



STEPS TO AQUIRE A COMMERCIAL FINAL SIGN-OFF

- 1. YOU MAY REQUEST A FINAL SIGN-OFF ONCE ALL OF THE REQUIREMENTS IN THE COMMERCIAL FINAL INSPECTION CRITERIA ARE MET.**
- 2. CALL 404-546-1300 TO SCHEDULE A FINAL EROSION INSPECTION.**
- 3. YOUR INSPECTION WILL BE CONDUCTED WITHIN 24 HOURS.**
- 4. PERMITS AND APPROVED SITE PLANS MUST BE ON-SITE AT THE TIME OF THE FINAL EROSION INSPECTION.**
- 5. ALL REINSPECTIONS MUST BE SCHEDULED THROUGH 404-546-1300.**



COMMERCIAL FINAL INSPECTION CRITERIA

***ALL COMMERCIAL BUILDING PERMITS ARE REQUIRED TO SUCCESSFULLY COMPLETE A FINAL EROSION INSPECTION,
THEREFORE, NO CERTIFICATES OF OCCUPANCY WILL BE ISSUED
UNLESS THIS CONDITION IS SATISFIED***

PERMITTING

- Building permit must be available for review at the time of sign off.
- All other related permits (NPDES, wall, sewer, driveway apron, decorative agreement etc.) must be available for review.

SANITARY SEWER

- All sanitary sewer lines must be installed and tested:
 - Mandrel Tests for PVC
 - Air Tests for all other lines
- All sewer appurtenances must be in place.
- All sanitary sewer connections must be installed.
- Sewer cleanouts are required to be:
 - Intact, visible, and flush with the finished grade.
 - Cleanouts in drives are to be fitted with a “traffic grade” fixture.

STORM SEWER

- All storm sewer lines and drains to be installed per the approved plans.
- All storm sewer appurtenances must be installed.

DETENTION POND

- Detention facility and outlet control structure must be installed per the approved plans.
- "As built" plans for any stormwater management facilities or practices must be submitted in both paper and electronic form after construction is complete. These plans must show the as built configuration for all stormwater facilities and practices and must be certified by a professional engineer.
- Provide a copy of the certification letter from a registered engineer stating that the pond, outlet control structure, water quality devices, etc. have been installed and functioning in accordance with original design.
- All earthen impoundment walls must be 100% stabilized with vegetation.
- A landscaped buffer as illustrated on the approved and most current development plans.
- A six foot security fence (with lock) and an internal 10 foot access easement for maintenance purposes.
- If detention pond was used for sediment storage (Rt) during the land disturbance activity, all deposited sediment material must be demucked and pond volume must be returned to its original design per the approved plans.

DRAINAGE FEATURES/EASEMENTS

- No natural drainage way that crosses a subdivider's property or adjacent property shall be encroached upon, altered, or blocked.
- It is **unacceptable** to render any existing drainage way less suitable to accept and transport storm water that has historically flowed through such drainage way.
- **Drainage Easements:** The following are the responsibility of the owner, person, firm, corporation or other entity:
 - To maintain the drainage patterns and the stormwater management facilities that is in existence at the time of the issuance of a certificate of occupancy.
 - They, their heirs, or assigns are prohibited from performing any improvements, or regrading of the property, that in any way blocks, alters or redirects stormwater from an easement or other

stormwater management facility.

- **Drainage System Connection:** Permission is required from the City to:
 - Connect to or into any drainage system, conveyance system or watercourse within the City.
 - Discharge to or into any drainage system, conveyance system or watercourse within the City.
 - Permission shall be implied as part of an approved stormwater management plan from the City. Deviations from the approved stormwater management plan, that do not have permission from the City, shall be deemed an illicit connection and in violation of the Stormwater Management Ordinance.
- **Drainage Adjacent to Structures:** All projects are required to be graded so as to:
 - Drain surface should be graded along the foundation such as to provide stormwater flow away from the foundation. **Note: Alternatives such as underground drains may be used but should be reviewed and approved prior to installation.**
 - The finish grade shall be a minimum of 6” below wood siding, sheathing and wall framing on the exterior of a building.

PUBLIC RIGHT OF WAY

- **Curb & Gutter, Sidewalk and Driveway**
 - Hairline crack (no wider than 1/16 inch) that is not all the way through – **ACCEPTABLE**
 - Crack all the way through or elevation change at joint – **MUST BE CUT OUT AND REPLACED TO MEET CITY STANDARD**
 - Broken Curb, Driveway or Side Walk – **MUST BE CUT OUT AND REPLACED TO MEET CITY STANDARD**
- All streets to be installed per approved plans.
- Street cuts and repairs are to be completed prior to sign off.

SITE STABILIZATION

- All areas disturbed during construction must be stabilized 100% with vegetation at the time of final inspection.
- All slopes greater than 2:1 shall be stabilized structurally, or through a combination of matting and

vegetative measures at the time of final inspection.

- All temporary best management practices (BMP's) including silt fence, hay bales, retrofits, inlet protection, etc. must be removed once the site meets stabilization requirements and prior to final sign off.
- All state waters buffers must be in tact during final sign off (see chart below for applicable setbacks).
- Any encroachments into city or state waters buffers must be reported to Alex Comer, (404) 546-1300.

STATE WATER	UNDISTURBED BUFFER REQUIREMENT
CHATTAHOOCHEE RIVER	75 FOOT
STATE	25 FOOT
CITY OF ATLANTA	75 FOOT

- Verify that all tree save fence has been removed and any/all tree save areas and specimen trees are located on the applicable lot.
- Retaining wall permits must be provided for verification at the time of final inspection where required.

The requirements of the attached Site Development documents should be submitted to Site Development/Plan Review for the recording of a final plat.