

FOUNDATION SURVEY CHECKLIST

Effective January 25, 2021

A foundation survey will be required for every principle structure (single-family residence) after the foundation is poured. Framing cannot begin until the survey is submitted and approved by the Planning & Zoning Department and Environmental Management Department. Surveys should be uploaded into SAGES. Please visit <https://www.sagesgov.com/fayettecounty-ga> to set up an account.

Survey Must Include:

- PDF uploaded into Sages. Registered users need at least one (1) of the following to submit a foundation survey: 1). Building Permit Number 2). Address 3.) Parcel ID. **Resubmittals should be uploaded to the same Project as the original Foundation Survey submittal.**
- Depict the boundary of lot (meets and bounds) including setback (building) lines.
- Magnetic north arrow, graphic scale, legend, and date of survey.
- Identify and label the BFE (Base Flood Elevation) and the FFE (Finished Floor Elevation). A note is sufficient if there is floodplain adjacent.
- Provide a flood certification statement including September 26, 2008 FIRM panel number and delineate floodplain. Floodplain derived from other studies should also be noted. **If there is FEMA floodplain on the property, a Finished Construction FEMA Elevation Certificate is required in addition to the foundation survey.**
- Identify and delineate water bodies and watershed protection buffers and setbacks.
- Closure Data
- Show exact location and shape of the structure (to scale) with lines drawn to each property line from closest portion of structure with distance noted.
- District and Land Lot
- Label distance from edge of driveway to both property lines along the right-of-way
 - Existing or newly constructed driveways must include culvert size if applicable.
 - Proposed driveways should indicate proposed location and culvert size if applicable.
- Identify and delineate easements, including but not limited to utility, drainage, no access/access, and landscape easements
- Be signed and sealed by a registered land surveyor