

DEPARTMENT OF PLANNING & SUSTAINABILITY

LAND DEVELOPMENT SITE PLAN REVIEW CHECKLIST

Project Name: _____


File No: _____ Map Reference: _____

Location: _____

Developer: _____

Date Received: _____

Project Summary/Scope of Work: _____

 : **Indicates item(s) to be addressed to resolution.**

GENERAL INFORMATION:

1. ___ Place on cover "DeKalb County Development File# ____". **Describe the scope of work on the cover.**
2. ___ See comments on redlined plans. **"PLEASE RETURN REDLINED PLANS TO DEKALB COUNTY."**
3. ___ Provide current property metes and bounds survey. Provide surveyors acknowledgement sealed and signed.
4. ___ Provide sufficient sets of construction site plans (with road profiles and drainage plans as needed) for County approval. **Refer to the DeKalb Development Manual pages 24 to 28** for the number of plans sets.
5. ___ A professional engineer, architect or landscape architect currently registered in the State of Georgia must seal, sign and date all sheets of the plans.
6. ___ All sheets of plans must be a maximum of twenty-four (24) inches in width and thirty-six (36) inches in length and a minimum of 17" x 22". **All conditions, statements, and details must be complete and legible.**
7. ___ **Property owner must read and sign indemnification agreement on development permit application.**
8. ___ Use clear, distinct, varied, drawing line weights, and line types to reflect existing and proposed features.
9. ___ Provide statement from tax commissioner certifying that all Ad Valorem taxes on the property have been paid.

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10. ___ On the cover show a location map with DeKalb County outline and indicate the approximate site location.
11. ___ Place on the cover sheet a vicinity map with adequate scale to identify the surrounding streets.
12. ___ Show the F.E.M.A. map panel image and map panel number for the property on the cover sheet.
13. ___ Eplans: Each file in the plan set should begin with the page number written as a three digit number.
14. ___ For newly acquired property provide proof of ownership deed.
15. ___ Show names of adjoining property owners, deed book and page numbers, zoning districts on those parcels.
16. ___ For 1 acre or more disturbed show N.P.D.E.S. fees table to be paid to state and county on the cover sheet.
17. ___ Show property address(es), tax parcel id., zoning district, and zoning case numbers on the cover sheet.
18. ___ Show disturbed area, total tract size, impervious area, and percentage of tract impervious on cover sheet.
19. ___ On cover show name, physical address and phone number of owner, developer and engineer.
20. ___ List a valid 24-hour contact name and telephone number on the cover.
21. ___ Trash compactor design must be approved by Health Department and documentation of approval provided.
22. ___ Show dumpster location. Send site plan and details in PDF format to cwgill@dekalbcountyga.gov. Refer to the *Sanitation Dumpster Requirements*, provide all details to include the approach pad, pad, enclosure, and the bollard design. Place the DeKalb County project number in the subject line when sending plan for review.
23. ___ Approval from Sanitation Department at (404) 294-2123- is required for dumpster location and accessibility.

Note on plans:

24. ___ DeKalb County Sanitation Department is responsible for garbage and recycling pick-up
25. ___ If applicable submit street name(s) or subdivision name to GIS Department at (404) 687-3545.
26. ___ Show development parcel street address on the plan.
27. ___ If tax parcels need to be combined, contact GIS department at (404) 687-3545 for parcel boundary combination/division mapping procedure. Separate application is required: refer to the website.

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28. ___ Note on the plan: **72 hrs notice is required to Georgia 811 Utility Protection Center before any planned digging.** <http://www.georgia811.com>
29. ___ Place on the plan: **DeKalb County is not responsible for any errors or omissions by engineers or other design professionals on design or County code requirements for this project.**
30. ___ DeKalb County Planning and Development information is available on-line at www.dekalbcountyga.gov.
31. ___ **Provide complete legend(s).**
32. ___ Reference horizontal and vertical control and source of the topographic data.

