

PRELIMINARY PLAT APPLICATION

FAYETTE COUNTY PLANNING & ZONING DEPARTMENT
140 STONEWALL AVENUE WEST
SUITE 202
FAYETTEVILLE, GEORGIA 30214
770-305-5421

The Planning & Zoning Department is located at 140 Stonewall Avenue West, Suite 202, Fayetteville, Georgia 30214. The office is open from 8:00 A. M. until 5:00 P. M Monday through Friday.

PRELIMINARY PLAT APPLICATION

Owner of Property: _____

Address: _____

Phone: _____ E-Mail _____

Agent for Owner: _____

Address: _____

Phone: _____ E-Mail _____

Location: Land Lot(s) _____ District: _____

Road: _____

Present Zoning: _____

Total Number of Acres: _____ Total Number of Lots: _____

Street Access Name: _____

Surface Type: _____

Subdivision Name: _____

Interior Street Names: _____

Location of Nearest Water Line: _____
(If Applicable)

I respectfully submit this application and certify that the above information is correct and true to the best of my knowledge.

_____, 20____
Date

Applicant Signature

PRELIMINARY PLAT APPLICATION

Deadline for application for the Technical Review Committee is the 3rd of the month by noon. If the 3rd of the month falls on the weekend or a holiday, the deadline is extended to the next business day. The Technical Review Committee (TRC) will meet as needed on the second (2nd) Tuesday of each month at 10:30 a.m. in Suite 202 of the Fayette County Administrative Complex, 140 Stonewall Avenue West, Fayetteville, Georgia.

The Preliminary Plat must be approved by all required departments no later than the week prior to the Planning Commission Public meeting. Once the Preliminary Plat has been approved by all required departments, the Preliminary Plat will be placed on the first available Planning Commission Agenda. The Planning Commission regularly meets on the first and third Thursday of each month at 7:00 P.M. in the Fayette County Administrative Complex.

PROPOSED SCHEDULE FOR 2016 **PRELIMINARY PLAT APPLICATIONS**

Application Deadline:	TRC Meeting Date:
January 3	January 12
February 3	February 9
March 3	March 8
April 3	April 12
May 3	May 10
June 3	June 14
July 3	July 12
August 3	August 9
September 3	September 13
October 3	October 11
November 3	November 8
December 3	December 13

TRC DATES ARE TENTATIVE AND SUBJECT TO CHANGE

Number of Preliminary Plats to submit/resubmit:

8 hard copies

**PRELIMINARY PLAT CHECKLIST
PLANNING AND ZONING DEPARTMENT**

Project: _____

Applicant: _____

The Preliminary Plat. The Preliminary Plat shall contain all the following requirements and certification statements, and any additional information required to address any State and/or Federal requirements.

Plan Page#	Included Y/N/NA	(Items marked with * are missing or deficient)
_____	_____	1. The title block shall state: "Preliminary Plat of Subdivision", County, State, land lot(s), and district(s).
_____	_____	2. Name, address, telephone number, fax number of the engineer, surveyor, and/or landscape architect including seal, signature, and Georgia registration number.
_____	_____	3. Name, address, telephone number, fax number of the owner and/or developer.
_____	_____	4. Indicate date of plat preparation; provide scale of drawing (not to exceed 1 in. = 100 feet, stated and shown graphically).
_____	_____	5. Provide legend of all abbreviations.
_____	_____	6. Provide an index of sheets if more than one (1) sheet is provided.
_____	_____	7. Provide a north arrow (to state plane grid north) and vicinity map of such a scale that the subdivision may be readily located and identified within the County.
_____	_____	8. Show all land lot lines; land district lines; city and/or county boundaries intersecting or adjacent to the subject property.
_____	_____	9. Show exterior property lines with bearings and distances of subject property. Provide a matching Warranty Deed and legal description of property (if applicable.)
_____	_____	10. Provide zoning district and property owner(s) name and/or subdivision name of all adjacent properties.
_____	_____	11. Show location, purpose, and width of any easement of record. Provide a note if there are no existing easements associated with the property.
_____	_____	12. Within the general notes, indicate the zoning district; minimum lot size; front, side, and rear setbacks; minimum floor area; minimum lot width at the building line; total acreage of subject property; and total number of lots.

**PRELIMINARY PLAT CHECKLIST
PLANNING AND ZONING DEPARTMENT**

Plan **Included** **(Items marked with * are missing or deficient)**
Page# **Y/N/NA**

- _____ _____ 13. Provide 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.)
- _____ _____ 14. All applicable zoning regulations shall be indicated on the Preliminary Plat. Show front, side, and rear setback lines as dashed lines. Indicate minimum lot width at the front building line on each individual lot or in a legend.
- _____ _____ 15. Provide the area of each lot and contiguous area (if applicable, see Section 8-505.) to the 1/100th acre; label the lot numbers; and show the dimensions of all lot lines.

Zoning District	Minimum Contiguous Area Free & Clear (ac)
A-R	2.0
EST	1.3
R-85, R-80	1.5
R-78, R-75, R-72, R-70	0.9
R-55, R-50, R-45, R-40, R-20, DR-15, C-S	0.6 ¹ Where public water is not available – lots have individual wells
R-55, R-50, R-45, R-40, R-20, DR-15, C-S	0.3 ² Where public water is available

- _____ _____ 16. Indicate how lots will be served by water and sewage disposal. Indicate the proposed layout of waterlines, fire hydrants, and sewer lines (if applicable.) If County water is not available, indicate how subdivision will be served (i.e., individual well/septic tank.)
- _____ _____ 17. Indicate all existing structures and buildings and label as “to remain” or “to be removed”. Structures and buildings that will remain must be shown on individual lots and meet all applicable zoning requirements. Also indicate any improvements such as existing railroads, sewers, bridges, culverts, drain pipes, water mains, water wells, parks, public open spaces, etc. Provide a note if there are no existing structures, buildings, or improvements on the subject property.
- _____ _____ 18. Indicate the location of a cemetery (if applicable, see Fayette County Code, Chapter 12, Article VII. Cemeteries, Burial Grounds, Human Remains, and Burial Objects.)
- _____ _____ 19. The plat shall show all parcels of land to be dedicated to the County for public use.

