



**PRELIMINARY PLAT APPLICATION**

**FOR PLANNING & ZONING DEPT. USE ONLY**

File No. \_\_\_\_\_

Amount Received: \_\_\_\_\_ Date Paid: \_\_\_\_\_

Staff Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

P&Z Regular Meeting Date: \_\_\_\_\_

Date Completed Application Was Received: \_\_\_\_\_

(Official Date Stamp)

**Parcel Number:** \_\_\_\_\_

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

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

**Description of project:** \_\_\_\_\_

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

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

**Applicant Phone Number:** \_\_\_\_\_ **Fax Number:** \_\_\_\_\_

**E-Mail Address:** \_\_\_\_\_

\_\_\_\_\_ affirms that he is/ she is/ they are the owners/ specifically authorized agent of the property located at: \_\_\_\_\_

\_\_\_\_\_ petitions the City of Fayetteville Planning and Zoning Commission to consider the proposed site preliminary plat located in a \_\_\_\_\_ zoning district

The applicant tenders herewith the sum of \$ \_\_\_\_\_ (**\$500.00 + 20.00/lot**) to cover the expenses of staff administrative review.

- ◆ *Applications will not be considered complete until all items have been supplied. **Incomplete applications will NOT***
- ◆ ***be placed on the Planning & Zoning Commission agenda and will be returned to the applicant.***
- ◆ *All items must be reviewed and approved by Staff & must be in compliance with current City Ordinances.*
- ◆ *The City shall have five business days in order check applications for completeness.*

Public hearing will be held on \_\_\_\_\_ at 6:00 p.m. at City Hall located at: 240 South Glynn Street, Fayetteville, GA 30214.

## APPLICATION/CHECKLIST

Return this APPLICATION/CHECKLIST with submittal. Incomplete submittals will not be reviewed.

**Eight (8) 24"x36" printed copies and PDF copy of the development site plan and elevations for departmental review.**

To include:

- Vicinity map showing project location, north arrow, graphic scale & date
- Complete survey including property boundary lines, with bearings & distances
- Existing roads, streets, highways, & respective r-o-w widths on or adjacent to property
- Existing drainage ditches, canals, water courses, and drainage easements on or adjacent to the property
- Existing buildings, structures, and facilities on development property and adjacent property
- All existing utility lines on or adjacent to the property
- Adjacent property land uses, zoning and property owner names
- A complete legal description of the property
- Impact on classification and structure of existing dams. Provide dam break analysis if applicable.

**Five (5) 11"x 17" copies of the site plan & all four sides color elevations for Commission review.**

PDF or JPEG file of site plan & color elevations

Narrative describing nature & scope of project

Material Samples

Wetlands boundary determination & Certification (USACofE)

Topographic Survey, drainage plan and storm water runoff calculations

Grading & utility plan, including:

- Final design & layout of underground electric, telephone, gas & cable TV utility lines 1.

Soil erosion & sediment control plan, including:

- Detail sheets for soil erosion & sediment control facilities

Storm water management facilities and utility Profiles.

Storm Water Management Plan, showing

downstream impact & final disposition of water (Storm Water Management Plans shall meet the requirements of Ordinance 0-30-02, Storm Water Quality Ordinance, adopted June 20, 2002.)

Future Conditions Floodplain (if project is in a drainage basin of 100 acres or larger).

CAD/GIS Data Submission Standards

Tree Protection Plan (TPP) including:

- Tree survey & identified trees requested for removal
- Tree protection zones and proposed tree protection methods
- Tree planting & replacement plan
- Name, registration & contact info for responsible professional

Lighting Plan, conforming to the provisions of Section 94-322

Existing & proposed fire hydrant locations

Proposed access to existing roads, circulation routes, parking space layout & dimensions

Proposed setbacks, buffers, open spaces areas, landscaped areas, & impervious surface calculations.

Water supply & sewage disposal plans

Letters of capability & commitment to serve water, sewer, electric, telephone, & cable TV from the affected agencies

Dept. of Natural Resources permits & approvals

DOT encroachment permit

Fire safety standards approval by Fire Official

Mainstreet Director's certification of compliance (for projects within Mainstreet District)

Must check with City's Building Department, Finance Department and Water Department for other possible fees ie: sewer assessment, impact fees, etc.

Building Dept. (Greg Taliercio) 770-719-4065

2. Finance Dept. (Mike Bush) 770-461-6029

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