



CLAYTON COUNTY PLANNING & ZONING OFFICE

121 SOUTH MCDONOUGH STREET

JONESBORO, GEORGIA 30236

OFFICE: (770) 477-3569 FAX: (770) 473-5481

WEBSITE: WWW.CO.CLAYTON.GA.US

RESIDENTIAL ZONING COMPLIANCE REVIEW

INSTRUCTIONS:

This form is to be completed for any **single family home** (meets and bounds legal description), for **alterations to a structure**, and/ or **adding any accessory structures** to the property.

A site plan is required for any proposed residential building or structure, any proposed addition to an existing residential building or structure, any proposed residential accessory building or structure, including swimming pools and retaining walls. The following information shall be shown on the site plan:

1. Property lines with dimensions.
2. The approximate outline of all proposed and existing buildings and structures including projections such as fireplaces, bay windows, porches, patios, and decks. The approximate outline of all driveways, walkways, swimming pools, retaining walls, and other improvements proposed or existing. Outline of roof overhangs need not be shown; however, the dimensions of overhangs must be listed.
3. Dimensions of buildings and the square footage of the existing building and any accessory structures.
4. Distances between all structures and the nearest property lines. Dimensions of all projections including bay windows, fireplaces, porches, decks, and eaves.
5. Street address and parcel identification number.
6. Any other applicable requirements of the zoning ordinance or conditions of zoning approval.

THE ISSUANCE OF A BUILDING PERMIT DOES NOT ASSURE THAT THE BUILDING SETBACKS HAVE BEEN MET OR THAT THE STRUCTURE DOES NOT ENCROACH ON AN EASEMENT, OR BUFFER. THE OWNER AND/OR PERMIT HOLDER HAVE THE SOLE RESPONSIBILITY OF DETERMINING COMPLIANCE WITH SETBACKS AND NON-ENCROACHMENT OF EASEMENTS AND BUFFERS.



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RESIDENTIAL ZONING COMPLIANCE REVIEW

FOR STAFF USE ONLY		DATE/TIME STAMP
Project#: _____	Filing Fee: \$ _____	Received By: _____

LOCATION OF BUILDING	
Address: _____	
Parcel #: _____	Zoning: _____
Subdivision: _____	Lot Number: _____

PROPERTY OWNER/APPLICANT INFORMATION		
Property Owner Name: _____		Telephone: _____
Address: _____		Email: _____
City: _____	State: _____	Zip: _____
Contractor/ Engineer: _____		Telephone: _____
Address: _____		Email: _____
City: _____	State: _____	Zip: _____

APPLICATION FOR		
Type of Improvement:		
<input type="checkbox"/> Single Family Home	<input type="checkbox"/> Addition	<input type="checkbox"/> Detached Garage
<input type="checkbox"/> Covered Porch/ Deck	<input type="checkbox"/> Fence over 6 feet tall	<input type="checkbox"/> Shed (over 120 sq. ft.)
<input type="checkbox"/> Swimming Pool	<input type="checkbox"/> Alteration/ Repair	<input type="checkbox"/> Pre-manufacture
<input type="checkbox"/> Other – <i>specify</i> : _____		

CHARACTERISTICS OF BUILDING			
Principal Type of Frame:			
<input type="checkbox"/> Masonry	<input type="checkbox"/> Wood	<input type="checkbox"/> Structural Steel	<input type="checkbox"/> Other
Type of Sewage disposal:	<input type="checkbox"/> Public (CCWA)	<input type="checkbox"/> Private (septic tank)	
Type of Water Supply:	<input type="checkbox"/> Public (CCWA)	<input type="checkbox"/> Private (well)	
Total Square Feet of Floor Area (based on exterior dimensions): _____			
Number of Stories: _____			

I hereby certify that the proposed work is authorized by the Owner of Record and that I have been authorized by the Owner to make this application as his/ her Authorized Agent. Furthermore, I agree to conform to all applicable laws of Clayton County. I understand that the fees are not refundable and permits are not transferable.

