

## RESIDENTIAL INDIVIDUAL LOT SITE PLAN REQUIREMENTS

Subdivision Name _____	Project Address _____	
LandLot, District, Section _____		
Owner _____	Designer _____	
Phone _____	Email _____	
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Reviewer <u>Jill Bazinet (jbazinet@alpharetta.ga.us)</u>	Case No. _____	
Review No. 1st _____	2nd _____	3rd _____

Submission of this checklist does not relieve the applicant from his/her responsibility to comply with all applicable regulations, codes, standards, guidelines, ordinances, and policies.

C	Denotes no action required
X	Or underline denotes action required
?	Unable to locate location on plan. Clarify.
N/A	Denotes not applicable to this project

### Residential site plans must identify all of the following items, if applicable:

#### Existing Site Data

- 1 \_\_\_\_\_ Address and/or lot number and subdivision name.
- 2 \_\_\_\_\_ Total lot area and total disturbed area in acres or square feet.
- 3 \_\_\_\_\_ Site boundary with north arrow and scale (minimum scale 1"=40').
- 4 \_\_\_\_\_ Building setbacks and zoning buffers.
- 5 \_\_\_\_\_ Street names, widths, location of right-of-way.
- 6 \_\_\_\_\_ Existing driveway, building, walls, pools, walkways, patios, decks, sidewalks, etc.
- 7 \_\_\_\_\_ Stream buffers - show and label.
- 8 \_\_\_\_\_ Floodplain - show and label elevations  
<https://alpharetta.maps.arcgis.com/home/webmap/viewer.html?webmap=b63c761289674663a0416de0e16cbc70>  
If within 200 feet of floodplain, elevation certificates, and substantial improvement analysis may be required prior to permitting. Please contact the city.
- 9 \_\_\_\_\_ Drainage and utility easements - show and label. Show location of pipes and structures.

- 10 \_\_\_\_\_ Existing topography at 1-foot intervals for ground slopes <2% and 2-foot intervals for slopes ≥ 2% or existing spot elevations and associated flow arrows to illustrate drainage patterns.

**Proposed Site Improvements**

- 11 \_\_\_\_\_ New or proposed improvements including driveway, building, additions, pool, pool deck, pool equipment, patio, decks, walkways, walls, etc.
- 12 \_\_\_\_\_ Proposed sanitary sewer lines and clean out, water lines and meter, and septic field and tank. Fulton County approval required. Verifying that these are within limits of disturbance and covered by proposed erosion control.
- 13 \_\_\_\_\_ Proposed topography at 1-foot intervals for ground slopes <2% and 2-foot intervals for slopes ≥ 2% or existing spot elevations and associated flow arrows to illustrate drainage patterns. Include spot elevations on all top and bottoms of walls. If proposing a new driveway, make sure to add spot elevations to show that driveway connection is not too steep or that vertical alignment will not negatively impact access.

- 14 \_\_\_\_\_ Impervious area - provide a chart with the following information:

Existing impervious area (in square feet) to remain on site:

Home	
Driveway	
Deck	
Patio	
Pool	
Etc.	

Existing impervious area (in square feet) to be removed from the site:

Demolished home	
Removed driveway	
Removed deck	
Removed patio	
Etc.	

Proposed impervious area (in square feet) to be added to the site:

New home or addition	
New driveway	
New deck or patio	
New pool	
Etc.	

Total net new impervious area (proposed minus removed)	
Total new or replaced impervious area (proposed)	
Total impervious area on site at end (proposed plus remaining existing)	

\*If using pervious pavers for driveway or pool, please indicate this in the charts  
Pavers must meet the city standard detail, notes, soils tests, and BMP covenant.

- 15 \_\_\_\_\_ Stormwater Management - all projects proposing to add or replace 5000 sf or more impervious area must provide full stormwater management including runoff reduction, channel protection, detention, and downstream analysis. Show location, details, design, etc. on plans. See additional stormwater checklist for hydrology study requirements. If proposing infiltration then location of existing or proposed utilities and septic tank and fields is required. Follow UDC Art III Section 3.3 and Alpharetta Stormwater Policy Handbook  
[https://www.alpharetta.ga.us/docs/default-source/public-works/stormwater/alpharetta-stormwater-policy-handbook.pdf?sfvrsn=5746cfab\\_12](https://www.alpharetta.ga.us/docs/default-source/public-works/stormwater/alpharetta-stormwater-policy-handbook.pdf?sfvrsn=5746cfab_12)  
  
