



SITE PLAN REQUIREMENTS (IF PROPERTY IS BEING DEVELOPED)

- ☐ Site Development Plan prepared by a Registered Surveyor, Engineer, Land Planner, or Architect (with professional seal affixed and signed) drawn to scale of the subject property
- ☐ Scale (graphic and verbal)
- ☐ Exact size and location of all buildings (showing intended use), including out lots, for commercial and multi-family projects
- ☐ Name, address and phone number of the Applicant and/or Developer
- ☐ State proposed use of property(s) within the requested zoning classification
- ☐ Required and proposed setbacks and buffers
- ☐ Parking areas, number of spaces, including access points and ADA requirements
- ☐ Show distance from the access point(s) in both directions to all curb cuts, driveways, easements and all points of ingress/egress on **both** sides of the road within 500 feet of property lines
- ☐ Current Location/Vicinity map
- ☐ North arrow
- ☐ Land Lots/District/Section depicted on plan and in description box
- ☐ City and/or County boundary lines depicted on plan; if applicable
- ☐ Bearings and distances
- ☐ Adjoining and **proposed** streets (paving **and** right-of-way widths)
- ☐ Total acreage (must match application, legal description and survey)
- ☐ Topography depicted at a minimum two-foot contour intervals clearly marked and labeled with source provided
- ☐ Show creeks, streams, lakes etc. with required bank buffers (50-foot undisturbed buffer and an additional 25-foot impervious buffer (total of 75 feet) on each side of stream banks) or note if not applicable.
- ☐ Identify flood plain and floodway area and note flood plain elevation
- ☐ Must reference most current FIRM panel numbers (<https://www.georgiadfirm.com> or <https://msc.fema.gov/portal/home>) and show limits of the 100-year flood plain and floodway and acreage of flood plain or floodway within property limits or note if not applicable
- ☐ Detention/Retention/Water Quality areas or note if not applicable
- ☐ Easements of any type; or note if not applicable
- ☐ Utility easements or note if not applicable.
- ☐ Cemeteries, Architectural, or Archeological landmarks, or note if not applicable
- ☐ Names and addresses of adjacent property owners (all adjoining property owners, including the owners across the road and to the rear, or any persons located along a joint access easement)
- ☐ Zoning category of adjacent properties depicted on site plan
- ☐ Date of the site plan and any revision dates
- ☐ A statement as to the source of water supply and sanity sewer facilities
- ☐ Applicant may also be required to furnish additional material that may aid in the understanding of the request.