



RESIDENTIAL INDIVIDUAL LOT SITE PLAN REQUIREMENTS

Subdivision Name / Lot # _____		Project Name _____	
Project Location / Address _____			
Owner _____		Designer _____	
Contact _____	Phone _____	Email _____	

Reviewer <u>678-297-6218</u>	Case #: _____		
1 st Review _____	2 nd Review _____	Date Approved _____	

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.

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

1. _____ Address and/or lot number and subdivision name.
2. _____ Site boundary survey with north arrow. Minimum scale 1" = 40'.
3. _____ All street names, widths, and location of right-of-way.
4. _____ Total lot area in acres and square feet.
5. _____ Limits of disturbance including all areas where any work will occur (tree save and silt fencing must be within the limits of disturbance). Label total disturbed acreage.
6. _____ Existing and proposed side walk, curb and gutter, driveway, building footprint, and structures.
7. _____ Impervious area in square feet (total area of building, structures, and driveway).
8. _____ Zoning buffers – show and label square footage.
9. _____ Stream buffers – show and label square footage.
10. _____ Drainage and utility easements – show and label square footage. Show location of all pipes and structures (sewer manholes, storm structures, power boxes, etc.). Provide top and invert elevations of structures.
11. _____ Existing and proposed topography at 1-foot intervals for ground slopes < 2% and 2-foot intervals for slopes ≥ 2% or existing and proposed spot elevations at all high and low points and elsewhere as necessary with associated flow arrows to illustrate drainage patterns.
12. _____ Existing and proposed location of sanitary sewer tie-in and water connection.

13. _____ Floodplain – show and label elevation.
14. _____ For sidewalk or driveway installation include the following note: “Sidewalk cross slope should not exceed 2%, including driveway crossing.”
15. _____ Base of all fill slopes steeper than 3:1 must terminate a safe distance from all property lines to allow for constructability and not adversely affect adjacent properties.
16. _____ Provide all necessary details for retaining walls, concrete encasement, etc. If retaining wall is proposed over 4’ in revealed height, include the structural design signed, dated, and sealed by a Georgia P.E. (Note that a separate building permit will be required).
17. _____ Erosion and sedimentation control plan – show erosion control measures (including construction exit) and their locations.
18. _____ Tree survey identifying all trees 6” and over within the limits of disturbance (LOD) and all Specimen Trees within 30’ of the LOD. Specimen tree categories can be found at this link: <http://www.alpharetta.ga.us/docs/default-source/planning-zoning/arborist-guidance-document.pdf?sfvrsn=6>. Trees proposed for removal shall be marked with an “X”. To avoid delays, it is recommended to have an Arborist verify your tree survey. **A separate tree removal permit application does not need to be submitted to the City.**
19. _____ If Specimen trees are to be removed or impacted an Arborist assessment must be provided and additional 4” caliper trees will be required.
20. _____ Tree protection plan – all trees to be saved must be protected with orange tree save fence located 1.3’ per diameter inch (measured at 4.5’ high) from the trunk of each tree. Please label the fence as: “4’ tall orange laminate fence with posts 5’ O.C.” or include detail STD. L-6 found at this link http://www.alpharetta.ga.us/docs/default-source/planning-zoning/standard-arborist-plan-details.pdf?sfvrsn=6edff5ab_16 and label with the appropriate type (A, B, or C). Tree fence should also be installed at the LOD.
21. _____ Provide a table of trees to remain on the property and total the inches **OR** canopy area in square feet based upon the areas provided in the Tree List at the end of the Guidance Document. All properties must meet a minimum tree density of 130 inches per acre or 30% canopy coverage per lot. Please follow this link for more information on tree density calculations (pages 5-11) and for the Tree List (pages 22-30): <http://www.alpharetta.ga.us/docs/default-source/planning-zoning/arborist-guidance-document.pdf?sfvrsn=6>
22. _____ If density is not met with existing trees, provide number, type, and location of trees to be planted in order to meet the minimum density requirement.
23. _____ Some subdivisions have additional street tree requirements based on overall development plans (if applicable). These are site specific and will be determined during review.