ZONING:

33. ___ Approval of Preliminary subdivision plat by the Planning Commission is required. Preliminary plat approval expires if final plat is not submitted within twenty-four (24) months of date of preliminary plat approval.
34. ___ Insert in the plan set a copy of the approved sketch plat signed by County representative documenting the approval. **On the site plan show proposed property courses, distances, and parcel areas meeting zoning.**
35. ___ On the cover show zoning district, zoning case number. **Embed in the plan set a copy of approved conditions documenting approval by the Board of Commissioners showing all case specific plans and details.**
36. ___ **Show** special administration permit number, Special Land Use Permit number, or Board of Appeals case number **on the cover.** Embed County documentation of all approvals with conditions, approved details, and site specific approved proposed plan within the plan set.
37. ___ Show Administration variance approvals. Embed a copy of approved conditions in the plan set.
38. ___ Show the floor area of building with breakdown for each type of use for a non-residential development.
39. ___ Show the number of bedrooms and floor area of each type of unit for attached housing.
40. ___ Show the number of stories in building and building height.
41. ___ **Show** graphically all building setbacks, transition buffers, easements and separations **and label them.**
42. ___ Corner lots shall have an extra width of not less than fifteen feet (15') more than that required for interior lots for the zoning district within which they are located.
43. ___ Relocate _____ out of the buffer or right-of-way.

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44. ___ Show _____ foot transitional buffer area and six-foot (6') high screening fence along _____
45. ___ Transitional buffer encroachment requires Planning and Sustainability Departments approval, See Chapter 27 of the DeKalb County ordinance.
46. ___ Provide a landscape plan for areas of transitional buffer area encroachment/re-vegetation.
47. ___ Airport Manager approval required.
48. ___ Overlay District Approval required _____
49. ___ Other _____
50. ___ Provide all details relevant to the scope of work to be permitted in the plans.

PARKING:

51. ___ Show total minimum and maximum parking required and the number of parking stalls provided in a table.
52. ___ Parking shown is inadequate or excessive. _____ spaces are required.
53. ___ Show parking spaces with typical dimensions per DeKalb County standard.
54. ___ Show and label ADA parking and access ramps. Provide details.
55. ___ Vertical handicap sign required at handicap parking space(s). Indicate on the plan with labels or legend.
56. ___ ADA compliant parking and access plan shown does not comply with State Law.
57. ___ Show handicap ramps at all sidewalk crossings. **Show sidewalk from the building to the street.**
58. ___ Roads, parking lots, and drive aisles must be paved and labelled. **Provide all pavement section detail(s).**
59. ___ Show traffic flow in the parking lot and street. **Label streets public or private and comply with the design requirement.**
60. ___ Relocate parking out of the right-of-way and/or required front yard.
61. ___ Show striped pedestrian cross-walk(s).

UTILITIES:

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62. ___ Sanitary sewer is not available.
63. ___ Show septic tank and drain field location on the plan: provide a copy of approval from the Health Department.
64. ___ If grease interceptor is proposed refer to the F.O.G. checklist for guidance and design accordingly.
65. ___ Show size and location of sanitary sewer main: _____
66. ___ Identify the Treatment Plant that supports this property: (circle one):
- | | | | |
|-------------------------|-------------|--------------------|---------------|
| Snapfinger | Pole Bridge | Clayton | Big Creek |
| John's Creek | Marsh Creek | Entrenchment Creek | Jackson Creek |
| Brookstone-Henry County | | | |
67. ___ DeKalb requires backflow preventer device be installed for non-residential projects (if not currently existing).
68. ___ For sewer impact fee contact (404) 371-4915.
69. ___ **Provide all applicable Department of Watershed Management details in the plan set.**
70. ___ Show the sanitary sewer connections to the building(s).
71. ___ Show the water line connections to the building(s).
72. ___ There is no record of the sanitary sewer(s) shown.
73. ___ Sanitary sewer plans need clarification or are inadequate, or require design revision.
74. ___ Show minimum fifteen- foot (15') sanitary sewer easement for all County maintained lines not within County Right-of-Way.
75. ___ Submit three (3) copies of Water and/or Sanitary Sewer plan and profile to Development review section for approval by Department of Watershed Management.
76. ___ **Note on the plan: Sewer laterals outside of building require separate plumbing permit.**
77. ___ Show sanitary sewer/water main crossings on the storm drain profiles.
78. ___ Show storm drain/water main crossings on the sanitary sewer profiles.
79. ___ Note: "As-built" water/sewer plans required prior to issuance of Certificate of occupancy, or recording of final subdivision plat.