**PRELIMINARY PLAT CHECKLIST
PLANNING AND ZONING DEPARTMENT**

Plan Page#	Included Y/N/NA	(Items marked with * are missing or deficient)
_____	_____	20. Indicate the boundaries and enhancement areas for any proposed common areas including signage. Label as “Common Area – Not a Building Lot” and/or “Signage.”
_____	_____	21. Indicate the boundaries and area to 1/100 th acre for any proposed Developed Residential Recreational/Amenity Areas. Label recreation
_____	_____	22. Show all existing and/or proposed streets on and/or adjacent to property. Label right-of-way widths. Label proposed street names. Provide right-of-way dedication, as needed.
_____	_____	23. Statements and/or Certifications. Provide the following statements and/or certifications, if applicable: <ul style="list-style-type: none"> a. “Approval of this Preliminary Plat shall expire 24 months from the date of approval by the Planning Commission unless a Final Plat for at least one (1) phase has been approved; or street base construction for at least 50 percent of the total linear footage of all street(s) approved on the Preliminary Plat .” b. “This Preliminary Plat has been reviewed and approved by the Planning Commission on ___/ __ /___.” c. “Each residential building lot has a minimum contiguous area that is free and clear of zoning setbacks, watershed protection buffers and setbacks, jurisdictional wetlands, and easements of any kind.” Indicate the contiguous area (in acres) on each individual lot or in a legend.”
_____	_____	24. Soils. The plat shall delineate the soil classifications in the areas of the property proposed for the placement of on-site sewage management systems. The soil classification work shall be done following the procedures for Level III soil surveys established in the Georgia Department of Human Resources’ current <i>Manual for On-Site Sewage Management Systems</i> . The requirements for a Soil Classifier are located in said manual.

**PRELIMINARY PLAT CHECKLIST
ENGINEERING DEPARTMENT**

Project: _____

Applicant: _____

Plan Page# Included Y/N/NA (Items marked with * are missing or deficient)

- _____ _____ 26. Corner Lots – Fillet (20 foot radius) or chamfer corner property lines at street intersections.
- _____ _____ 27. Street Length – Indicate the length of each street in the subdivision.
- _____ _____ 28. Entrances – Subdivision entrances shall meet sight distance requirements and minimum distance between intersection requirements (both sides of street.) Provide appropriate data on the plat (Development Regulations – Article III.)
- _____ _____ 29. Indicate any proposed golf cart, bicycle, or pedestrian circulation systems, including sidewalks, crosswalks, multi-use paths, etc.
- _____ _____ 30. Show existing (dashed) and proposed (solid) contour at ten (10) two (2) foot intervals of elevation and be based upon North American Datum NAD 1983 State Plane Georgia West.

Comments:

Engineering Department
115 McDonough Rd.
Fayetteville, Georgia 30214
(T) 770-320-6009
E-mail: pmallon@fayettecountyga.gov

Engineering Department
Resubmit/Date

Engineering Department
Approval/Date

**PRELIMINARY PLAT CHECKLIST
ENVIRONMENTAL MANAGEMENT DEPARTMENT**

Project: _____

Applicant: _____

Plan Page# Included Y/N/NA (Items marked with * are missing or deficient)

- | | | |
|-------|-------|--|
| _____ | _____ | 31. Delineate and label all state waters requiring watershed protection buffers and setbacks on the property and adjacent to the property where any watershed buffers and/or setbacks extend onto the property. Provide a note if there are no state waters requiring a watershed buffer. Label as "Watershed Protection Buffer," and "Watershed Protection Setback." |
| _____ | _____ | 32. Show location of all specimen trees within 100 feet of the centerline of all right-of-ways, stormwater management structures, and utility and/or drainage easements. |
| _____ | _____ | 33. Identify any specimen trees designated for removal. Include the tree size (DBH), species (common name) and justification for removal. Tree Protection Plan (TTP) must be submitted in accordance with the Tree Retention, Protection, and Replacement Ordinance. |
| _____ | _____ | 34. Delineate and label each drainage basin within the project boundaries. For each basin, provide drainage areas and existing and proposed CN values. Show offsite area and peak flows (Q ₁₀ and Q ₁₀₀) for drainage passing through the site. |
| _____ | _____ | 35. Delineate and label areas to be used for stormwater management consistent with the hydrologic data provided above. For each drainage basin, provide a narrative description of how water quality, stream channel protection, and flood protection criteria as referenced in the GA Stormwater Management Manual will be satisfied or why any exemptions may apply. |
| _____ | _____ | 36. Delineate any Areas of Special Flood Hazards on or adjacent to the property as required in the Floodplain Management Ordinance. For any streams with 100 acres or greater drainage area provide the future-conditions flood elevation. (Some future conditions flood elevations are available at the Stormwater Management Department.) Provide a note if there are not Areas of Special Flood Hazards on or adjacent to the property. Reference the FIRM panel number and date. |
| _____ | _____ | 37. Delineate any groundwater recharge areas as required in the Groundwater Area Protection Ordinance. Provide a note if there are no groundwater recharge areas on the property. |
| _____ | _____ | 38. Delineate all jurisdictional wetlands and provide the source of the wetland determination. Provide a note if there are not wetlands on the property. The wetland delineation shall be made following the procedures established by the U.S. Army Corps of Engineers. |

