



**CONSERVATION SKETCH PLAT REVIEW CHECKLIST**

Date: \_\_\_\_\_

PROJECT  
NAME \_\_\_\_\_

FILE NO. \_\_\_\_\_ ZONING DISTRICT \_\_\_\_\_ MAP  
REFERENCE \_\_\_\_\_

**CODE SECTION**

\_\_ **14-87:** Conference with Planning Director

**14-89: Required Information:**

- \_\_ (1) Boundary lines.
- \_\_ (2) Streets on or adjacent to tract.
- \_\_ (3) Contour data.
- \_\_ (4) Tree survey.
- \_\_ (5) Historic resources.
- \_\_ (6) Natural features.
- \_\_ (7) Soils.
- \_\_ (8) Geographical data.
- \_\_ (9) Prior subdivisions.
- \_\_ (10) Zoning district.
- \_\_ (11) Permits.
- \_\_ (12) Variances.
- \_\_ (13) Septic tanks.
- \_\_ (14) Sewers.

1)

- \_\_ (15) Sewer easements.
- \_\_ (16) Water mains.
- \_\_ (17) Water main easements.
- \_\_ (18) IRF.

- (19) Wetlands.
- (20) Receiving waters.
- (21) Certificate of conformity.
- (22) Bury pits.
- (23) Seal.

**14-90: Proposed Physical Layout:**

- (1) Title.
- (2) Street names.
- (3) Rights-of-way
- (4) Sidewalks.
- (5) Lots.
- (6) Dedications.
- (7) Yards.
- (8) Zoning conditions.
- (9) Corner lots.
- (10) Transitional buffers.
- (11) BMPs.
- (12) IRF
- (13) Covenants.
- (14) Sewer easements
- (15) Water main easements.

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- (16) Fire Hydrants
- (17) Fencing
- (18) Electrical service.

**14-91: Additional Information:**

- (1) Owner consent.
- (2) Taxes.

- \_\_\_ (3) Location.
- \_\_\_ (4) Vicinity map.
- \_\_\_ (5) Owners names and zoning of adjacent properties.
- \_\_\_ (6) Engineer.
- \_\_\_ **14-92:** Scale.

**14-96: (This section for Planning Department Use Only)**

- \_\_\_ (1) Water supply.
- \_\_\_ (2) Adequacy of sewer.
- \_\_\_ (3) Stormwater management.
- \_\_\_ (4) Flood Plains, watercourses, wetlands, woodlands.
- \_\_\_ (5) Non-conforming lots.
- \_\_\_ (6) Abutting state highway.
- \_\_\_ (7) Meets all code requirements.
- \_\_\_ (8) Certificate of Appropriateness.
- \_\_\_ (9) Municipal / County boundaries.
- \_\_\_ (10) All requirements of Sections 14-89 & 14-90 have been met.

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\_\_\_ **14-96 (10) (c):** Add wording:

This sketch plat has been submitted to and approved by the Planning Commission of DeKalb County, on this \_\_\_\_\_ day of \_\_\_\_\_.

By: \_\_\_\_\_ (By Dir.)  
 Planning Commission Chairman  
 DeKalb County, Georgia

- 14-166: Adequate Public Facilities:**
- \_\_\_ (1) Comprehensive Plan Consistency.
  - \_\_\_ (2) Water.
  - \_\_\_ (3) Wastewater.
  - \_\_\_ (4) Stormwater Management.

\_\_\_ (5) Roads.

\_\_\_ (6) Extension policies.

**14-167: Conservation of Natural Resources:**

\_\_\_ (a) (1) Wetlands.

\_\_\_ (a) (2) Intermediate regional floodplain.

\_\_\_ (b) (1) Avoid adversely affecting watercourses, ground water, and aquifer recharge.

\_\_\_ (b) (2) Minimize cut and fill.

\_\_\_ (b) (3) Minimize impervious cover and the environmental impacts of roads and access points.

\_\_\_ (b) (4) Minimize flooding.

\_\_\_ (b) (5) Minimize adverse effects of noise, odor, traffic, drainage, and utilities on neighboring properties.

\_\_\_ (c) (1) Areas set aside.

\_\_\_ (c) (2) Compliance with subsection (b).

\_\_\_ (c) (3) Proposed subdivision not in the best interest of the public health, safety, and general welfare of the county.

\_\_\_ **14-181 (b):** Street arrangements, character, extent, width, grade and location.

(4)

\_\_\_ **14-182:** Arrangement where not shown on thoroughfare plan.

\_\_\_ **14-183:** Minor street / Minor arterial.

\_\_\_ **14-184:** Thoroughfare plan.

\_\_\_ **14-185:** Subdivisions bordering on or containing arterial streets, railroad right-of-way, or limited access highway right-of-way.

\_\_\_ **14-186:** Reserve strips.

\_\_\_ **14-187:** Street intersection spacing.

\_\_\_ **14-188:** Intersections – right angle.

\_\_\_ **14-189:** Property line to be curved or mitered.