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80. ___ Note on the plan: **"Prior to construction of any utility facilities within the right-of-way of any county maintained roadway a permit must be obtained from the utility coordinator."**
81. ___ Note on the plan: **"Prior to construction of water mains and sanitary sewer lines final design approval must be obtained from Department of Watershed Management."**
82. ___ Show size and location of water main(s) located at: _____
83. ___ Water and Sewer department requires that a backflow preventer device be installed (if not currently existing).
84. ___ Show the water line connections to building(s).
85. ___ Water meter(s) must be located within the Right-of-Way or an easement.
86. ___ A _____ inch water meter cost \$ _____ installed.
87. ___ Water mains are located as shown on plans.
88. ___ There is no record of water main(s) shown. Submit design of water system.
89. ___ Show minimum fifteen (15) foot water main easement for all County maintained lines not within Right-of-Way.
90. ___ Water plans need clarification or are inadequate or require design revision.
91. ___ Water and Sewer department approval required prior to issuance of Development permit.
92. ___ Water & Sewer department approval of private water main system required.
93. ___ Show the closest existing fire hydrant on the properties side of the street.
94. ___ See Fire Marshal's comments on redlined plans or attached comments.
Site Approved: _____ Disapproved: _____
Fire Line Approved: _____ Disapproved: _____
95. ___ Note on the plan: No pressure reducing valves are to be installed on fire lines. All fire lines are to be inspected by DeKalb Fire service prior to covering. Call 404-294-2348 for inspections.
96. ___ State the fireline(underground fire service main) pipe diameter and pipe material class.
97. ___ Provide a letter from the owner requesting relocation of fire hydrant(s). Owner must pay actual costs of relocation.

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- 98.____ Submit the following for fireline approval and see fee chart on the website for additional fees due:
- a) Copies of site plan showing the proposed fireline and apurtenant features.
 - b) Show name, address and phone number of developer/owner and location of contact person.
 - c) Indicate who will pay fee for installation of fireline.
- 99.____ The existing water main is to be re-located behind the back of the curb of proposed widening.
- 100.____ Note on plan: Boring of road(s) required for water and/or sewer connection.
- 101.____ Casing required for boring. **State the casing diameter and material.**
- 102.____ Note on plan: Notify water and sewer inspector at 770-621-7212 prior to start of construction.
- 103.____ Georgia D.O.T. or DeKalb Transportation utility permit required.
- Contact Utility Coordinator at (770) 792-5222 for transportation information.
 - Contact (770) 621-7256 for state numbered highway utility permit information.
- 104.____ State Road Number: _____
- 105.____ Obtain written approval from: _____ to locate _____ in easement.
- 106.____ Note on plan: Cable TV lines cannot be installed within private street developments unless the cost is borne by the individual property owners.
- 107.____ Note on plan and provide a letter from the owner stating that the owner will be responsible for any repair or replacement of any improvements within the sanitary sewer/water/drainage easement(s) due to maintenance of sewer/water/storm drain of DeKalb County.
- 108.____ Preliminary approval from the Environmental Health Department (404-508-7900) is required prior to issuance of a development permit or building permit. Contact the number above for Personal Care Homes and Septic Tanks.
- 109.____ Note on plan: Contact AT &T before starting construction. Call 811 for utility location at least three days before the start of the work.
- 110.____ Other: _____

GRADING AND DRAINAGE:

- 111.____ In the stormwater report address Runoff Reduction Volume, Water Quality treatment, Channel Protection Volume, Overbank Flood Protection, Extreme Flood Protection, and Ten-percent Downstream Analysis. Discuss both existing and proposed drainage patterns, land use, land cover, land slopes, hydrologic soil group, segmented times of concentration, and the method for estimating storm water runoff (S.C.S. or DeKalb Rational with permission). Incorporate Green Infrastructure/Low Impact Development practices where practical. Describe the post construction stormwater system ownership and management plan. Refer to the Review Checklist

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for Stormwater Management Plans, on the departments website, for more information.

