

Application Number: \_\_\_\_\_

Date: \_\_\_\_\_

Site Address: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

**DEPARTMENT OF WATERSHED MANAGEMENT  
SITE DEVELOPMENT PLAN REVIEW**

**SUBMITTAL REQUIREMENTS AND CHECKLIST #1  
SINGLE FAMILY – MINOR IMPROVEMENTS WITH INCIDENTAL LAND DISTURBANCE**

**Applicability**

This checklist is applicable to minor improvements to single family residential structures, with no significant grade changes and incidental land disturbance, defined by the following examples:

- Elevated lumber decks
- Modifications to building entry ways
- Modifications for ADA compliance
- Chimney additions
- Other minor improvements with no significant grade changes and incidental land disturbance

This checklist does not apply to patio, driveway, pools or other paved additions.

This checklist does not apply to building additions.

This checklist acknowledges that plans for these types of improvements are often submitted by the homeowners themselves, or by a small contractor (e.g. are not usually prepared by an engineer or general contractor).

**Submittal Requirements (Plan Drawing and Details)**

- 1. Plan shall have stamped approval by Bureau of Buildings -- Zoning Review.
- 2. Identify the location and dimensions of the proposed minor improvements, on an existing survey or site plan that shows the boundary of existing site and existing structures and paved areas.
- 3. Identify the location of silt fencing necessary to contain sediment within the zone of minor construction – if necessary, the plan reviewer may redline the drawing to show silt fencing – with approval stamped “As Noted”.
- 4. Attach the Type C silt fencing detail to drawing (see attached detail) – if necessary, the plan reviewer may attach the detail to the drawing.

**Site Plan Review (Restrictions)**

- 5. Construction of structures within the 100-year flood hazard limit is prohibited.
- 6. Construction over existing sewers is prohibited. Proposed improvements shall be located completely outside existing easements.
- 7. Construction within the City of Atlanta’s 75-ft riparian stream buffer for “Waters of the State” (e.g perennial and intermittent streams and swales that originate off-site and drain through the site) is not permitted.
- 8. Construction within 200-ft of “Waters of State” requires separate approval from the State of Georgia and the Fulton County Soil and Erosion Commission, at their scheduled meetings held the 3<sup>rd</sup> Tuesday of each month. The City of Atlanta Site Development Section submits approved plans to the State not later than 2 weeks in advance of the monthly Fulton County meeting.

**Site Development Fees**

- **9. The following site development fees apply:**
  - **Site Plan Review – single family residential** **\$100**
  - **Site Inspection – single family residential** **\$130**

**Plan Submittals**

- **10. The original building permit application and plans shall be submitted to the Bureau of Buildings, who will distribute the plans directly to the Site Development for site plan review.**
- **11. Submit any required revisions directly to the Site Development Section (with the original redline plans and checklist).**
- **12. Two (2) sets of plans in final form are required for Site Development approval. An additional set is required should the plans require separate approval from the State of Georgia and the Fulton County Soil and Erosion Commission (plans within 200-ft of “Waters of the State”).**