



City of Acworth
Community Development Department

4415 Senator Russell Avenue
Acworth, Georgia 30101
Office: (770) 974-2032
Fax: (770) 917-0590
www.acworth.org

DEVELOPMENT PLAN REVIEW APPLICATION

Project Name: _____

Former Project Name (if applicable): _____

Zoning District: _____ Acreage: _____ Number of Units (if applicable): _____

Owner(s) name: _____

Applicant(s) Name: _____

Property Location: _____
Property Address Land Lot(s), Parcel(s)

Contact Mailing Address: _____

Contact Phone Number: _____ Fax: _____

Contact Email address (if available): _____

Note: After concept plans are approved by the Mayor and Board of Aldermen, civil construction plans may be submitted. All plan review application packages must be complete prior to review (see attached checklist). The City is billed by hourly basis from a contract engineer - the applicant is responsible for all fees incurred during the course of the review. This includes, but is not limited to, any extended reviews, resubmittals, telephone consultations, or meetings. By signing this application, the applicant and/or owner agree to these terms and conditions. The applicant is responsible for obtaining all Cobb County Fire and Water & Sewer approvals. Proof of approvals (stamped plans) is required prior to the City's approval.

Applicant Checklist:

- Required number of complete sets of development construction plans (3) w/stipulations attached
Required Hydrology Study (2 sets)
Required Fee (first submittal only) - \$500.00: < 5 acres; \$750.00: 5-15 acres; \$50/acre: > 15 acres
(Additional fees may be incurred - see note above.)
Resubmittal Fee (each submittal): \$300.00: < 5 acres; \$500.00: 5-15 acres; \$35/acre: > 15 acres
Signed Submittal Sheet for Cobb County Fire and Cobb County Water & Sewer (See attached page)
Applicant's completed checklist (See attached pages 3-14)
Was a variance required? (If so, provide the City approved Stipulation Letter)

Owner's signature: _____ Date: _____

Print Owner's Name: _____

Applicant's signature: _____ Date: _____

Print Applicant's Name: _____



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– Please be advised –

This form must be completed & attached to the application form upon submittal for plan review and approval.

Development: _____

Cobb County Fire & Emergency Services

The above mentioned civil site development plans have been submitted to Cobb County Fire & Emergency Services for review.

Cobb Fire Signature

Date

Print Name (Cobb Fire)

Cobb County Water & Sewer

The above mentioned civil site development plans have been submitted to the Cobb County Water & Sewer Department for review.

Cobb Water Signature

Date

Print Name (Cobb Water)



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DEVELOPMENT PLAN REVIEW APPLICATION

Development Name: _____

Location: _____

Owner/Developer: _____

Contact: _____ Phone #: _____

Engineer: _____

Contact: _____ Phone #: _____

***** This checklist shall be completed by the plan preparer and submitted with the application *****

***** If a project has been approved with differing requirements by the Mayor & Board, please note as such on the plans*****

***** This checklist does not constitute a full review. Applicant is responsible for all applicable City Codes and Ordinances *****

Applicant Verified	Item Addressed X = no	Item Description	Re-review
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SITE DEVELOPMENT:

- | | | | | |
|-------|--------------------------|--------------------------|---|--------------------------|
| SD.01 | <input type="checkbox"/> | <input type="checkbox"/> | Appropriate Scale (No less than 1" = 100') and North Arrow | <input type="checkbox"/> |
| SD.02 | <input type="checkbox"/> | <input type="checkbox"/> | Dedications Appropriately Indicated | <input type="checkbox"/> |
| SD.03 | <input type="checkbox"/> | <input type="checkbox"/> | Section Lines | <input type="checkbox"/> |
| SD.04 | <input type="checkbox"/> | <input type="checkbox"/> | Location, Width; Names of Streets and Railroads | <input type="checkbox"/> |
| SD.05 | <input type="checkbox"/> | <input type="checkbox"/> | Utility Easements | <input type="checkbox"/> |
| SD.06 | <input type="checkbox"/> | <input type="checkbox"/> | Existing and Proposed Site Topography | <input type="checkbox"/> |
| SD.07 | <input type="checkbox"/> | <input type="checkbox"/> | 100-Year Flood Plain or Statement, Wetlands, State Waters and Buffers
(Delineate: 25' undisturbed state / 50' undisturbed City / 75' impervious setback) | <input type="checkbox"/> |
| SD.08 | <input type="checkbox"/> | <input type="checkbox"/> | Delineate 100-year floodplain limits on the grading / drainage drawing,
with the 100-year base flood elevations (BFE's) | <input type="checkbox"/> |
| SD.09 | <input type="checkbox"/> | <input type="checkbox"/> | Provide the cut-fill volume compensation cross-sections and calculations
if construction fill is placed within the 100 year floodplain | <input type="checkbox"/> |
| SD.10 | <input type="checkbox"/> | <input type="checkbox"/> | Building Locations and FFE's | <input type="checkbox"/> |
| SD.11 | <input type="checkbox"/> | <input type="checkbox"/> | Location, Height and Materials of Walls and Fences | <input type="checkbox"/> |

