

TOWNS COUNTY BUILDING APPLICATION PERMIT

TOWNS COUNTY BUILDING DEPARTMENT
1100 JACK DAYTON CIRCLE
YOUNG HARRIS, GEORGIA 30582
PHONE 706-896-3159 EMAIL: townschi@gmail.com

THIS PERMIT IS REQUIRED ON ALL HOMES, BUILDINGS, RENOVATIONS, ADDITIONS, AND PORCHES. PLEASE ANSWER EVERY QUESTION TO ENSURE APPROVAL OF PERMIT.

THIS APPLICATION REQUIRES YOU TO FOLLOW AND ABIDE WITHIN THE STATE OF GEORGIA SOIL AND EROSION REQUIREMENTS.

DATE: _____

OWNER'S NAME: _____

OWNER'S MAILING ADDRESS: _____

PHONE _____

CONSTRUCTION LOCATION: _____

ADDRESS: _____

DIRECTIONS: _____

REQUIREMENTS FOR A BUILDING PERMIT

(MUST BE INCLUDED WITH BUILDING PERMIT)

1. COPY OF RECORDED PLAT OF PROPERTY AND COPY OF DEED

LAND LOT _____ DISTRICT _____ LOT NUMBER _____ (FOUND ON PLAT)

2. COPY OF SEPTIC PERMIT: (OBTAINED FROM ENVIRONMENTAL HEALTH DEPT. 706-896-8873)

3. COPY OF BLUE PRINTS OR DRAWING WITH DIMENSIONS

4. COPY OF CULVERT FORM: (SIGNED BY PROPERTY OWNER AND ROAD DEPT. SUPERINTENDANT)

5. COPY OF 911 ADDRESS REQUEST FORM (SIGNED BY PROPERTY OWNER)

6. COPY OF PLATT WITH LOCATION OF PROPOSED STRUCTURE (SKETCHED)

7. COPY OF PLAT OR SKETCH SHOWING HOW DRIVEWAY WILL CONNECT TO THE COUNTY ROAD OR STATE HIGHWAY. A GEORGIA DEPARTMENT OF TRANSPORTATION PERMIT WILL BE REQUIRED FOR DRIVES CONNECTING TO STATE HIGHWAYS.

8. COPY OF SUBMISSION FORM OF NOTICE OF INTENT, TO GEORGIA DEPARTMENT OF NATURAL RESOURCES, ENVIRONMENTAL PROTECTION DIVISION. (NOTE: THIS IS ONLY REQUIRED FOR CONSTRUCTION ON LOTS IN SUBDIVISIONS DEVELOPED AFTER AUGUST OF 2000 AND ON MORE THAN 1 ACRE OF DISTURBED LAND..)

CONSTRUCTION PROJECT

RESIDENTIAL _____ COMMERCIAL _____ (Check One)

NEW CONSTRUCTION _____ ADDITION _____ RENOVATION _____ (Check One)

ESTIMATED CONSTRUCTION COST: \$ _____

LIVING SPACE

MAIN LEVEL _____ SQ FT

BASEMENT _____ SQ FT FINISHED: Yes _____ No _____

UPSTAIRS _____ SQ FT FINISHED Yes _____ No _____

GARAGE(S) _____ SQ FT

COVERED PORCHES _____ SQ FT

SET BACK REQUIREMENTS FROM ROAD RIGHT OF WAY AND OR PROPERTY LINES ARE AS FOLLOWS:

20 FEET FROM THE FRONT OF LINE

20 FEET FROM THE REAR OF LINE

10 FEET FROM SIDES OF LINES

DOES YOUR CONSTRUCTION PROJECT MEET THE REQUIRED SET BACKS? Yes _____ No _____

BUILDING HEIGHT LIMITATIONS ARE 35 FEET OR 3 STORIES WHICHEVER IS LESS. DOES YOUR PROJECT MEET THE COUNTY REQUIREMENTS AND LIMITATIONS? Yes _____ No _____

THERE IS A 50 FEET BUFFER REQUIRED FROM ALL COLD WATER STREAMS IN GEORGIA PER THE GEORGIA ENVIRONMENTAL PROTECTION DIVISION. DOES YOUR BUILDING PROJECT MEET THIS BUFFER? Yes ___ No ___

NOTE: IF YOUR PROPERTY DOES NOT MEET THE GEORGIA ENVIRONMENTAL PROTECTION DIVISION BUFFER YOU WILL NEED TO APPLY TO THEM FOR A VARIANCE PRIOR TO A BUILDING PERMIT BEING ISSUED