112. ___ Provide the rainfall values used. Use the **Annual Maximum time series**: NOAA ATLAS 14 POINT PRECIPITATION FREQUENCY ESTIMATES: http://hdsc.nws.noaa.gov/hdsc/pfds/pfds_map_cont.html?bkmrk=ga
113. ___ Storm water quality management control (code Sec. 14-42) is required.
114. ___ The person who prepared hydrologic study must seal plans/study. Professional engineer seal signature and date is required for stormwater routing.
115. ___ Hydrologic study, or stormwater letter is required or the drainage plans needs clarification.
116. ___ **Provide storm water and water quality certificates in the plans and in the stormwater/hydrology report.**
117. ___ Provide flood plain certificate on the plans and in the stormwater/hydrology report.
118. ___ Provide retaining wall certificate on the plans.
119. ___ **Building permit application is required for retaining walls**: Showing details of retaining wall and both design and provided calculations of factors of safety for: sliding, bearing capacity, and overturning, any assumptions, design loads, passive earth pressure, active earth pressure, backfill materials description. **Show retaining wall safety restraint systems and detail design in the Land Development plan set.**
120. ___ Guardrails required along: _____ Provide detail design.
121. ___ Recommend using minimum storm pipe cover of two (2) feet. The code minimum is one foot.
122. ___ Show the limits of detention, volume provided, top of dam, and 100-year ponding elevation on the site plans.
123. ___ Minimum pipe slope is 0.5% or slope with flow of at least 2.5 fps. **Provide the storm pipe bedding detail.**

Note on Plans –

124. ___ Provide a **recorded Stormwater Detention Facility Inspection and Maintenance Agreement** which must include the two exhibits as well as the post construction inspection, operation and maintenance plan.
125. ___ Show and label all existing drainage structures. Provide inverts, and angles, 25 year storm flow must be contained within the pipe and the 100 year hydraulic grade line must be below proposed finished grade.
126. ___ Where tie-ins into existing structures are proposed, please **field** verify suitability.

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- 127. ___ Where detention is not required per code, please so indicate with explanation on the grading plan.
- 128. ___ Show detail of detention facility outlet on plans. Provide trash rack.
- 129. ___ Show skimmer plate design on outlet control structure. Provide detail design.
- 130. ___ Show raised lid with ring and cover on outlet control structure and all water quality structures. All lids to be bolt down design. **Show the details on the plans.**
- 131. ___ Show minimum four (4') foot high fence around the detention pond with access gate with 10 foot access easement required inside the fence to service the pond, if water depth is 4 feet or greater. **Provide details.**
- 132. ___ Show proper drainage and access easement for all drainage structures.
- 133. ___ Provide executed easement agreement(s) for: _____
- 134. ___ Provide storm drain calculations and profiles. **Show 100-year HGL on the storm drain profiles.**
- 135. ___ Provide pipe chart and gutter spread. Maximum gutter spread at curb is 8' (eight feet) on a 10-year storm. Recommend not exceeding half a travel lane.
- 136. ___ Provide "as-builts" of the storm pipe system, including location, size, slope, and invert elevations of piped segments of the storm drainage system.
- 137. ___ Storm drain system must be designed to convey 100-year storm runoff to detention facility.
- 138. ___ Storm drain system must be designed to convey the 100- year storm. Longitudinal pipes on public streets may be sized for 25-year storm.
- 139. ___ All corrugated metal pipes to be fully asphalt coated with paved inverts or aluminum coated Type II.
- 140. ___ All catch basins are to be flush mounted per STD. 402 and 403 (alternative plan). Show one foot lid offset in cul-de-sacs and streets with header curb.
- 141. ___ Detention facilities and erosion control measures are to be accomplished prior to any other construction on the site and maintained until permanent ground cover is established.

