



DeKalb County Planning & Sustainability Department

178 Sams Street
Decatur, GA 30030

Lorraine Cochran-Johnson
Chief Executive Officer

Juliana A. Njoku
Director

REQUIREMENTS FOR AS-BUILT LOT SURVEYS

This checklist shall be submitted with your documents/drawings. Answers shall be provided to all items as “no” or “yes”; and if “no”, you must explain why the item in question is not applicable.

Project Name:

Date:

Address:

Parcel #:

INFORMATION TO BE SHOWN ON THE DRAWINGS	IS ITEM ADDRESSED?		IF NO, EXPLAIN
1. Drawings to scale with Point of Beginning, sealed by a Surveyor, licensed in the State of Georgia	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
2. Show graphic scale and north arrow	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
3. Show the shape, dimensions and bearings of the property lines	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
4. Show the nearest adjacent street and the driveway to the street	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
5. Show the name of the nearest adjacent street and its right-of-way width	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
6. Minimum sheet size is to be 11" x 17"	NO <input type="checkbox"/>	YES <input type="checkbox"/>	

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<p>7. Show any easements, buffers and related variances on the property</p>	<p>NO <input type="checkbox"/></p>	<p>YES <input type="checkbox"/></p>	
<p>8. Show the following features as applicable if within 200ft of property line:</p> <ul style="list-style-type: none"> • Flood plain limit (AE, A, X, etc.) with Base Flood Elevation • AFCF (area adjacent to future condition floodplain: 3' above BFE or 1' above Future Condition Floodplain, whichever is greater) • Future Conditions floodplain (if different from BFE) • Transitional zoning buffers • Stream buffers 	<p>NO <input type="checkbox"/></p>	<p>YES <input type="checkbox"/></p>	
<p>9. Show the slope of the driveway and landings. Driveway slope shall not exceed 20%.</p>	<p>NO <input type="checkbox"/></p>	<p>YES <input type="checkbox"/></p>	
<p>10. Show direction of surface flow across property</p>	<p>NO <input type="checkbox"/></p>	<p>YES <input type="checkbox"/></p>	
<p>11. Show any retaining walls with bottom and top of walls elevation. Note any restraint system at the top of walls that are over 30" in height.</p>	<p>NO <input type="checkbox"/></p>	<p>YES <input type="checkbox"/></p>	
<p>12. Show any encroachments on the property or on the adjacent property or into the right-of-way.</p>	<p>NO <input type="checkbox"/></p>	<p>YES <input type="checkbox"/></p>	
<p>13. Show any storm drain inlet(s) in front of property along the property side of the street. Minimum distance between end of driveway radius and the inlet(s) shall be 4ft.</p>	<p>NO <input type="checkbox"/></p>	<p>YES <input type="checkbox"/></p>	



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14. Show the property address	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
15. Show the height of the building and the size of primary residence in square feet	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
16. Show the primary building and any accessory structures location.	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
17. Show Finished Floor Elevation (FFE) for garage, basement and main floor.	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
18. Show location of water quality BMP(s) installed with distance to nearest property line, if BMP is proposed on approved plans.	NO <input type="checkbox"/>	YES <input type="checkbox"/>	