



Where Georgia comes together.

Department of Community Development

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PRE-CONSTRUCTION MEETING REQUIREMENTS

Info

Once a project has been approved for development a pre-construction meeting is required. There are specific requirements for the pre-construction meeting before a project can commence, should those not be met, the City will not release the land disturbance permit.

It will be the responsibility of the developer to have at the pre-construction meeting three hard copies of the full set of the approved site plans, along with a copy of the Georgia Utility Contractor license and have the project engineer and licensed contractor in attendance.

Should they not be in attendance the meeting will be cancelled. It is the responsibility of the site applicant/contractor to invite appropriate utility companies; however, if they are not in attendance, it will be the responsibility of the developer to contact them directly.

The Community Development Department on issuance of the land disturbance permit is to be provided a copy of the Notice of Intent filed with the State of Georgia. When a project is completed a Notice of Termination must also be filed and provided to the Community Development Department.

If there are any changes on an approved set of plans a complete revised set shall be provided to the Engineering Services Manager who will determine if the changes are approved, or a re-submittal is required. If the plans are approved by the Engineering Services Manager an electronic PDF copy shall be provided to the Community Development Department and a hard copy to the City's Construction/Utility Inspector.

Projects that are done in phases will be required to have a pre-construction meeting for each new phase.

At time of pre-construction meeting a Final Inspection Checklist will be provided and it shall be the responsibility of the developer to complete and return to the Community Development Department for inspection and final clearance/acceptance by the City of Perry. The City of Perry will not provide a punch list of items required to be completed before the final inspection.