DOES YOUR PROPERTY AND CONSTRUCTION PROJECT LIE WITHIN A FLOOD PLAIN? Yes ___ No ___

DOES YOUR PROPERTY BORDER UNITED STATES FOREST SERVICE PROPERTY? Yes ___ No ___

THE MOUNTAIN PROTECTION ACT PERTAINS TO PROPERTY ABOVE 2200 FEET, AND REQUIRES 1 ACRE OF LAND OR MORE WITH MINIMAL TREE REMOVAL. DOES THE MOUNTAIN PROTECTION ORDINANCE APPLY TO YOUR PROPERTY? Yes ___ No ___

IS YOUR PROPERTY LOCATED WITHIN TOWNS COUNTY? Yes ___ No ___

IS YOUR PROPERTY LOCATED WITHIN YOUNG HARRIS? Yes ___ No ___

IS YOUR PROPERTY LOCATED WITHIN HIAWASSEE? Yes ___ No ___

IS YOUR LOT ON LAKE CHATUGE? Yes ___ No ___ (NOTE THERE IS A 50 FT SETBACK REQUIREMENT FROM THE 1926 LINE ON LAKE CHATUGE PER COUNTY REQUIREMENT)

NOTE: ALL QUESTIONS ON THE APPLICATIONS MUST BE ANSWERED

PLEASE READ AND INITIAL THE FOLLOWING:

1. I UNDERSTAND THAT THE TOWNS COUNTY BUILDING INSPECTOR MAY INSPECT THE PERMITTED PROJECT AT ANY REASONABLE TIME TO ENSURE COMPLIANCE WITH MY PERMIT _____

2. I UNDERSTAND THAT PER O.C.G.A. 48-5-264.1 THE TOWNS COUNTY APPRAISAL STAFF WILL BE VISITING MY PROPERTY WITHIN THE YEAR OF MY PERMIT FOR DATA COLLECTION _____

I HEREBY CERTIFY THAT THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE AND CORRECT.

PROPERTY OWNER SIGNATURE _____

DATE: _____

Georgia Department of Natural Resources

Mountain District Office 16 Center Road Cartersville, Georgia 30121

Remit Correspondence To: Noel Holcomb, Commissioner

Post Office Box 3250 Environmental Protection Division
Cartersville, Georgia 30120 Carol A. Couch, Ph.D., Director

PHONE: (770) 387-4900

FAX: (770) 387-4906

Towns County Erosion Control and Compliance Procedures and Questions

The National Pollutant Discharge Elimination System- Stormwater Discharges Associated with Construction Activity (Permit) requires that a Notice of Intent and Erosion and Sedimentation Control Plan (Plan) be submitted to this office fourteen days prior to the initiation of land disturbance for projects with disturbance greater than/equal to one (1) acre. The Permit requires that the Plan, copies of NOI, and fee payment return receipt be onsite at all times. The Erosion and Sedimentation Act requires that all land disturbance projects within two hundred feet of state waters have an erosion and sedimentation plan regardless of size. Upon inspections, the GA EPD requires that Best Management Practices be followed at all construction projects.

Please note that under O.C.G.A. 12-7-6(b)(15) and Section IV of the General National Pollutant Discharge Elimination System (NPDES) Permit for Storm Water discharges, it is unlawful to conduct land disturbing activities within 25 feet of the banks of State Waters deemed non-cold waters by Georgia Department of Natural Resources Rules for Water Quality Control 391-3-6-.03 (body of Lake Chatuge equal to and below the normal full pool elevation) without a variance from the Director of Georgia's Environmental Protection Division.

O.C.G.A. 12-7-6 (b)(16) and Section IV of the Permit makes it unlawful to conduct land disturbing activities within 50 feet of the banks of State Waters deemed cold water streams by Georgia Department of Natural Resources Rules for Water Quality Control 391-3-6-.03 (all streams, creeks, rivers, etc. in Towns County) without a variance from the Director of Georgia's Environmental Protection Division.

I encourage anyone with questions regarding the identification of state waters to contact me at 770-387-4900. I am also available to answer any questions regarding erosion and sedimentation control issues in Towns County.

Matt Sherwood
Environmental Specialist

GA Environmental Protection Division

TOWNS COUNTY
CULVERT INSTALLATION
APPLICATION, SITE REVIEW, AND PERMIT

This application is being made by _____ for permission to install a driveway culvert at the property listed below. This property adjoins a county-owned or county-maintained road.

