



Tertiary Site Plan Review	
√	Documents List
	LDP Application
	GSWCC Level 2 Design Professional Cert.(Tan Card)
	GSWCC Level 1A Cert. (Blue Card)
	Civil Site Plan(Digital)
	3-Phase Erosion and Sedimentation Control Plans(or description)
	Verification that the lot is a legal lot of record(Provide the final plat)
	\$50 Plan Review Fee
	\$10 Permit Fee
	Notice of Intent(NOI)-(Approved NOI from EPD and include the EPD GEOS receipt)
	*All documents must be digital. All scanned documents that are not legible will be rejected.

1. Applicant must submit the documents listed above for land disturbance permit. The subcontractor’s affidavits may be submitted at the end of project before the Certificate of Occupancy (CO) is issued if the subcontractors have not been selected yet.
2. If the lot is part of a common development (located within a subdivision), the applicant must apply for a Land Disturbance Permit (LDP) prior to the issuance of the building permit.

The LDP is a separate permit application from the building permit. The LDP as a Tertiary Permittee, requires an Erosion & Sedimentation Control Plan, a Notice of Intent (NOI) & an inspection of the BMP’s prior to the issuance of the Building Permit. See LDP checklist for submittal.

- *The LDP application must be submitted to P&D, approved and a LDP permit issued **prior** to the building permit.*
- *All plan reviews are completed within 2-weeks.*
- ***Plan review comments are emailed to the Design Professional listed in the application, on the 2-week plan review due date.***
- *After the approved initial BMP inspection, provide a building permit application and structure location plan to the Planning and Development Department.*

Department of Stormwater Management Contact Information:

958 Milstead Avenue, Conyers, GA 30012	
P.O. Box 1495, Conyers, GA 30012	Monday through Friday, 8:00am to 5:00pm
Email: rcsw.review@rockdalecountyga.gov	Engineering Questions/Concerns Phone: 770 278-7120



Tertiary Permittee Application Residential Land Disturbance Permit (Subdivision)

PROPERTY INFORMATION:

Lot Number: _____
 Tax Parcel ID: _____
 Name of Subdivision (existing or proposed): _____
 Address: _____ City, State & Zip: _____
 Developer: _____
 Developer's Phone Number: _____
 Developer's Email Address: _____

CONTRACTOR'S INFORMATION:

Name of Company: _____
 24hr. Contact: _____ Phone: _____
 Address: _____ City, State & Zip: _____
 Phone: _____ Email: _____

EROSION AND SEDIMENT CONTROL (Provide a Copy of Both Cards):

Name of Card Holder: _____
 GSWCC Level IA Certification Number: _____
 GSWCC Level IA Expiration Date: _____
 Design Professional: _____
 Design Professional's GSWCC Level II Certification Number: _____
 Design Professional's GSWCC Level II Expiration Date: _____
 Phone: _____
 Design Professional's Email: _____

PROPOSED STRUCTURE:

Basement or Slab: _____
 Total Square Footage of Lot: _____
 Propose Impervious Total (Square Feet): _____
 Total Land Disturbance (Acre): _____

Signature of Applicant: _____

Print Name: _____

Applicant's Email and Phone Number: _____



O.C.G.A. 50-36-1(e)(2) Affidavit

By executing this affidavit under oath, as an applicant for a Permit or License, as referenced in O.C.G.A. 50-36-1, from Rockdale County, the undersigned applicant verifies one of the following with respect to my application for a public benefit:

- I am a United States citizen.
I am a legal permanent resident of the United States.
I am a qualified alien or non-immigrant under the Federal Immigration and Nationality Act with an alien number issued by the Department of Homeland Security or other federal immigration agency.

My alien number issued by the Department of Homeland Security or other federal immigration agency is: enter number here

** Wait to be in front of the notary before signing **

Enter applicant name here, the undersigned applicant also hereby verifies that he or she is 18 years of age or older and has provided at least one secure and verifiable document, as required by O.C.G.A. 50-36-1(e)(1), with this affidavit.

The secure and verifiable document provided with this affidavit can best be classified as:

In making the above representation under oath, I understand that any person who knowingly and willfully makes a false, fictitious, or fraudulent statement or representation in an affidavit shall be guilty of a violation of O.C.G.A. 16-10-20, and face criminal penalties as allowed by such criminal statute.

Executed in Conyers, Georgia, this _____ day of _____, 20_____ .

Notary Public signature

Applicant signature

GA Registration No. and expiration date:

Seal: