

Application Number: _____

Date: _____

Site Address: _____

Reviewed By: _____

DEPARTMENT OF WATERSHED MANAGEMENT
SITE DEVELOPMENT PLAN REVIEW

SUBMITTAL REQUIREMENTS AND CHECKLIST #2
SINGLE FAMILY – DRIVEWAY, PATIO AND PAVING IMPROVEMENTS WITH MINOR GRADE CHANGES

Applicability

This checklist is applicable to minor driveway, patio and paving improvements to single family residential structures, with vertical changes to grade less than 3-feet, defined by the following examples:

- Driveway additions and modifications
- Patio additions and modifications
- Other minor paving improvements that require land disturbance but with vertical changes to grade less than 3-feet.

This checklist does not apply to swimming pools and building additions.

Submittal Requirements (Plan Drawing and Details)

- 1. Plan shall have the stamped approval by Bureau of Buildings – Zoning Review.
- 2. Grading Plan -- showing existing and proposed ground contours and elevations and other pertinent information related to grading and infrastructure:
 - Driveways, sidewalks, patios and other paved areas
 - Top and ground elevations for retaining walls
 - Finished floor elevations for existing building structures
 - Place note on grading plan – “no graded slope shall exceed 2h : 1v”
- 3. Erosion and Sediment Control Plan (may be combined with grading plan) -- that identifies sediment and erosion control practices, in conformance with and using the uniform coding symbols from the Manual for Erosion and Sediment Control in Georgia, Chapter 6. Practices typically required for paving improvements include but are not limited to:
 - Construction exit
 - Sediment barrier (attach Type C silt fencing detail to drawings – see attached detail)
 - Other as appropriate for specific site
 - Vicinity map – identify site relative to surrounding area streets
 - Identify the name, address and phone number of contractor on the plan
 - As necessary, the plan reviewer may redline the drawing to show necessary sediment and erosion control practices, and may stamp “Approve as Noted”.
 - Place note on plan – “Construction shall be completed within 14 days of start”

Site Plan Review (Restrictions)

- 4. Placement of fill within the 100-year flood hazard is prohibited.
- 5. Construction of structures over existing sewers is prohibited. Proposed improvements shall be located completely outside existing easements.
- 6. 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.
- 7. 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 3rd 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

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

Plan Submittals

- **9. 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.**
- **10. Submit any required revisions directly to the Site Development Section (with the original redline plans and checklist).**
- **11. 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”).**