Property location: _____

Residential Sub-division Lot # _____ Tract _____ County owned or maintained road is paved? Yes No
Applicant is: Owner Contractor Phone #s _____

The following requirements must be met:

1. A Driveway permit may be obtained at no charge from the Commissioner's office to be approved by the Road Department before any culvert installation begins.
2. A dig permit must be obtained from the Utility Protection Center at (800) 282-7411 before any culvert installation begins. Call a minimum of 3 days before work begins. (all underground utilities will be located at NO CHARGE i.e. electric, phone, sewer, water, gas and television cable)
3. This application must be pre-approved by the Georgia Department of Transportation yes no
4. Adequate Sight Distance Each Direction: yes no
5. The culvert must be metal, a minimum of 15" in diameter by 30' in length*. The culvert must be located in line with the existing ditch: however culverts must be a minimum of 4 feet from the driving surface of the county road. If upon inspection, the County determines that these minimum dimensions are not suitable the following are required: *(a variance may be granted by the road dept. according to the terrain and construction of the road)
_____ Diameter _____ length _____ distance from driving surface
6. Each construction access entrance must be graded and covered with gravel for a minimum of 50' from the county road. The gravel must be in place before the drive can be used to access the property and before culvert or building construction begins.
7. The driveway must be constructed so that no water, silt, or debris is carried onto road. This requires that the driveway be sloped away from the county road for a minimum of four (4) feet measured from the intersection of the county road and the driveway (see attached diagram).
8. During construction, the existing ditch line must be maintained as to not interfere with normal water flow.
9. The location of the proposed culvert must be marked so that the county road department can perform a pertinent site inspection.
10. Any required paving must be permitted and inspected by the Towns County Road Department and completed within twelve (12) months.

Additional comments and criteria:

I hereby certify that I will comply with all requirements for installation of this culvert.

Applicant's Signature: _____

Date: _____

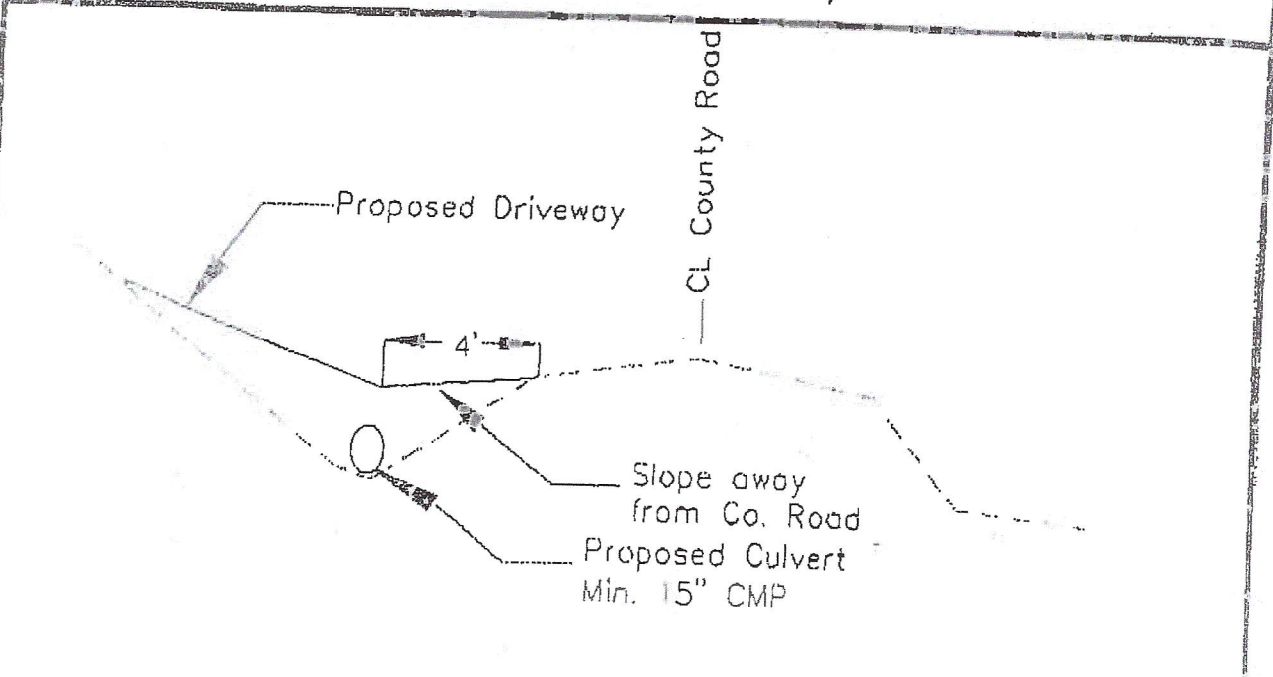
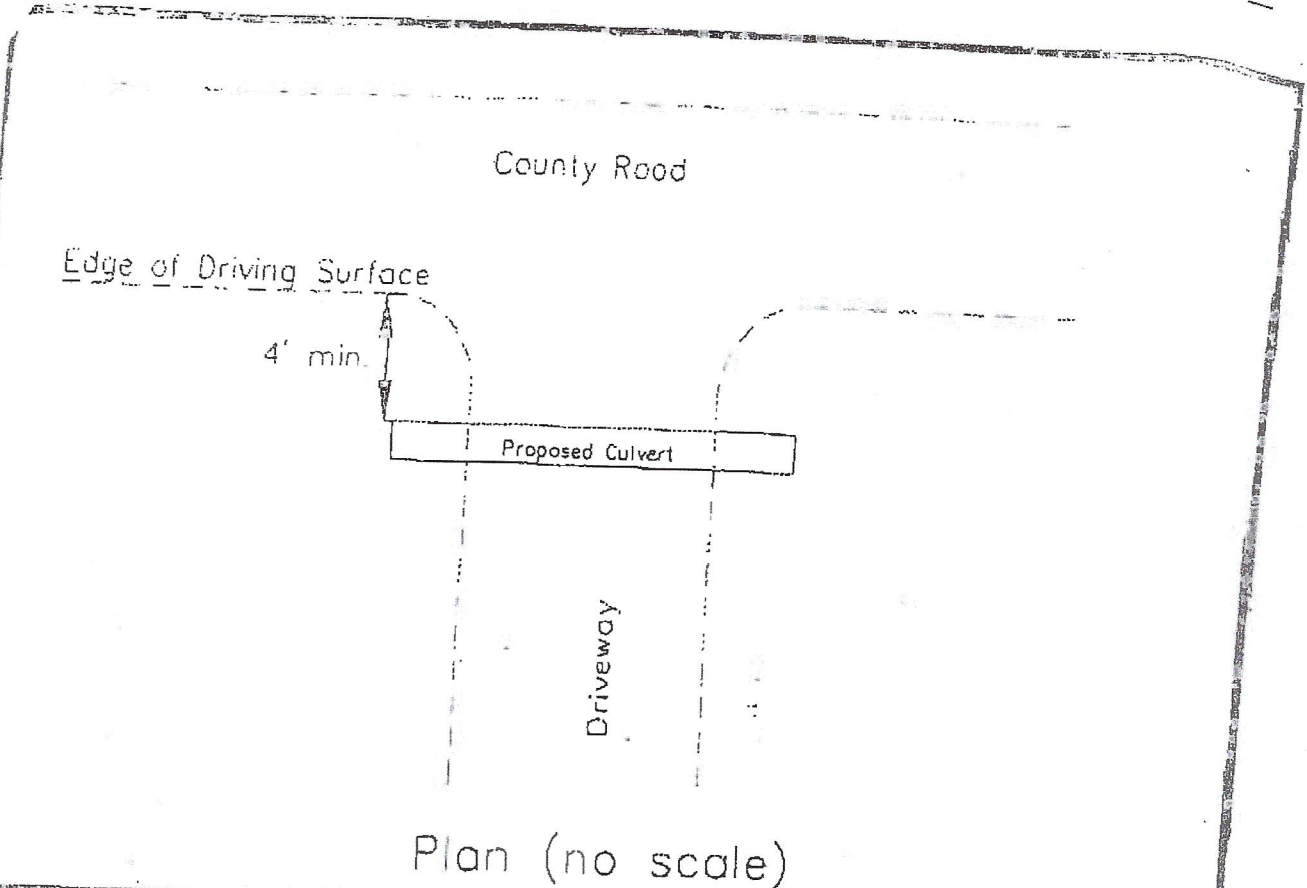
PERMIT