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SD.12	<input type="checkbox"/>	Dumpster Location in Rear with Screen Enclosure (not chain link) and gate, 10' x 10' concrete pad, and hose bibb	<input type="checkbox"/>
SD.13	<input type="checkbox"/>	Driveway Location and Dimensions	<input type="checkbox"/>
SD.14	<input type="checkbox"/>	Applicable Covenants or Restrictions	<input type="checkbox"/>
SD.15	<input type="checkbox"/>	Traffic Flow on Adjoining Streets Requires Improvements	<input type="checkbox"/>
SD.16	<input type="checkbox"/>	Parking Location and Adequacy (See Parking Checklist)	<input type="checkbox"/>
SD.17	<input type="checkbox"/>	Paved sidewalks (at least 5' wide) shall be provided along all road frontages	<input type="checkbox"/>
SD.18	<input type="checkbox"/>	Landscape strip (at least 6' wide) shall separate sidewalks from roadway curbs. Where practical limitations require the sidewalk may be placed as close as 2' from the curb, but no closer than 2' unless authorized by the Mayor and Aldermen	<input type="checkbox"/>
SD.19	<input type="checkbox"/>	Open Space Amount and Location	<input type="checkbox"/>
SD.20	<input type="checkbox"/>	Protective Screening	<input type="checkbox"/>
SD.21	<input type="checkbox"/>	ARC and GRTA Review Required	<input type="checkbox"/>
SD.22	<input type="checkbox"/>	Storm Water Detention (See Storm Water Drainage Section)	<input type="checkbox"/>
SD.23	<input type="checkbox"/>	Stream Crossing Requires Mayor and Alderman Approval	<input type="checkbox"/>
SD.24	<input type="checkbox"/>	Vehicular Connection to Adjacent Commercial Properties (if applicable)	<input type="checkbox"/>
SD.25	<input type="checkbox"/>	DOT Requirements: Georgia, Cobb, Acworth	<input type="checkbox"/>
SD.26	<input type="checkbox"/>	Improvements to Existing Streets Needed to Accommodate Increased Traffic (City may require traffic counts and/or traffic studies)	<input type="checkbox"/>
SD.27	<input type="checkbox"/>	Curb cuts shall be no closer than 40' to an intersection and no closer than 30' to another curb cut. A curb cut shall no less than 24' wide, no more than 30' wide and no closer than 20' to a property line without approval of Public Works Director	<input type="checkbox"/>
SD.28	<input type="checkbox"/>	Corner Visibility: No fence, structure, sign, planting or other obstruction shall be within 15' of the intersection of the R/W (Section 83 or as specified by the Public Works Department)	<input type="checkbox"/>
SD.29	<input type="checkbox"/>	Handicap Accessible Sidewalk along frontage	<input type="checkbox"/>
SD.30	<input type="checkbox"/>	Hydrology Report (See Hydrology Report Review Checklist)	<input type="checkbox"/>

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SD.31	<input type="checkbox"/>	Storm Drains 42" and smaller carrying storm water from the street through lots shall be extended at least 60' behind the building (Sub. & Dev. Reg's Section 31)	<input type="checkbox"/>
SD.32	<input type="checkbox"/>	Water and Sewer (Separate approval required by Cobb Water and Sewer and Cobb Fire) <ul style="list-style-type: none"> <input type="checkbox"/> Sufficient Fire Hydrants <input type="checkbox"/> Hose bibbs at Dumpster Pads <input type="checkbox"/> Sewer profile with utility and storm crossings 	<input type="checkbox"/>
SD.33	<input type="checkbox"/>	Septic Tanks: If Sanitary Sewer is not available and road frontage of lot is at least 100', septic tank may be approved by the Cobb County Health Dept. and the following shall be provided to the Health Dept: (Sub. & Dev. Reg's Section 30) <ul style="list-style-type: none"> <input type="checkbox"/> Topographic Information <ul style="list-style-type: none"> <input type="checkbox"/> Location of Drainage Facilities, Natural and Proposed <input type="checkbox"/> Percolation Test Results Indicated on Plat <input type="checkbox"/> Sanitary Sewer Fixtures Per Dwelling Unit 	<input type="checkbox"/>
SD.34	<input type="checkbox"/>	Loading spaces where required must be 12' x 35' with 14' vertical clearance and must be screened	<input type="checkbox"/>
SD.35	<input type="checkbox"/>	Number of loading spaces conforms to Table K (Section 89)	<input type="checkbox"/>
SD.36	<input type="checkbox"/>	Erosion and Sedimentation Control Plan (See E&SC Plan Review Checklist)	<input type="checkbox"/>
SD.37	<input type="checkbox"/>	State Erosion Control Certification Number and expiration date identified	<input type="checkbox"/>
SD.38	<input type="checkbox"/>	Detention facility structural wall review: The City and the City's Engineer both require a Structural Engineer to be retained by applicant	<input type="checkbox"/>
SD.39	<input type="checkbox"/>	Dam Design Review: The City and the City's engineer both require a Structural Engineer to be retained by applicant	<input type="checkbox"/>