Length of rip-rap area shall be six times the diameter of the storm drain.

Pipe Size	Rip-Rap size	Drainage easement width
Over 72"	150-LB.	25 feet

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54"-66"	100-LB.	25 feet
48"-42"	50-LB.	20 feet
36"-30"	40-LB.	36"-20 feet, 30"-15 feet
24"-18"	20-LB.	15 feet

Multiple pipe widths plus 10'

Additional sizes as follows: Class 1 D.O.T Standard 250-LB armor type 2,000 LB. Or per appendix C of Manual for Erosion and Sediment control in Georgia.

Note on plan: Compaction of all fill material between the front and rear building lines to be 95% standard proctor must be certified by Georgia Registered Professional Soils Engineer prior to the installation of curb. This certification will be submitted to the Chief of Development inspections. Lots with 2' of fill or greater, as delineated on the construction plans, will require a compaction certifications prior to issuance of building permits. The Engineer will also provide a letter listing those lots that require compaction certification. Those lots that require compaction certification will be indicated on the final recorded plat.

- 142. ___ Storm drain under building not acceptable.
- 143. ___ Show I.R.F. (100-yr floodplain) contour, spot elevation and source. Show 5' D.E along I.R.F. (outside)
- 144. ___ Show on plan whether FEMA or County benchmark used to establish I.R.F. Also identify location of benchmark.
- 145. ___ Provide compensatory grading plan for work within the I.R.F./floodplain.
- 146. ___ Discharge pipe from Detention/Water Quality pond must release a minimum of 25' from property line.
- 147. ___ Discharge pipe from any structure not to exceed 2% from said structure to headwall.
- 148. ___ All storm drain pipes or culverts carrying stormwater from the street and the adjacent property between or through lots shall be extended to at least thirty (30) feet behind the rear of the house.
- 149. ___ Relocate: _____ out of I.R.F.
- 150. ___ State that non-erosive flows will be provided for leaving the site.
- 151. ___ State discharge flow volume and velocity leaving the site and provide adequate mitigation design against erosion damage.
- 152. ___ Contact U.S. Army Corps of Engineers regarding wetland permit determination. Provide copy of Nationwide or Individual Permit application.
- 153. ___ Obtain water impoundment permit from Health Department for lake construction.

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154. ___ Obtain written approval from GA. D.N.R. for this plan for dam construction.
155. ___ Show location of any existing inert waste bury pits on construction plans. New bury pits are permitted only in M-2 (Industrial) district as defined in Chapter 27, and by a permit issued by the Georgia Department of Natural Resources, Environmental Protection Division (Code Section 14-37 (b)(6)).
156. ___ Provide verification of notification of all property owners affected by off-site work. Secure easements before submittal of plans for review and provide a copy of the executed easement agreement.
157. ___ Other: Use 3.36 inch as the value for the one year (1-year) precipitation depth._____

EROSION, SEDIMENTATION AND POLLUTION CONTROL: Incorporate applicable best practices from G.S.M.M. Volume Three