[https://www.alpharetta.ga.us/docs/default-source/planning-zoning/stormwater-streams/stormwater-engineering-design-checklist.pdf?sfvrsn=6ea9f5ab\\_10](https://www.alpharetta.ga.us/docs/default-source/planning-zoning/stormwater-streams/stormwater-engineering-design-checklist.pdf?sfvrsn=6ea9f5ab_10)
- 16 \_\_\_\_\_ Stormwater Management - projects adding between 1,000 sf and 4,999 sf of new impervious area are required to add green infrastructure if within the Foe Killer Creek watershed or upstream of areas of drainage concern. Infiltration requires location of existing and proposed utilities and septic tank and fields. Alpharetta Stormwater Policy Handbook -  
[https://www.alpharetta.ga.us/docs/default-source/public-works/stormwater/alpharetta-stormwater-policy-handbook.pdf?sfvrsn=5746cfab\\_12](https://www.alpharetta.ga.us/docs/default-source/public-works/stormwater/alpharetta-stormwater-policy-handbook.pdf?sfvrsn=5746cfab_12)
- 17 \_\_\_\_\_ Limits of Disturbance - show a line surrounding all the work you plan to do including material storage, access, erosion control, grading, and construction. Tree save fence is required at the limits. Label type of Tree Save Fence (A, B, or C).
- 18 \_\_\_\_\_ Erosion Control Measures -  
 \_\_\_\_\_ Perimeter silt fence (Sd1-S) or hay bales as appropriate around trees  
 \_\_\_\_\_ Construction exit  
 \_\_\_\_\_ Inlet protection  
 \_\_\_\_\_ Site stabilization (Du, Ds1, Ds2, Ds3, Ds4)

#### Required Details

- 19 \_\_\_\_\_ Details for all stormwater management structures
- 20 \_\_\_\_\_ Erosion control details - including site fence, construction exit, hay bales, etc.
- 21 \_\_\_\_\_ Tree save fence  
[http://www.alpharetta.ga.us/docs/default-source/planning-zoning/standard-arborist-plan-details.pdf?sfvrsn=6edff5ab\\_16](http://www.alpharetta.ga.us/docs/default-source/planning-zoning/standard-arborist-plan-details.pdf?sfvrsn=6edff5ab_16)
- 22 \_\_\_\_\_ Retaining walls
- 23 \_\_\_\_\_ Pavement, curb and gutter, driveway

## Required Notes

- 24 \_\_\_\_\_ Sidewalk cross slope should not should not exceed 2%, including driveway crossing
- 25 \_\_\_\_\_ Retaining walls 4 feet or taller require a structural design signed, dated, and sealed by a Georgia P.E. A separate city building permit is required.
- 26 \_\_\_\_\_ If using existing driveway as a construction exit - The existing driveway is to be used as the site Construction Exit (Co). All materials spilled, dropped, or tracked from vehicles from site onto roadway must be removed immediately by sweeping. Excessive offsite tracking may warrant the installation of a construction exit at the discretion of the City of Alpharetta Inspector. The construction exit shall be maintained in a condition that will prevent tracking or flow of mud onto public right-of-way. This may require periodic top dressing with stone, as conditions demand.
- 27 \_\_\_\_\_ Erosion Control measures must be maintained at all times. Sediment shall be prevented from leaving the site. Failure to maintain erosion control measures may lead to violations including stop work orders.
- 28 \_\_\_\_\_ Burial of construction debris is not permitted.
- 29 \_\_\_\_\_ If green infrastructure or stormwater measures are proposed add the following notes in bold to the plans:
- a. BMP maintenance covenant is required for all stormwater measures to be completed and recorded with Fulton County property records prior to CO.
  - b. Designer must certify the construction of all stormwater measures was done in accordance with the design plans prior to CO.

## State Erosion Control Requirements

- 29 \_\_\_\_\_ If within 200 feet of a perennial stream or part of a common development, additional erosion control requirements may be necessary. Notes and requirements will be included under separate checklist.
- 30 \_\_\_\_\_ Property is part of a Common Development or over 1 ac disturbed and requires NOI submitted with the state and provided to Alpharetta prior to site initiation.

## Tree Requirements

**For all infill/redevelopment lots please provide a plan that incorporates existing trees. If the plan does not meet the intent of the code, we will be requesting an alternate design that does.**

- 31 \_\_\_\_\_ Locate and label by size all trees 6" and over within the limits of disturbance (LOD). Locate and label by type and size all trees 20" and greater within 30' of the LOD. Locate and label by size any tree outside of the subject property within 30' of the LOD. A survey is not required. Please show the critical root zone (CRZ: radius = 1.3' per diameter inch) and the structural root plate (SRP: radius = 0.5' per diameter inch) on all trees to be retained. Please mark all trees proposed for removal with an "X".
  
- 32 \_\_\_\_\_ If remaining trees critical root zones are impacted by 10% or more an Arborist assessment must be provided and tree care plan shall be provided.
  
- 33 \_\_\_\_\_ If you are removing any trees, provide the minimum tree density calculation of 130" per acre or 30% canopy coverage found on pages 5-11 of the Arborist Guidance Document. Include a table of the trees to remain on the property and total the inches OR canopy area. All properties must meet the minimum tree density.
  
- 34 \_\_\_\_\_ Provide a tree planting plan as needed, including density trees, landscape strip / street trees, and replacement trees for Specimen tree removals.