



ROME/FLOYD COUNTY BUILDING INSPECTION COMMERCIAL BUILDING CHECKLIST

1. Street Address
2. Site Plan with Property Improvements Delineated (existing & new)
(3 sets of site plans)
3. Project sites larger than .40 acres require Storm water management and Erosion Control Plans.
4. Zoning Verification (obtained from Rome/Floyd County Planning Department).
5. Private Utilities approval (obtained from Rome/Floyd Co. Health Department.)
6. Building Plans (may require architect's stamped drawings per Georgia Law).
(1 hard copy set of building plans and 1 electronic copy of building plans)
7. Building Design (Occupancy of Building, Type of Construction, Number of Occupants, Actual Area vs. Area Allowed)
8. Structural Design (Design Live Loads, Dead Loads, Snow Loads, Importance Factor, Wind Loads, Seismic Design Categories, Flood Loads if in flood zone).
9. Flood Zone Verification.
10. Historical District Status.
11. Details (Foundation drawings, Accessibility Elevations and Details, Elevations, Fire Partitions/Barriers/Walls and Penetrations Ratings, Framing Details, Metal Building Plans).
12. Mechanicals (Electrical, Plumbing, Mechanical)
13. Energy Code Compliance Report
14. Special Inspections Outline.

****WE CAN NOT ACCEPT ANY APPLICATION UNTIL ALL ITEMS ARE PROVIDED****

ROME/ FLOYD COUNTY
BUILDING INSPECTION DEPARTMENT

APPLICATION FOR: NON-RESIDENTIAL PLAN REVIEW

DATE: _____

PROJECT NAME: _____ PROJECT ADDRESS: _____

OWNER: _____

ARCHITECT: _____

ADDRESS: _____

ADDRESS: _____

PHONE: _____

PHONE: _____

GENERAL CONTRACTOR: _____

CONTACT REPRESENTATIVE: _____

ADDRESS: _____

PHONE: _____

OCCUPANCY CLASSIFICATION: _____

CONSTRUCTION TYPE: _____

BUILDING DIMENSIONS (OVERALL): _____ x _____

BUILDING SIZE: _____ Total Cost: _____

Check one: New Structure: _____ Addition: _____ Remodel: _____

INFORMATION BELOW THIS LINE TO BE FILLED IN BY BUILDING DEPARTMENT:

ZONING VERIFICATION APPLICATION: _____

DEVELOPMENT PERMIT REQUIRED: _____

PLAN APPROVALS:

DEVELOPMENT PLANS:

EROSION AND SEDIMENT CONTROL PLANS: _____

GRADING PLANS: _____

STORMWATER MANAGEMENT PLANS: _____

STREET IMPROVEMENT PLANS: _____

BUFFER/LANDSCAPING/TREE CONSER-

VATION PLANS: _____

PUBLIC UTILITY PLANS: _____

BUILDING PLANS:

BUILDING DEPARTMENT REVIEW: _____

FIRE MARSHALL REVIEW: _____

COMMENTS: _____
