

Fayette County Community Development Division  
Engineering and Zoning Preliminary Plat Checklist

**Project:** \_\_\_\_\_

**Applicant:** \_\_\_\_\_

**Zoning** (Items marked with \* are missing or deficient)

- \_\_\_\_ 1. Name of subdivision, scale of plat (not to exceed 1" = 100'), north arrow, date, and vicinity map.
- \_\_\_\_ 2. Name, address, and telephone number of owner and/or developer.
- \_\_\_\_ 3. Name, address, and telephone number, registration number, seal and signature the project's engineer, surveyor, or architect. The design profession must be licensed in the State of Georgia.
- \_\_\_\_ 4. Show property lines with bearings and distances of subject property. Provide a matching Warranty Deed and legal description of property (if applicable).
- \_\_\_\_ 5. Provide total acreage of tract, total number of lots, acreage in lots, acreage in right-of-way (R/W) and acreage used for stormwater management.
- \_\_\_\_ 6. Indicate current zoning of property; rezoning information including petition number, date of approval and exact wording of any rezoning conditions (if applicable); and any approved variances including petition number and date of approval (if applicable).
- \_\_\_\_ 7. Show front, side, and rear setback lines as dashed lines. Indicate minimum lot width at the front building line.
- \_\_\_\_ 8. Show and dimension all proposed lot lines, lot numbers, and lot sizes to the nearest 1/100<sup>th</sup> acre.
- \_\_\_\_ 9. Provide zoning and property owner name and/or subdivision name of all adjacent properties.
- \_\_\_\_ 10. Indicate how lots will be served by water and sewage disposal.
- \_\_\_\_ 11. Identify all existing structures and features and label as "to remain" or "to be removed". Structures to remain must be shown on individual lots and meet all applicable zoning requirements. "Features" include railroads, sewers, bridges, culverts, drain pipes, water mains, cemeteries, etc. Provide a note if there are no existing structures or features on the property.
- \_\_\_\_ 12. Show all existing and proposed streets on and adjacent to property. Label R/W widths; provide R/W dedication, as needed. Label proposed street names.
- \_\_\_\_ 13. Show location, purpose, and width of any easements of record. Provide a note if there are no existing easements associated with the property.
- \_\_\_\_ 14. Indicate the boundaries, area, and proposed site improvements for any recreation areas. Label recreation areas "Not a Residential Building Lot, For Recreational Purposes Only."

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- \_\_\_\_\_ 15. If the subdivision is to be developed in phases, delineate the boundaries of each phase and label each development phase including acreage and total number of units per phase.
- \_\_\_\_\_ 16. Provide the following statement: "Approval of this preliminary plat shall expire eighteen (18) months from the date of approval by the Planning Commission unless a final plat for at least one (1) section has been approved or street base construction on at least one (1) section has been completed and inspected."
- \_\_\_\_\_ 17. Provide the following statement: "This preliminary plat has been reviewed and approved by the Planning Commission on \_\_\_\_\_  
by. \_\_\_\_\_."

Upon approval of the Preliminary Plat, the applicant should submit two sets of construction drawings to the Engineering Department and three sets to the Water System.

**Comments:**

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Zoning Department Approval/Date

Zoning Department Resubmit/Date

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**Zoning Department**

Administrative Complex - Suite 202  
140 Stonewall Avenue, West  
Fayetteville, Georgia 30214  
(T) 770-460-5730 Ext. 5419  
(F) 770-460-8663  
E-mail: [zoning@fayettecountyga.gov](mailto:zoning@fayettecountyga.gov)

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**Engineering** – See pages 1 & 2 for Zoning Comments (items 1 thru 17)