PARKING REQUIREMENTS:

PK.01	<input type="checkbox"/>	Private Streets Shall Not Be Used to Satisfy Off-street Parking Requirements	<input type="checkbox"/>
PK.02	<input type="checkbox"/>	Required Parking Spaces Conforms to Table J (Section 85)	<input type="checkbox"/>
PK.03	<input type="checkbox"/>	30% of Required Parking Spaces are in Side or Rear Yard for All Commercial, Industrial, and Dense Residential Districts (C-1, C-2, OIT, LRO, OP, LI, HI, R-5, RC, RM-6, and RM-8)	<input type="checkbox"/>
PK.04	<input type="checkbox"/>	Overflow Parking: Additional parking above the maximums provided in Table J shall be constructed of impervious materials and shall be in rear or side yards	<input type="checkbox"/>

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- PK.05 Required Parking Pavement Structure is: **(Section 86)**
 4” of 3,000 PSI Concrete with 20’ Control Joints, Reinforced
 Asphaltic Concrete – Surface and Binder Totaling 3” Thickness
 Bricks in a 4” Concrete Base or Sand Granite Leveling Base
- PK.06 Parking Space Dimensions: 9’ x 20’
- PK.07 Driveway Aisles:
 90° Parking – 24’ Drive Isle Width
 60° Parking – 20’ Drive Isle Width
- PK.08 Parking lot meets landscape requirements
- PK.09 No Parking in required front yard except single family residential which may have up to 35% of front yard used for parking
- PK.10 Overflow parking shall be designed to accommodate vehicles up to 8,000 pounds and may be grass pave, Turfstone, UNI Eco-stone, or other surfaces approved by the Administrator and City Engineer **(Section 87)**
- PK.11 Handicap parking meets ADA reqts (2% max slope, acces. route, details, etc.)

STREET/ROADWAY DESIGN REQUIREMENTS:

- RD.01 Subgrade Must Be at Least 98% Standard Proctor Density
- RD.02 Cul-de-sacs: 700’ Maximum Length, 100’ Diameter R/W; 80’ Diameter Roadway
- RD.03 Minimum Roadway Grade – 1%
- RD.04 Horizontal Curves: Minimum radius of 100’; minimum of 100’ tangent between reverse curves on major thoroughfares
- RD.05 Minimum roadway profile standards:
- | | <u>R/W</u> | <u>WIDTH</u>
(BC – BC) | <u>BASE</u>
(GAB) | <u>BINDER</u>
("E") | <u>SURFACE</u>
(SUPERPAVE) | <u>MAX. GRADE</u> |
|---------------------|------------|---------------------------|----------------------|------------------------|-------------------------------|-------------------|
| Major Thoroughfares | 100’ | 52’ | 10” | 3” | 2” | 5% |
| Industrial Streets | 50’ | 30’ | 10” | 3” | 2” | 15% |
| Collector Streets | 50’ | 28’ | 8” | 2” | 1” | 15% |
| Minor Streets | 50’ | 24’ | 8” | 2” | 1” | 15% |

