

Builder Checklist Accessory Structure Building Permit	
√	Documents List
	Building Permit Application
	OCGA 50-36—1 (c) (2) Affidavit
	Accessory Structure Affidavit
	Septic approval <i>(if applicable)</i>
	Contractor Business License <i>(if applicable)</i>
	Contractor State License <i>(if applicable)</i>
	House location plan <i>(see structure location plan checklist)</i>
	Permit Fee \$
	Subcontractor Affidavit
	Occupational License Affidavit
	Copy of Driver's License

1. Applicant must submit the documents listed above for the accessory structure permit approval. The subcontractor's affidavits may be submitted at the end of project before the Certificate of Completion (CC) is issued. The homeowner may be the contractor and may sign all of the required affidavits.
2. A site plan is required as per the structure location plan checklist.
 - The structure location plan must include the existing & proposed % of impervious cover.
 - If the proposed structure is within 200' of a creek or stream the department of stormwater will review the site plan for approval.
 - The materials used on the outside of the structure must be noted on the application (i.e. stone, stucco, siding, wood etc.)
3. After required approvals including zoning review and approval of the structure location plan, a building permit may be issued.
4. Email inspections@rockdalecountyga.gov or call 770-278-7100 for inspections.