- \_\_\_\_\_ 18. Topography – Show existing land contour lines at ten (10) foot intervals. Label the contours. Indicate the source of the topographic data and the datum used.
- \_\_\_\_\_ 19. State Waters – Show all state waters within the subdivision and all state waters around the property that have floodplain, wetlands, or watershed protection buffers and setbacks that extend into the subdivision property. Provide a note if there are no state waters.
- \_\_\_\_\_ 20. Watershed Protection – Delineate watershed protection buffers and setbacks per Article VII of the Development Regulations. Label as “Watershed Protection Buffer” and “Watershed Protection Setback”. Show the 1,000-ft watershed protection impact boundary, if applicable.
- \_\_\_\_\_ 21. Floodplain – Delineate FEMA 100-year floodplain and the 100-year flood elevation for any ponds, lakes or other man-made flood hazards on the property. Provide a note if there is no floodplain on the property. Reference the FIRM panel number.
- \_\_\_\_\_ 22. Floodplain – Indicate the area outside floodplain for each lot containing a flood hazard area. These lots shall have fifty percent of the minimum lot size (per the applicable zoning district) or one acre, whichever is greater, outside the 100-year floodplain. The area outside the floodplain must be contiguous.
- \_\_\_\_\_ 23. Wetlands – Delineate all jurisdictional wetlands. Provide a note if there are no wetlands on the property.
- \_\_\_\_\_ 24. Wetland Certification – Provide a wetland certification statement per Section 5-1.9 of the Fayette County Subdivision Regulations.
- \_\_\_\_\_ 25. Soils – On a separate sheet, provide a Level III soil survey for the property.
- \_\_\_\_\_ 26. Soil Certification – Provide a soil certification statement per Section 5-1.10 of the Fayette County Subdivision Regulations.
- \_\_\_\_\_ 27. Corner Lots – Fillet (20-ft radius) or chamfer corner property lines at street intersections.
- \_\_\_\_\_ 28. Contiguous Areas – Provide a tabular summary of each lot’s contiguous area that is free and clear of zoning buffers and setbacks, watershed protection buffers and setbacks, jurisdictional wetlands, and easements of any kind. Section 6-3.3 of the Subdivision Regulations lists the minimum area requirements per zoning district.
- \_\_\_\_\_ 29. Street Length – Provide proposed street lengths. Street length not to exceed 3,000 feet as measured from closest intersection with two means of access (See § 6-5.3 of Subdivision Regulations).
- \_\_\_\_\_ 30. Entrances – Subdivision entrances shall meet sight distance requirements and minimum distance between intersection requirements (both sides of street). Provide appropriate data on the plat. See § 8-53, 8-54 and 8-55 of Development Regulations.

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- \_\_\_ 31. Groundwater Recharge Area? – Engineering Department to determine.
- \_\_\_ 32. Trees – Show location of all specimen trees within 100 feet of the centerline of all right-of-ways, stormwater management structures, and utility and drainage easements.
- \_\_\_ 33. Trees – Identify any specimen trees designated for removal. Include the tree size (DBH), species (common name) and justification for removal. See § 8-179 (G) of Development Regulations.
- \_\_\_ 34. Stormwater – Show offsite area and peak flow ( $Q_{10}$  and  $Q_{100}$ ) for drainage areas passing through site.
- \_\_\_ 35. Stormwater – Delineate and label drainage basins within the project area.
- \_\_\_ 36. Stormwater – For each basin, provide the drainage area and existing and proposed CN values. For predevelopment - pastures, meadows, woods and open space should be considered “good” condition (see Table 2.1.5-1 of Stormwater Blue Book).
- \_\_\_ 37. Stormwater – Delineate and label areas to be used for stormwater management – areas should be consistent with the hydrologic data provided above.
- \_\_\_ 38. Stormwater – For each drainage basin, provide a narrative description of how water quality, stream channel protection, and flood protection criteria will be satisfied. For example “water quality criteria for basin A1 will be satisfied via a sand filter or similar BMP located on common property” or “Basin A1 is exempt from water quality criteria via the environmentally sensitive large lot subdivision design credit.”
- \_\_\_ 39. Stormwater – All stormwater management control structures shall be on common property.

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**Comments:**

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**Engineering Department**  
140 Stonewall Avenue West, Suite 203  
Fayetteville, Georgia 30214  
(T) 770-460-5730 Ext. 5410  
(F) 770-460-8663  
E-mail: [engineering@fayettecountyga.gov](mailto:engineering@fayettecountyga.gov)

Engineering Department Resubmit/Date

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Engineering Department Approval/Date

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