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RD.06	<input type="checkbox"/>	<input type="checkbox"/> Horizontal Sight Distance Minimums: <input type="checkbox"/> 400' for Major Thoroughfares <input type="checkbox"/> 300' for Minor Thoroughfares <input type="checkbox"/> 200' for Collectors and Local Streets	<input type="checkbox"/>
RD.07	<input type="checkbox"/>	Intersections: No less than 60° angle of intersection; curb radius not less than 25'; R/W at radius shall be chords rather radii, from the beginning to the end of where the chord radius intersects the R/W Line	<input type="checkbox"/>
RD.08	<input type="checkbox"/>	Either Curb and Gutter or Rolled Curb Shall Be Installed on All Streets	<input type="checkbox"/>
RD.09	<input type="checkbox"/>	Sidewalks shall be provided near schools and other places of public assembly, in commercial areas, and intensive residential developments (i.e. Apartment Areas)	<input type="checkbox"/>
RD.10	<input type="checkbox"/>	Storm drain minimum size under streets is 18 inches. (Section 29)	<input type="checkbox"/>
RD.11	<input type="checkbox"/>	Storm Drains under roadways shall be reinforced concrete pipe (Paved invert required for running stream, i.e. 160 Ac drainage area)	<input type="checkbox"/>
RD.12	<input type="checkbox"/>	Storm Drains 42" and smaller carrying stormwater from the street through lots shall be extended at least 60' behind the building (Section 31)	<input type="checkbox"/>
RD.13	<input type="checkbox"/>	Gutter spread calculations, HEC-12, or approved alternate which show gutter spread for 25-year storm is less than half the travel lane with Manning "n" = 0.016 for pavement	<input type="checkbox"/>
RD.14	<input type="checkbox"/>	Provide street profile drawings, showing all cross drains, culverts, inlets etc.	<input type="checkbox"/>
RD.15	<input type="checkbox"/>	Fire Hydrants: Residential Subdivisions - Fire Hydrants (measured along hose lay) shall be no more than 400' from the center of the lot at the building line; Non-Residential Subdivisions – fire hydrants shall be no more than 500' apart	<input type="checkbox"/>
RD.16	<input type="checkbox"/>	Curb Cuts shall be no closer than 40' to an intersection and no closer than 30' to another curb cut; a curb cut shall be no more than 30' wide and no closer than 20' to a property line without approval of Public Works Director (Section 81)	<input type="checkbox"/>
RD.17	<input type="checkbox"/>	Improvements to existing streets needed to accommodate increased traffic (Section 82)	<input type="checkbox"/>
RD.18	<input type="checkbox"/>	Corner Visibility: No fence, structure, sign, planting or other obstruction shall be within 15' of the intersection of the R/W (Section 83)	<input type="checkbox"/>

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STORMWATER DRAINAGE SYSTEM:

(Cobb County 409.02.01)

- SW.01 Approved Pipe Materials
 - a. Concrete: RCP
 - Slope (S): $1\% \leq S \leq 10\%$
 - Class under fills shall conform to GA DOT standard 1030D
 - b. High Density Polyethylene: HDPE (not permitted under traffic areas)
 - Slope (S): $1\% \leq S$
 - Smooth bore pipe only
 - Watertight bell and spigot gasketed joints must be provided
 - Must have granular backfill to top of pipe
 - No HDPE with depth finished Grade to invert >10'
 - 36" diameter or larger shall be inspected and certified by a Geotechnical Engineer or a manufacturer's representative
 - Submit manufacturer data upon submission to City and City's engineer

- SW.02 Design Criteria
 - Design Storm: Minimum 25- year frequency storm
 - Slope: See pipe material
 - Velocity:
 - Minimum Velocity of 3 fps for 25- year frequency storm
 - Exit velocities greater than 8 fps shall have energy dissipation devices in addition to rip-rap
 - Unimproved ditch velocities must be < 5 fps.
 - Maximum continuous length of storm drainage pipe 300' for pipes 48 inches and smaller

- SW.03 Easement required for drainage from adjacent site
 - Minimum 20' wide for pipes
 - Minimum 20' wide for open channels
 - No easements of stormwater piping on private property
 - No devices on private property (inlets, outlets, grates, etc.)

- SW.04 Provide Storm Drainage Calculations

- SW.05 Details for All Types of Drainage Structures Used Including Headwalls

- SW.06 Provide Storm Drain Profiles Including:
 - 25- year and 100- year HGL's
 - All utilities and storm crossings
 - Structure identification labels consistent with storm drain plan labels
 - Pipe size, length, material, and slope
 - Structure type consistent with plan
 - All structure invert and top elevations

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HYDROLOGY REPORT:

HY.01	<input type="checkbox"/>	<input type="checkbox"/>	Cover Sheet <input type="checkbox"/> Project Title <input type="checkbox"/> Georgia Professional's Seal with signature and date <input type="checkbox"/> Design Firm's name, address, and phone number	<input type="checkbox"/>
HY.02	<input type="checkbox"/>	<input type="checkbox"/>	Pre- Development and Post- Development maps are clear and adequate <input type="checkbox"/> Sub-basins are clearly labeled <input type="checkbox"/> Contributing area for each sub-basin is shown <input type="checkbox"/> Show Runoff coefficient for each sub-basin	<input type="checkbox"/>
HY.03	<input type="checkbox"/>	<input type="checkbox"/>	Narrative provides clear rationale and methodology for hydrology study	<input type="checkbox"/>
HY.04	<input type="checkbox"/>	<input type="checkbox"/>	Summary tables show pre and post-development flows for 2, 5, 10, 25, 50 and 100-year storms. Post developed flows must be less than or equal to pre-development flows for all storm events	<input type="checkbox"/>
HY.05	<input type="checkbox"/>	<input type="checkbox"/>	Rational method may be used for drainage areas up to 50 acres; US Soil Conservation Service (SCS) method may be used for all drainage areas	<input type="checkbox"/>
HY.06	<input type="checkbox"/>	<input type="checkbox"/>	Time of concentration (Tc) calculations must be shown and made with accepted procedures. Minimum Tc for pre-development conditions is 10 min. unless site is less than 1 acre, in which case 5 minutes may be used	<input type="checkbox"/>
HY.07	<input type="checkbox"/>	<input type="checkbox"/>	Outlet control structure detail is included in hydrology report. Detail must be consistent with detention pond grading elevations and construction drawings	<input type="checkbox"/>
HY.08	<input type="checkbox"/>	<input type="checkbox"/>	Hydraulic model input is consistent with outlet control structure details	<input type="checkbox"/>
HY.09	<input type="checkbox"/>	<input type="checkbox"/>	Detention pond grading with 100-year storm elevation and volume is included in hydrology report	<input type="checkbox"/>
HY.10	<input type="checkbox"/>	<input type="checkbox"/>	Downstream impact of development showing timing/release and/or development impact on flood plain in respective basin	<input type="checkbox"/>
HY.11	<input type="checkbox"/>	<input type="checkbox"/>	Narrative provides clear rationale and methodology for hydrology study	<input type="checkbox"/>
HY.12	<input type="checkbox"/>	<input type="checkbox"/>	Water Quality calculations are included and adequate	<input type="checkbox"/>
HY.13	<input type="checkbox"/>	<input type="checkbox"/>	Hydraulic model input is consistent with outlet control structure details	<input type="checkbox"/>

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PLANNING & ZONING REVIEW:

- | | | | | |
|-------|--------------------------|--------------------------|---|--------------------------|
| PZ.01 | <input type="checkbox"/> | <input type="checkbox"/> | Does this project warrant a DRI study:
Office – Greater than 400,000 SF / Commercial – Greater than 300,000 SF
Mixed Use – Greater than 400,000 SF (w/1,800 SF reserved for res. units) or >120 Acres | <input type="checkbox"/> |
| PZ.02 | <input type="checkbox"/> | <input type="checkbox"/> | Indicate graphic scale | <input type="checkbox"/> |
| PZ.03 | <input type="checkbox"/> | <input type="checkbox"/> | Indicate north arrow | <input type="checkbox"/> |
| PZ.04 | <input type="checkbox"/> | <input type="checkbox"/> | Site location map provided | <input type="checkbox"/> |
| PZ.05 | <input type="checkbox"/> | <input type="checkbox"/> | Date of original & all revisions | <input type="checkbox"/> |
| PZ.06 | <input type="checkbox"/> | <input type="checkbox"/> | Exact boundary lines of the tract (heavy line giving lengths and bearings) | <input type="checkbox"/> |
| PZ.07 | <input type="checkbox"/> | <input type="checkbox"/> | Lot size(s) in square feet | <input type="checkbox"/> |
| PZ.08 | <input type="checkbox"/> | <input type="checkbox"/> | Zoning classification of parcel | <input type="checkbox"/> |
| PZ.09 | <input type="checkbox"/> | <input type="checkbox"/> | Zoning classification of adjacent parcels | <input type="checkbox"/> |
| PZ.10 | <input type="checkbox"/> | <input type="checkbox"/> | Indicate references to recorded subdivision plats of adjacent parcels by record name/plat/book/page # (if applicable) | <input type="checkbox"/> |
| PZ.11 | <input type="checkbox"/> | <input type="checkbox"/> | Indicate Rezone Case # with conditions and/or Stipulation Letter with Conditions – show as a detail (if applicable) | <input type="checkbox"/> |
| PZ.12 | <input type="checkbox"/> | <input type="checkbox"/> | Indicate Variance Case # with conditions – show as a detail (if applicable) | <input type="checkbox"/> |
| PZ.13 | <input type="checkbox"/> | <input type="checkbox"/> | Delineate all setbacks on all lots for district | <input type="checkbox"/> |
| PZ.14 | <input type="checkbox"/> | <input type="checkbox"/> | Meets required lot widths | <input type="checkbox"/> |
| PZ.15 | <input type="checkbox"/> | <input type="checkbox"/> | Delineate any and all streams with 75’ buffer shown and labeled:
(25’ State undisturbed; 25’ City of Acworth Undisturbed; 25’ Impervious Surface Buffer = 75’ from top of banks) | <input type="checkbox"/> |
| PZ.16 | <input type="checkbox"/> | <input type="checkbox"/> | Show existing roads with right-of-way shown | <input type="checkbox"/> |
| PZ.17 | <input type="checkbox"/> | <input type="checkbox"/> | Show building area (square feet) | <input type="checkbox"/> |
| PZ.18 | <input type="checkbox"/> | <input type="checkbox"/> | Label proposed use of building | <input type="checkbox"/> |