158. ___ Embed in the plan set the completed applicable GAR Erosion and Sediment control plan checklist(s) used to prepare the plan. The checklist must be updated for the year in which the permit is to be issued. If it applies embed the completed Appendix One checklist indicateing the selected items. Provide the GPS location of the construction exit for the site. Give the Latitude and Longitude in decimal degrees.
159. ___ Show 75' horizontal buffer zone on all state water requiring buffer or provide a copy of the approved encroachment variance from GA E.P.D (closet 25') or DeKalb County (Furthest 50') or certify there are no state waters buffers proposed to be disturbed as a result of the permit application.
160. ___ **Variance from GA. E.P.D is required for encroachment of the 25' State waters buffer zone.**
161. ___ Show double row Type 'S' silt fence between land disturbing activity and State waters, wetlands and/or floodplain.
162. ___ Show the name and phone number of the 24-hour local emergency contact on the erosion and sediment pollution control plan.
163. ___ Show total tract size in acres. Show total disturbed area in acres. All common development must consider proposed land disturbance for all building lot areas. Provide calculations for required NPDES fee. Fees are \$40.00 per disturbed acre paid to Dekalb County and \$40.00 per disturbed acre paid to Georgia E.P.D.
164. ___ File notice of intent and notice of termination with GA. E.P.D. and provide a copy of all the filed documents to include the application, the fee form, copy of the fee payment, and delivery receipt to DeKalb County, if land disturbance is one acre or more or within 200 feet of state waters. Submission must be 14 days prior to start of land disturbance activities.

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- 165.____ Show the soil series on the grading plan and erosion control plan.
- 166.____ Show existing and proposed contours with labels and differing line weights or line types.
- 167.____ Show adjacent area, such as streams, lakes, drainage ditches, residential areas, etc, which might be affected.
- 168.____ Show vegetative plan for all temporary and permanent vegetative practices, including species, planting dates, seeding, fertilizer, and mulching rates.
- 169.____ Provide retrofit sediment control structure at detention/sediment basin outlet to one-half the height of the outlet control structure with a filter blanket of 3" - 4" stone.
- 170.____ Show location and details of all erosion and sediment control practices to be used, using uniform coding **symbols** and details from the current Manual for Erosion and Sediment Control in Georgia, Chapter 6. Practices may include, but not be limited to:
- Construction exit.
 - Sediment Barrier per the Manual.
 - Retrofitting.
 - Temporary sediment basin and calculations.
 - Storm drain inlet sediment traps.
 - Storm drain outlet protection.
 - Channel stabilization and vegetation.
 - Check dams.
 - Rock filter dams.
 - Down drains.
 - Temporary creek crossings.
 - Other: _____
- 171.____ Show Construction Activity Schedule with anticipated starting and completion dates for project, and detailed sequence of events for all activities, including but not limited to:
- a) Installation of initial sediment control measures.
 - b) Installation of temporary sediment basins or retrofitting.
 - c) Clearing, grubbing and grading operations.
 - d) Maintenance of erosion and sediment control measures.
 - e) Installation of detention facility.
 - f) Grassing-including mulching, temporary and permanent vegetation.
 - g) Construction and installation of other site improvements.
 - h) Final landscaping, grassing, cleaning of storm drains, etc
- 172.____ Show the proposed location of topsoil stockpile on the plan.
- 173.____ Provide a typical lot erosion, sedimentation and pollutant control plans and separate plans for any lot that may not fit the typical.

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- 174.____ Provide a narrative for location, method of containment and disposal procedures for concrete truck or mixer wash out.
- 175.____ Provide a narrative for storage location, method of containment and emergency procedures in the event of a spill or reportable quantity of petroleum products.
- 176.____ Provide a narrative for paint and/or other chemicals with respect to storage, clean-up and disposal.
- 177.____ Delineate all State waters on or within 200 feet of the site. Use the DeKalb County G.I.S. resources.

Note on the plan:

- 178.____ Erosion control measures will be maintained at all times. If full implementation of the approved plan does not provide for effective erosion control, additional erosion and sediment control measures shall be implemented to control or treat the sediment source.
- 179.____ Sediment and erosion measures and practices to be inspected daily.
- 180.____ All disturbed areas to be grassed as soon as construction phases permit.
- 181.____ The escape of sediment from the site shall be prevented by the installation of erosion control measures and practices prior to, or concurrent with land disturbing activities.
- 182.____ Cut and fill slopes shall not exceed 3H:1V on residential projects and lots, and shall not exceed 2H:1V on all other projects. If compliance is not met an application for a variance may be an option.
- 183.____ Weekly erosion and sediment control reports shall be submitted to the development department starting with the issuance of the development permit and ending when project is released by the inspector.

