SKETCH PLAT REVIEW CHECKLIST

Date: __________________________

PROJECT NAME______________________________________________________________

FILE NO.______________ ZONING DISTRICT_________ MAP REFERENCE____________________

CODE SECTION

___ 14-87: Conference with Planning Director

14-89: Required Information:

___ (1) Boundary lines.

___ (2) Streets on or adjacent to tract.

___ (3) Contour data.

___ (4) Tree survey.

___ (5) Historic resources.

___ (6) Natural features.

___ (7) Soils.

___ (8) Geographical data.

___ (9) Prior subdivisions.

___ (10) Zoning district.

___ (11) Permits.

___ (12) Variances.
___(13) Septic tanks.
___(14) Sewers.
___(15) Sewer easements.
___(16) Water mains.
___(17) Water main easements.
___(18) IRF.
___(19) Wetlands.
___(20) Receiving waters.
___(21) Certificate of conformity.
___(22) Bury pits.
___(23) Seal.

14-89: Proposed Physical Layout:
___ (1) Title.
___ (2) Street names.
___ (3) Rights-of-way
___ (4) Sidewalks.
___ (5) Lots.
___ (6) Dedications.
___ (7) Yards.
(8) Zoning conditions.

(9) Corner lots.

(10) Transitional buffers.

(11) BMPs.

(12) IRF

(13) Covenants.

(14) Sewer easements

(15) Water main easements.

(16) Fire Hydrants

(17) Fencing

(18) Electrical service.

14-89 : Additional Information:

(1) Owner consent.

(2) Taxes.

(3) Location.

(4) Vicinity map.

(5) Owners names and zoning of adjacent properties.

(6) Engineer.
14-92: Scale.

14-96: (This section for Planning Department Use Only)

(1) Water supply.

(2) Adequacy of sewer.

(3) Stormwater management.

(4) Flood Plains, watercourses, wetlands, woodlands.

(5) Non-conforming lots.

(6) Abutting state highway.

(7) Meets all code requirements.

(8) Certificate of Appropriateness.

(9) Municipal / County boundaries.

(10) All requirements of Sections 14-89 & 14-90 have been met.

14-96 (10) (c): Add wording:

This sketch plat has been submitted to and approved by the Planning Commission of DeKalb County, on this ________________day of ________________________, 20__________.

By: ____________________________________________ (By Director) Planning Commission Chairman
DeKalb County, Georgia
14-166: Adequate Public Facilities:

__ (1) Comprehensive Plan Consistency.

__ (2) Water.

__ (3) Wastewater.

__ (4) Stormwater Management.

__ (5) Roads.

__ (6) Extension policies.

14-167: Conservation of Natural Resources:

__ (a) (1) Wetlands.

__ (a) (2) Intermediate regional floodplain.

__ (b) (1) Avoid adversely affecting watercourses, ground water, and aquifer recharge.

__ (b) (2) Minimize cut and fill.

__ (b) (3) Minimize impervious cover and the environmental impacts of roads and access points.

__ (b) (4) Minimize flooding.

__ (b) (5) Minimize adverse effects of noise, odor, traffic, drainage, and utilities on neighboring properties.

__ (c) (1) Areas set aside.

__ (c) (2) Compliance with subsection (b).

__ (c) (3) Proposed subdivision not in the best interest of the public health, safety, and general welfare of the county.
14-181 (b): Street arrangements, character, extent, width, grade and location.

14-182: Arrangement where not shown on thoroughfare plan.

14-183: Minor street / Minor arterial.

14-184: Thoroughfare plan.

14-185: Subdivisions bordering on or containing arterial streets, railroad right-of-way, or limited access highway right-of-way.

14-186: Reserve strips.

14-187: Street intersection spacing.

14-188: Intersections – right angle.

14-189: Property line to be curved or mitered.

14-190: Street classification and right-of-way width.

14-191: Improvements, right-of-way dedication.

14-191 (e): Board of Commissioners waiver of right-of-way, road improvements.

14-192: Half streets.

14-193: Temporary dead-end streets.

14-194: Permanent dead-end street; cul-de-sac required.

(a) Cul-de-sac required.

(b) Minimum radius; provide a landscaped island.

14-195: Alleys.
14-196: Street grades.

14-197: Minimal horizontal curve radius.

14-198: Minimum sight distance.

14-199: Design of intersections.

14-200: Access management.

14-200 (e): Number of access points.

14-200 (j): Deceleration

14-201: Planting Strips

14-201: Permission for easement dedication required.

14-201: Floodplain easements – on-site.

14-201: Drainage easements – off-site.

14-201: Pedestrian and bicycle easements and paths.

14-201: Length, width, and shape of blocks.

14-201: Desirable maximum and minimum block length.

14-201: Mid-block easements and pedestrian paths.

14-201: Lot compliance with zoning ordinance.

14-201: Corner lots.

14-201: Frontage.

14-201: Through lots and reverse frontage lots prohibited.
__ 14-260: Side lot lines

__ 14-275: Open space required; purposes.

__ 14-276: Restrictions on open space.

__ 14-277: Dedication of parks, open space, recreation areas, and conservation easements.

__ 14-286: Reservation of sites for civic use.

__ 14-351(e): Dry sewer waiver.

__ 14-356: Comments, recommendations to be marked on preliminary plat.

__ 14-379(d): Contour intervals.

__ 14-383: Sidewalks and bicycle lanes.

__ 14-384: Parking on public right-of-way.

__ 14-385: Underground utilities.

__ 14-386: Street lights.

__ 14-396: Septic tank data.

__ 14-397: Contour intervals.

__ 14-398: Soil analysis.

__ 14-399: Analysis.

__ 14-404: Board of Health recommendations.

__ 14-405: Impoundment permit.
DEPARTMENT OF PLANNING & SUSTAINABILITY

ZONING CODE

27-31 – Definitions. Refer to ________________________________.

27-_______ Zoning District ________________ Principle uses and structures, accessory uses, buildings and structures, special permits, lot width, lot area, setbacks, building spacing, transitional buffer zone, building height, floor area, lot coverage, off-street parking requirement, landscape requirement, parking lot landscape requirement.

27-_______, _____________________________ Overlay district. District boundaries. Applicability of regulations, use restrictions, hazard marking / lighting, principle use / structures, accessory use / structures, lot coverage, clearing and grading of lot, height limitation, tree removal / replacement, protection of steep slopes, driveway, conservation easement, lighting, density bonus.

27-753: Landscape requirements for parking lots.

27-756: Lots.

27-757: Lots, corner.

27-758: Lots served by septic tanks

27-759: Lots with well and septic tank.

27-763: Open space.

27-772: Regional impact.

27-776: Site plan preparation.

27-783: Traffic and street improvements.

27-785: Transitional buffer zone.

27-788: Yard requirements.

Sec. 1139 (b): Show name and address of a person to whom notice of a public meeting on the proposed sketch plat may be sent.
ADDITIONAL REQUIRED PLAT REVIEW ITEMS

___ Show developer’s name, address, and phone number.

___ Show number of lots / units in development.

___ Who will provide water service?

___ Who will provide sewer service?

___ Add note: Recorded off-site sewer easement required prior to issuance of development permit.

___ Add note: A 75’ tributary buffer will be maintained on all state waters that are not approved for a buffer encroachment variance by DeKalb County or GA. E.P.D.

___ Add note: Sketch plat approval does not constitute approval of the storm drainage or sanitary sewer systems. No construction shall begin until construction plans are approved and a development permit is obtained.

___ Add note: The owner of the property is responsible for compliance with the Corps of Engineers requirements regarding wetlands.

Reviewed by___________________________________________. 