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PZ.19	<input type="checkbox"/>	<input type="checkbox"/>	Total number of parking spaces provided (w/dimensions) correct (_____ spaces required)	<input type="checkbox"/>
PZ.20	<input type="checkbox"/>	<input type="checkbox"/>	Indicate loading/unloading space required	<input type="checkbox"/>
PZ.21	<input type="checkbox"/>	<input type="checkbox"/>	Tree islands and end cap islands provided for every 12 contiguous parking spaces with one 3” cal. hardwood tree per planter area (two if double row of parking)	<input type="checkbox"/>
PZ.22	<input type="checkbox"/>	<input type="checkbox"/>	RDF met (< 25 acres = 15 u/acre; > 25 acres = 20 u/acre)	<input type="checkbox"/>
PZ.23	<input type="checkbox"/>	<input type="checkbox"/>	Identify any and all specimen trees. All specimen trees shall be protected. If a specimen tree is proposed to be removed, a full explanation and recompense calculations and trees shall be shown	<input type="checkbox"/>
PZ.24	<input type="checkbox"/>	<input type="checkbox"/>	Active tree protective fencing shall be shown on all plan sheets	<input type="checkbox"/>
PZ.25	<input type="checkbox"/>	<input type="checkbox"/>	All designated tree protection areas shall be shown on all plan sheets	<input type="checkbox"/>
PZ.26	<input type="checkbox"/>	<input type="checkbox"/>	Provide all tree planting details (Cobb County details acceptable)	<input type="checkbox"/>
PZ.27	<input type="checkbox"/>	<input type="checkbox"/>	Note & illustrate all disturbed areas to be sodded and/or fully landscaped	<input type="checkbox"/>
PZ.28	<input type="checkbox"/>	<input type="checkbox"/>	Indicate all sidewalks along entire road frontage (both frontages if corner lot)	<input type="checkbox"/>
PZ.29	<input type="checkbox"/>	<input type="checkbox"/>	Indicate all sidewalks with h/c accessibility and connectivity from street to building	<input type="checkbox"/>
PZ.30	<input type="checkbox"/>	<input type="checkbox"/>	Indicate inter-parcel access if adjoining commercial property (if applicable)	<input type="checkbox"/>
PZ.31	<input type="checkbox"/>	<input type="checkbox"/>	Indicate any easements or encroachments (if applicable)	<input type="checkbox"/>
PZ.32	<input type="checkbox"/>	<input type="checkbox"/>	Identify all detention pond fencing and materials (wood fence or vinyl coated chain link) and height proposed	<input type="checkbox"/>
PZ.33	<input type="checkbox"/>	<input type="checkbox"/>	Show required landscape around detention pond (min. 6’ tall evergreen)	<input type="checkbox"/>
PZ.34	<input type="checkbox"/>	<input type="checkbox"/>	Note on plans responsible party for detention pond maintenance	<input type="checkbox"/>

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- PZ.35 Tree Ordinance Maintenance note: (For commercial developments)
- “A maintenance bond, letter of credit or escrow account is required for all materials planted to meet ordinance requirements. The amount of this “maintenance surety” must be 100 percent of the cost of all required plant materials and the cost of the installation and guarantee of those materials. The surety is the responsibility of the owner/developer of the project. It must be prepared on forms provided by the Planning & Zoning Department and must be posted prior to the issuance of the Certificate of Occupancy (C/O).” The expiration date of the surety instrument shall be determined as twelve (12) months from the date of the surety.**
- PZ.36 Lighting plan for approval – no light poles over 40’ height; lights directed downward toward parking lot; no spillover to adjacent property (if applicable)