Printed Name of Applicant

Date

Signature

Date

OFFICE USE ONLY			
Setbacks	Front:	Side:	Rear:
Parcel ID#:	Zoning District:	Overlay district:	
Classification of Roadway:		Easements on Property:	
Total Lot Size:		Total Land Area (sq. ft.)	
Total Allowable Coverage:		Total Coverage Shown:	
Environmental Concerns:		Input by:	
Zoning Conditions/Comments:			

Zoning Approval

Approved Denied

Signature of Reviewer _____ Date _____

Building Approval

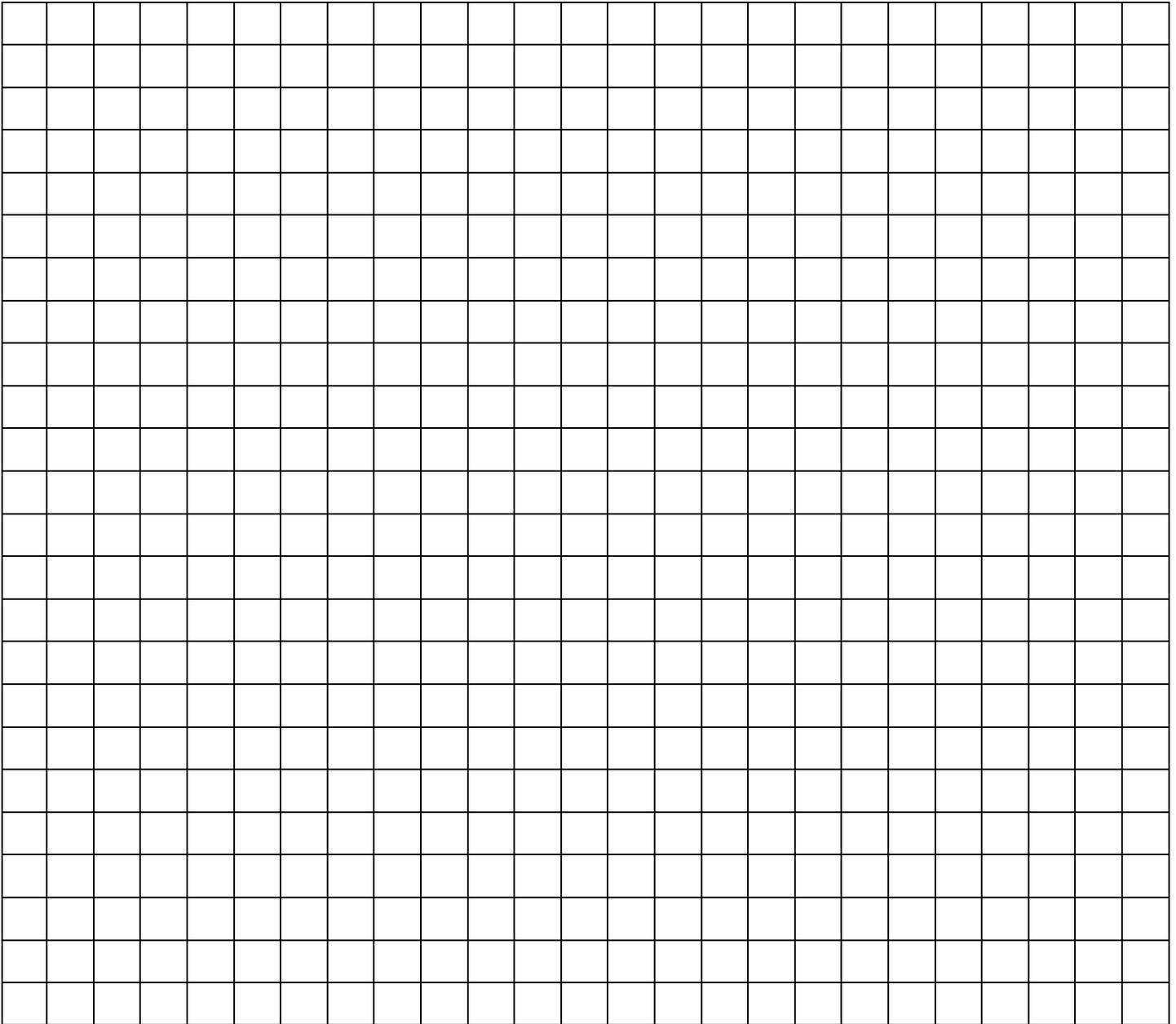
Approved Denied

Signature of Inspector _____ Date _____

Community Development Staff Comments:

Site or Plot Plan for Applicant Use

**It is important for applicant to illustrate all structure setbacks
from all property lines and square feet of main building**



NORTH

