

RESIDENTIAL INDIVIDUAL LOT SITE PLAN REQUIREMENTS

Subdivision Name _____	Project Address _____	
LandLot, District, Section _____		
Owner _____	Designer _____	
Phone _____	Email _____	

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. We are 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/planning-zoning/stormwater-streams/stormwater-engineering-design-checklist.pdf?sfvrsn=6ea9f5ab_10
- 16 _____ Stormwater Management - projects adding between 1,000 sf and 4,999.9 sf of new impervious area are required to add green infrastructure if within specific watersheds or upstream of areas of drainage concern. Infiltration testing always required. Utility locations required to avoid conflicts. Pervious Pavers no longer automatically count as pervious. Alpharetta Stormwater Policy Handbook -
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
- 22 _____ Retaining walls
- 23 _____ Pavement, curb and gutter, driveway, pavers

Required Notes

- 24 _____ Sidewalk cross slope should not should 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 _____ For all projects add the following note:
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 _____ If using existing driveway as a construction exit, add the following note:
The existing driveway is to be used as the site Construction Exit (Co).
- 28 _____ 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.
- 29 _____ Burial of construction debris is not permitted.
- 30 _____ 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.
- 31 _____ If your proposed impervious area is 4900- 4999.99 sf add the following note:
Designer must certify the square footage of impervious area at the end of construction. If 5000 sf or more, full stormwater management will be required.
- 31.1 _____ Driveway pavers not allowed within right-of-way.
- 31.2 _____ Monument style mailboxes not allowed within right-of-way
- 31.3 _____ Fences in front yards must be behind all landscape strips.

State Erosion Control Requirements

- 32 _____ If within 200 feet of a perennial stream or 1 acre or more disturbed, additional erosion control items may be necessary. Notes and requirements will be included in separate checklist.
- 33 _____ Property is part of a Common Development. This may require an

NOI to be 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.

- 34 _____ Locate and label by type and size all trees 6" and over within the limits of disturbance (LOD) and those that will be impacted within 30' of the LOD, including trees on neighboring properties. A survey is not required. Please show the critical root zone (CRZ: radius = 1.3' per diameter inch), structural root plate (SRP: radius = .5' per diameter inch), and % impact on all trees to be retained. Mark all trees proposed for removal with an "X".
- 35 _____ If the critical root zones of on-site or boundary trees are to be impacted by 10% or more an Arborist assessment and tree care plan will be required. Please provide the assessment and add the note below to the cover of the plan set. Impacts to any tree cannot exceed 20%.
- "A tree care plan developed by an ISA Certified Arborist to offset the impacts of construction is required and shall include at a minimum the basic recommendations found in the Arborist Guidance Document. This plan shall be provided to the Land Development Inspector at time of site opening along with proof of prepayment for this plan."
- 36 _____ If boundary trees (on neighboring properties) are impacted 10% or more boundary tree notification letters, including a written tree care plan will be required. See example letters in the Arborist Guidance Document. Impacts to any tree cannot exceed 20%.
- 37 _____ 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 and only fair to good quality trees count.
- 38 _____ Provide a tree planting plan as needed, including density trees, landscape strip / street trees, and replacement trees for Specimen tree removals.
- 39 _____ Provide the lot and building coverage calculations and percentages, these are different than the stormwater requirements. See table 2.1 in Article II
https://library.municode.com/ga/alpharetta/codes/unified_development_code?nodeId=AR_TIIUSLAST and the definition section in Article I
https://library.municode.com/ga/alpharetta/codes/unified_development_code?nodeId=AR_TIGE