**EROSION, SEDIMENTATION & POLLUTION CONTROL PLAN CHECKLIST
COMMON DEVELOPMENTS**

SWCD: _____

Project Name: _____

Address: _____

City/County: _____

Date on Plans: _____

To Be Shown on ES & PC Plan

Plan Page #	Included Y/N
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- | | | |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | 1. The applicable Erosion, Sedimentation and Pollution Control Plan Checklist established by the Commission as of January 1 of the year in which the land-disturbing activity was permitted. |
| <input type="checkbox"/> | <input type="checkbox"/> | 2. Level II certification number issued by the Commission, signature and seal of the certified Design Professional. |
| <input type="checkbox"/> | <input type="checkbox"/> | 3. The name and phone number of the 24-hour local contact responsible for erosion, sedimentation and pollution controls. |
| <input type="checkbox"/> | <input type="checkbox"/> | 4. Provide the name, address and phone number of primary permittee or tertiary permittee. |
| <input type="checkbox"/> | <input type="checkbox"/> | 5. Note total and disturbed acreage (the disturbed area shall be the total estimated disturbed area of the primary and secondary permittees or the tertiary permittee) of the project or phase under construction. |
| <input type="checkbox"/> | <input type="checkbox"/> | 6. Provide land lot and district numbers for site location. Describe critical areas and any additional measures that will be utilized for these areas. |
| <input type="checkbox"/> | <input type="checkbox"/> | 7. Provide vicinity map showing site's relation to surrounding areas. Include designation of specific phase, if necessary. |
| <input type="checkbox"/> | <input type="checkbox"/> | 8. Graphic scale and north arrow. |
| <input type="checkbox"/> | <input type="checkbox"/> | 9. Existing and proposed contour lines with contour lines drawn at an interval in accordance with the following: |

Map Scale	Ground Slope	Contour Intervals, ft.
1 inch = 100ft or larger scale	Flat 0 - 2%	0.5 or 1
	Rolling 2 - 8%	1 or 2
	Steep 8% +	2,5 or 10

- | | | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | 10. Boundary line survey. |
| <input type="checkbox"/> | <input type="checkbox"/> | 11. Delineation and acreage of contributing drainage basins on the project site. |
| <input type="checkbox"/> | <input type="checkbox"/> | 12. Delineation of on-site wetlands and all state waters located on and within 200 feet of the project site. |
| <input type="checkbox"/> | <input type="checkbox"/> | 13. Delineation of the applicable 25-foot or 50-foot undisturbed buffers adjacent to state waters and any additional buffers required by the Local Issuing Authority. Clearly note and delineate all areas of impact. |
| <input type="checkbox"/> | <input type="checkbox"/> | 14. Delineate all sampling locations, perennial and intermittent streams and other water bodies into which storm water is discharged.* |
| <input type="checkbox"/> | <input type="checkbox"/> | 15. Storm-drain pipe & weir velocities with appropriate outlet protection to accommodate discharges without erosion. Identify/Delineate all storm water discharge points. |
| <input type="checkbox"/> | <input type="checkbox"/> | 16. Soil series for the project site and their delineation. |
| <input type="checkbox"/> | <input type="checkbox"/> | 17. Identify the project receiving waters and describe all adjacent areas including streams, lakes, residential areas, wetlands, etc. which may be affected. |
| <input type="checkbox"/> | <input type="checkbox"/> | 18. Any construction activity which discharges storm water into an Impaired Stream Segment, or within 1 linear mile upstream of and within the same watershed as, any portion of an Biota Impaired Stream Segment must comply with Part III. C. of the Permit. Include the completed Appendix 1 listing all the BMPs that will be used for those areas of the site which discharge to the Impaired Stream Segment. |
| <input type="checkbox"/> | <input type="checkbox"/> | 19. If a TMDL Implementation Plan for sediment has been finalized for the Impaired Stream Segment (identified in item 18 above) at least six months prior to submittal of NOI, the ES&PC Plan must address any site-specific conditions or requirements included in the TMDL Implementation Plan. |
| <input type="checkbox"/> | <input type="checkbox"/> | 20. Provide hydrology study and maps of drainage basins for both the pre- and post-developed conditions. |
| <input type="checkbox"/> | <input type="checkbox"/> | 21. Initial date of the Plan and the dates of any revisions made to the Plan including the entity who requested the revisions. |
| <input type="checkbox"/> | <input type="checkbox"/> | 22. The limits of disturbance for each phase of construction. |
| <input type="checkbox"/> | <input type="checkbox"/> | 23. Limit of disturbance shall be no greater than 50 acres for each individual permittee (i.e. Primary, Secondary or Tertiary) at any one time and no more than 50 contiguous acres at one time without prior written authorization from the EPD District Office. If EPD approves the request to disturb 50 acres or more at any one time, the Plan must include at least 4 of the BMPs listed in Appendix 1 of this checklist. |
| <input type="checkbox"/> | <input type="checkbox"/> | 24. Provide a minimum of 67 cubic yards of sediment storage per acre drained using a temporary sediment basin, retrofitted detention pond, and/or excavated inlet sediment traps for each common drainage location. Sediment storage volume must be in place prior to and during all land disturbance activities until final stabilization of the site has been achieved. A written rationale explaining the decision to use equivalent controls when a sediment basin is not attainable must be included in the Plan for each common drainage location in which a sediment basin is not provided. Worksheets from the Manual must be included for structural BMPs and all calculations used by the design professional to obtain the required sediment storage when using equivalent controls. |
| <input type="checkbox"/> | <input type="checkbox"/> | 25. Use of alternative BMPs whose performance has been documented to be equivalent to or superior to conventional BMPs as certified by a Design Professional (unless disapproved by EPD or the Georgia Soil and Water Conservation Commission). |
| <input type="checkbox"/> | <input type="checkbox"/> | 26. Best Management Practices to minimize off-site vehicle tracking of sediments and the generation of dust. |

