

PRELIMINARY PLAT-REVIEW CHECKLIST

If a box is checked all required items are indicated on the plat. If one part of a multiple part requirement is not met the entire requirement is considered unmet and the omission is highlighted. Additional commentary is in *Red Italics*

Upload your completed form to:

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SUBDIVISION NAME: _____

SUBDIVISION LOCATION: _____

PLAT REQUIREMENTS

- The submittal to the Planning Commission shall consist of one original and ten (10) copies black or blue line prints on a white background
- The Preliminary Plat for a subdivision shall be clearly and legibly drawn at a scale of not less than 100 feet to one inch. The sheet size shall not exceed 48 inches by 36 inches, provided, however, a scale of 200 feet to one inch may be used to avoid sheets in excess of 48 inches by 36 inches. The minimum sheet size shall be 8 ½ inches by 11 inches. The City Engineer may approve other scales and sheet sizes as deemed appropriate
- The proposed name of the subdivision and proposed street names shall not duplicate or too closely approximate, phonetically, the name of any other subdivision or street in South Fulton County

Street Names

- Proposed name of the subdivision
- Names, addresses, telephone numbers, and email address of the property owner of record and the developer or sub divider
- Name, address, telephone number, and email address of each professional firm associated with a Preliminary Plat
- Date of survey, north point and graphic scale, date of plat drawing, and space for revision dates

- Subdivision location including land lot(s) and land district(s), area in acres, density, internal and abutting zoning, and proposed phasing, if any
- A location sketch or vicinity map positioning the subdivision in relation to the surrounding area with regard to recognized permanent landmarks. The location sketch scale shall be not greater than 2,000 feet to the inch
- Boundary lines of the overall property perimeter showing bearings in degrees, minutes and seconds and distances in feet and hundredths of a foot along all lines and the bearing and distance to an existing street intersection or other recognized permanent landmark. The source of boundary information shall be shown
- Topography with mean sea level contours at intervals no greater than five feet. The source of topographic information shall be shown. Contour lines shall be based on field surveys or photogrammetric methods from aerial photographs. The basis for the topographic contour shown shall be specified and dated
- Natural features such as lakes, ponds, streams, creeks, State waters, State waters buffers, city stream buffer limits, wetlands, 100 year flood plains and other significant features. The 100-year floodplain shall be outlined and the source of the depicted floodplain shall be indicated. For those lots containing floodplain, a floodplain lot chart shall be provided showing the area (in square feet) of each lot lying inside and outside of the floodplain
- Cultural features such as rights-of-way, easements, pavements (including widths), bridges, culverts and storm drains, utility lines, appurtenances and structures, City and County jurisdictional limits, land lot and district lines, zoning districts and limits and other significant features
- Proposed layout including lot lines with preliminary dimensions, lot numbers, block letters, street rights-of-way with names and widths, easements, public use facilities, facilities exclusively for subdivision use and all relevant conditions of zoning
- Lots shall be numbered in numerical order and blocks lettered alphabetically. The minimum building setback lines from all streets shall be shown. Streets (including cul-de-sacs) shall be dimensioned to show rights-of-way and roadway widths, central angles, and intersection radii. Centerline curve data shall be provided for roadway curves[radius, length, amount of super-elevation (if any), point of curvature (P.C.), point of tangency (P.T.), etc.] if not shown separately on construction drawings
- Location and results of percolation tests for lots which will not be served by a public or community sanitary sewage system, as required by the Health Department
- Location of all known existing or previous landfills
- Proposed method of sewage disposal

- Preliminary Plat Certifications as specified in Section 7.5
- A written summary of proposed subdivision giving information as to the overall development plan including, as appropriate, the types and square footage's of structures, number of housing units, types of land uses, anticipates traffic generation, and other pertinent information so that the effects of the subdivision can be considered by the Planning Commission
- Description of the anticipated utility systems required to serve the proposed subdivision including projected average and peak demands or flows for potable water, fire protection, sewerage and electrical power
- Description of proposed storm water management practices for the subdivision including the ownership and proper maintenance provisions of all storm water detention facilities within the subdivision
- Such additional information as may be reasonably required to obtain an adequate understanding of the subdivision

STREETS

- Right-of-way and Pavement Widths

<input type="checkbox"/> Residential	<input type="checkbox"/> 50 feet	<input type="checkbox"/> 28 feet
<input type="checkbox"/> Residential Cul-de-sac	<input type="checkbox"/> 60 foot radius	<input type="checkbox"/> 50 foot radius

- Access – 200 units per outlet
- Street Jogs – not less than 125 feet
- Street Intersections – right angles/not less than 80 degrees
- Cul-de-sacs Streets – not longer than 1200 linear feet

LOT AND BLOCK STANDARDS

- Lots – No more than four times as deep as they are wide at the building set back line
- Side Lot Lines – Should generally be at right angles or radial to street rights-of-way. In cul-de-sacs side lot lines should be radial to the center point of the cul-de-sac
- Corner Lots – Shall have extra width to permit prescribed set-back limits from all streets on which the lot has frontage
- Subdivision Access – No lots within a subdivision may access arterial or primary collector streets. Minimum ten foot planted buffer shall be required along the residential subdivision lot line abutting the arterial or primary collector

EXAMPLES: DIMENSIONAL REQUIREMENTS R-3 ZONING DISTRICT

- Lot area per dwelling unit: 17,000 square feet
- Lot frontage: 80 feet
- Minimum floor area per dwelling unit: 1,600 square feet
- Front yard setback, as measured from the right-of-way: 40 feet
- Rear yard setback: 30 feet Side yard setback: 15 feet