Proposed culvert installation has been reviewed and approved by Towns County Road Dept.

Signature: _____
Road Dept. Superintendent

Permit Date: _____

This permit is issued subject to Applicant complying with all listed conditions. The Road Department must be contacted at 706 896-2276 after culvert installation is completed to schedule an inspection.



Section (no scale)

TYPICAL CULVERT INSTALLATION
TOWNS COUNTY, GA

**Towns County
E-911 Address Application**

Current Mailing Address:

Full Name: _____
Current Mailing Address: _____
City, State, Zip: _____
Home Phone #: _____
Cell Phone #: _____

Information Needed for Address:

Reason for new E-911 address: _____

Where is the property located for new address: Hiawassee, Young Harris or City Limits?

Road the driveway connects with: _____

Is the driveway roughed in? Yes or No

In order to be eligible for a 911 address, you must have a driveway roughed in. **NO EXCEPTIONS!**

Please provide land lot or parcel number if you have it _____

By signing this application, you are agreeing that you understand there may be a 10 day waiting period on receiving a 911 address if all requirements are met, and that all information is valid and true.

Signature of Property Owner

Date Applied

New Address

Mapping Personnel

Date Assigned

Towns County E-911 Mapping
Marty Roberts, Mapping Director
1100 Jack Dayton Circle
Young Harris, GA 30582
Telephone: 706-896-5792 or Fax: 706-896-4705