Notes:

- 184.____ "I certify that the permittee's erosion, sedimentation and pollution control plan provides for an appropriate and comprehensive system of best management practices required by the Georgia Water Quality Control Act and the document 'manual for Erosion and Sediment control in Georgia', published by the State Soil and Water Conservation Commission as Of January 1 of the year in which the land disturbing activity was permitted, provides for the sampling of the receiving water(s) or the sampling of the storm water outfalls and the designed system of Best Management Practices and sampling methods is expected to meet the requirements contained in the General NPDES Permit N0. Gar 10000_(1, 2 or 3)."
- 185.____ "I certify under penalty of law that this plan was prepared after a site visit to the locations described herein by myself or my authorized agent, under my direct supervision."

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- 186.____ Inspections by a qualified personnel provided by the primary permittee and the associated records shall be kept on site in compliance with Gar. 10000_ (1, 2 or 3).
- 187.____ The Notice of Intent and Notice of Termination shall be filed with EPD and DeKalb County, if applicable.
- 188.____ Other: _____

ROAD IMPROVEMENTS:

- 189.____ 18" curb and gutter. Provide the detail.
- 190.____ 5' planting strip or other as required by code. Show on the plan with label.
- 191.____ Note on the preliminary plat/plan if sidewalks are proposed.
- 192.____ Install five- (5') foot wide or other (6ft., 10ft., 15ft.) sidewalk along: _____. **Show details per County standards** and coordinate water meter locations with Water & Sewer department.
- 193.____ Show proposed Right-of Way, dimensioned from centerline:
_____ feet from C.L. of: _____
_____ feet from C.L. of: _____
- 194.____ Consult the DeKalb County Thoroughfare Plan and determine the required right-of-way.
- 195.____ Show existing Right-of-Way, dimensioned from centerline and total width.
- 196.____ Show the proposed right-of-way required and the right-of-way area to be dedicated.
- 197.____ Execute and return attached Right-of-Way deeds to development Review section.
- 198.____ Execute and return road improvement maintenance bond agreement.
- 199.____ Show widening of _____ feet from centerline to face of curb on: _____
for a distance of _____
- 200.____ Show widening of _____ feet from centerline to face of curb on: _____
for a distance of _____

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- 201. ___ Show _____ foot deceleration lane with 50-foot taper.
- 202. ___ Show taper from face of new curb to existing pavement. Taper to extend 50-feet beyond property line.
- 203. ___ Show details of widening per Std. 705 and header curb per Std. 501 on plan.
- 204. ___ Show existing elevation of centerline, right and left gutter or edge of pavement and elevation of proposed gutter line where road widening is proposed.
- 205. ___ Show width of existing pavement, dimensioned from centerline and total width of all adjoining streets.
- 206. ___ **Show the line of sight at the road way.**
- 207. ___ Show the posted speed limit.
- 208. ___ Note on the plan: Necessary barricades, sufficient lights, signs and other traffic control methods as may be necessary for the protection and safety of the public shall be provided and maintained throughout the widening of and construction on DeKalb County roads.
- 209. ___ Show Right-of-Way and paving widths on all new streets. Provide street profile for public or private streets.
- 210. ___ Show curb radii at all street entrances and intersections. The minimum commercial driveway radius is 35 Feet unless otherwise specified in DeKalb ordinance or policy.
- 211. ___ Show: _____ foot wide entrance for two-way traffic per Georgia DOT details. **Show detail on the plan.**
- 212. ___ Show 14-foot wide, minimum, entrance for one-way traffic per Georgia DOT details. **Show detail on plan.**
- 213. ___ Close/omit driveway entrance(s) shown at: _____
- 214. ___ Show cud-de-sac details, including spot elevations, on construction drawings.
- 215. ___ Show temporary cul-de-sac at end of: _____
- 216. ___ Omit island at: _____
- 217. ___ Note on plan that Georgia D.O.T permit/review is required on: _____
- 218. ___ Show all Georgia D.O.T standard details on plan where applicable.
- 219. ___ Other: _____