27. BMPs for concrete washdown of tools, concrete mixer chutes, hoppers and the rear of the vehicles. Washout of the drum at the construction site is prohibited.
28. Provide BMPs for the remediation of all petroleum spills and leaks.
29. Plan addresses BMPs for all phases of common development including individual building lots and out-parcels, etc. regardless of who owns or operates the individual sites. Include a typical and any situational lots applicable.
30. Location of Best Management Practices that are consistent with and no less stringent than the Manual for Erosion and Sediment Control in Georgia. Use uniform coding symbols from the Manual, Chapter 6, with legend.
31. Description of the nature of construction activity.
32. A description of appropriate controls and measures that will be implemented at the construction site including: (1) initial sediment storage requirements and perimeter control BMPs, (2) intermediate grading and drainage BMPs, and (3) final BMPs.
33. Description and chart or timeline of the intended sequence of major activities which disturb soils for the major portions of the site (i.e., initial perimeter and sediment storage BMPs, clearing and grubbing activities, excavation activities, utility activities, temporary and final stabilization).
34. Description of the practices that will be used to reduce the pollutants in storm water discharges.
35. Description of the measures that will be installed during the construction process to control pollutants in storm water that will occur after construction operations have been completed.
36. Design professional's certification statement and signature that the site was visited prior to development of the ES&PC Plan as stated on page 17 of the permit.
37. Design professional's certification statement and signature that the permittee's ES&PC Plan provides for an appropriate and comprehensive system of BMPs and sampling to meet permit requirements as stated on page 17 of the permit.
38. Certification statement & signature of the permittee or the duly authorized representative as stated in sctn. V.G.2.d. of the state general permit.
39. An estimate of the runoff coefficient or peak discharge flow of the site prior to and after construction activities are completed.
40. Indication that non-exempt activities shall not be conducted within the 25 or 50-foot undisturbed stream buffers as measured from the point of wreded vegetation without first acquiring the necessary variances and permits.
41. Indication that the design professional who prepared the ES&PC Plan is to inspect the installation of the initial sediment storage requirements and perimeter control BMPs within 7 days after installation.
42. Indication that amendments/revisions to the ES&PC Plan which have a significant effect on BMPs with a hydraulic component must be certified by the design professional.
43. Indication that waste materials shall not be discharged to waters of the State, except as authorized by a Section 404 permit.
44. Indication that the applicable portion of ES&PC Plan is to be provided to each secondary permittee prior to the secondary conducting any construction activity and that each secondary shall sign the Plan or portion of the Plan applicable to their site. List the names and addresses of all secondary permittees.**
45. Documentation that the ES&PC Plan is in compliance w/waste disposal, sanitary sewer, or septic tank regulations during & after construction activities have been completed.
46. Provide complete requirements of inspections and record keeping by the primary permittee, secondary permittees and tertiary permittees.
47. Provide complete requirements of sampling frequency and reporting of sampling results.*
48. Provide complete details for retention of records as per Part IV.F. of the permit.
49. Description of analytical methods to be used to collect and analyze the samples from each location.*
50. Appendix B rationale for outfall sampling points where applicable.*
51. Clearly note statement in bold letters- **"The escape of sediment from the site shall be prevented by the installation of erosion and sediment control measures and practices prior to, or concurrent with, land disturbing activities."**
52. Clearly note maintenance statement in bold letters- **"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."**
53. Clearly note the statement in bold letters - **"Any disturbed area left exposed for a period greater than 14 days shall be stabilized with mulch or temporary seeding."**
54. Provide detailed drawings for all structural practices. Specifications must, at a minimum, meet the guidelines set forth in the Manual for Erosion and Sediment Control in Georgia.
55. Provide vegetative plan, noting all temporary and permanent vegetative practices. Include species, planting dates and seeding, fertilizer, lime and mulching rates. Vegetative plan shall be site specific for appropriate time of year that seeding will take place and for the appropriate geographic region of Georgia.

Effective January 1, 2011

14 *Only applicable if disturbing 5 or more acres at one time. If disturbing less than 5 acres 47, 49, 50 would also be non applicable

44 **As the tertiary permittee, there would be no secondary permittees.