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VEGETATION PROTECTION AND REPLACEMENT:

220. ___ Provide calculations for preservation (significant tree) requirement.
221. ___ Project must comply with landscaping requirements for parking lots (Refer to Chapter 27 of the ordinance).
222. ___ Tree protection and replacement plan is inadequate or needs clarification.
223. ___ Provide a separate tree protection and replacement plan.
224. ___ Provide calculations for unit density and replacement requirements.
225. ___ Show recompense for specimen trees removed, if applicable.
226. ___ Provide off-site planting calculation.
227. ___ **Board of Zoning Appeals approval required for removal of specimen tree(s).**
228. ___ **Provide a tree survey showing location, size, and species of all specimen trees, all trees 18" (eighteen inch) DBH or larger and critical root zones.**
229. ___ Show location, size **and species** of all existing trees to be saved to meet requirements and all replacement trees that are needed to meet requirements.
230. ___ Show that replacement trees are at least 50% overstory trees with no more than 25% of any single species and no more than 25% of evergreen species.
231. ___ Show limits of land disturbance, clearing, and staging areas for debris burning and construction materials.
232. ___ **Show all utilities, easements, buffers, building setbacks, right-of-way, and designated save areas.**
233. ___ Show location of tree protection measures and procedures for the implementation, installation and maintenance.
234. ___ **Provide details of tree protection fencing.**
235. ___ **Provide detention pond landscaping. (Sect. 14-40 (b)(10)).**

Note on the plan:

236. ___ **All tree protection fencing to be inspected daily and replaced or repaired as needed.**

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237. ___ All tree protection devices are to be installed prior to start of land disturbance and maintained until final landscaping is installed.

238. ___ No parking, storage or other construction site activities are to occur within tree protection areas.

239. ___ All required vegetation must be maintained for two growing seasons after the date of final inspection.

240. ___ All tree protection areas to be protected from sedimentation.

241. ___ Other: _____

VARIANCES, SPECIAL EXCEPTIONS, SPECIAL LAND USE PERMITS, ETC:

242. ___ Building(s) not far enough from: Right-of- Way: _____ feet required.

Side property line: _____ feet required.

Rear property line: _____ feet required.

243. ___ Parking located within required front yard. Contact our Planning Department regarding variance process at (404) 371-2155.

244. ___ Building within transitional buffer area. Contact our Planning Department at (404) 371-2155.

- a) Parking within transitional buffer.
- b) Entrance too close to property. 20-foot setback required.
- c) Entrance too close to another entrance. 40-foot separation required.
- d) Entrance too close to intersection. 50-foot setback required.
- e) Lot width too narrow.
- f) Lot area too small.

245. ___ Contact our Planning Department at (404) 371-2155 for:

- a) Administrative Variance.
- b) Zoning Board of Appeals approval.
- c) Special Exception Permit required from Board of Appeals.
- d) Alteration of zoning conditions required.
- e) Special Land Use Permit required (S.L.U.P).
- f) Special Administrative Permit required.
- g) Other: _____



404.371.2155(o)

404.371.4556 (f)

DeKalbCountyga.gov

Clark Harrison Building

330 W. Ponce de Leon Ave

Decatur, GA 30030

DEPARTMENT OF PLANNING & SUSTAINABILITY

REVIEWED BY: _____

ENGINEER'S CERTIFICATION STATEMENT:

With my initials at the line above and my seal and signature below, I _____

A professional Engineer, Architect or Landscape Architect licensed in the State of Georgia, hereby certify that I have personally reviewed the attached submittal plans for a land disturbance permit. In my opinion these submittal plans meet all applicable regulations and ordinances of DeKalb County. DeKalb County and other affected parties may rely on this certification.

Signed: _____

Georgia Registration#: _____