\_\_\_ **14-190:** Street classification and right-of-way width.

\_\_\_ **14-191:** Improvements, right-of-way dedication.

\_\_\_ **14-191 (e):** Board of Commissioners waiver of right-of-way, road improvements.

\_\_\_ **14-192:** Half streets.

- \_\_\_ **14-193:** Temporary dead-end streets.
- \_\_\_ **14-194:** Permanent dead-end street; cul-de-sac required.
- \_\_\_ (a) Cul-de-sac required.
- \_\_\_ (b) Minimum radius; provide a landscaped island.
- \_\_\_ **14-195:** Alleys.
- \_\_\_ **14-196:** Street grades.
- \_\_\_ **14-197:** Minimal horizontal curve radius.
- \_\_\_ **14-198:** Minimum sight distance.
- \_\_\_ **14-199:** Design of intersections.
- \_\_\_ **14-200:** Access management.
- \_\_\_ **14-200 (e):** Number of access points.
- \_\_\_ **14-200 (j):** Deceleration
- \_\_\_ **14-201:** Planting Strips

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- \_\_\_ **14-217:** Permission for easement dedication required.
- \_\_\_ **14-218:** Floodplain easements – on-site.
- \_\_\_ **14-219:** Drainage easements – off-site.
- \_\_\_ **14-220:** Pedestrian and bicycle easements and paths.
- \_\_\_ **14-236:** Length, width, and shape of blocks.
- \_\_\_ **14-237:** Desirable maximum and minimum block length.
- \_\_\_ **14-238:** Mid-block easements and pedestrian paths.
- \_\_\_ **14-256:** Lot compliance with zoning ordinance.
- \_\_\_ **14-257:** Corner lots.
- \_\_\_ **14-258:** Frontage.
- \_\_\_ **14-259:** Through lots and reverse frontage lots prohibited.
- \_\_\_ **14-260:** Side lot lines
- \_\_\_ **14-275:** Open space required; purposes.
- \_\_\_ **14-276:** Restrictions on open space.
- \_\_\_ **14-277:** Dedication of parks, open space, recreation areas, and conservation easements.

- \_\_\_ **14-286:** Reservation of sites for civic use.
- \_\_\_ **14-351(e):** Dry sewer waiver.
- \_\_\_ **14-356:** Comments, recommendations to be marked on preliminary plat.
- \_\_\_ **14-379(d):** Contour intervals.
- \_\_\_ **14-383:** Sidewalks and bicycle lanes.
- \_\_\_ **14-384:** Parking on public right-of-way.
- \_\_\_ **14-385:** Underground utilities.
- \_\_\_ **14-386:** Street lights.
- \_\_\_ **14-396:** Septic tank data.
- \_\_\_ **14-397:** Contour intervals.

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- \_\_\_ **14-398:** Soil analysis.
- \_\_\_ **14-399:** Analysis.
- \_\_\_ **14-404:** Board of Health recommendations.
- \_\_\_ **14-405:** Impoundment permit.

## ZONING CODE

- \_\_\_ **27-31** – Definitions. Refer to \_\_\_\_\_.
- \_\_\_ **27-** \_\_\_\_\_ Zoning District \_\_\_\_\_ Principle uses and structures, accessory uses, buildings and structures, special permits, lot width, lot area, setbacks, building spacing, transitional buffer zone, building height, floor area, lot coverage, off-street parking requirement, landscape requirement, parking lot landscape requirement.
- \_\_\_ **27-** \_\_\_\_\_, \_\_\_\_\_ Overlay district. District boundaries. applicability of regulations, use restrictions, hazard marking / lighting, principle use / structures, accessory use / structures, lot coverage, clearing and grading of lot, height limitation, tree removal / replacement, protection of steep slopes, driveway, conservation easement, lighting, density bonus.
- \_\_\_ **27-753:** Landscape requirements for parking lots.
- \_\_\_ **27-756:** Lots.
- \_\_\_ **27-757:** Lots, corner.
- \_\_\_ **27-758:** Lots served by septic tanks
- \_\_\_ **27-759:** Lots with well and septic tank.
- \_\_\_ **27-763:** Open space.
- \_\_\_ **27-772:** Regional impact.
- \_\_\_ **27-776:** Site plan preparation.

- \_\_\_ **27-783:** Traffic and street improvements.
- \_\_\_ **27-785:** Transitional buffer zone.
- \_\_\_ **27-788:** Yard requirements.
- 27-793.2:** Eligible Property
- \_\_\_ **(a):** Zoning Classification.
- \_\_\_ **(b):** Minimum size of tract.
- \_\_\_ **(c):** Public sanitary sewer.

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- \_\_\_ **27-793.3:** Applications.

**GREENSPACE ORDINANCE:**

**27-793.5: Lot Width; Lot Area; Setbacks.**

- \_\_\_ **(a):** Agreement to allot greenspace.
- \_\_\_ **(b)(1):** Lot width.
- \_\_\_ **(b)(2):** Minimum lot area.
- \_\_\_ **(b)(3):** Minimum yard adjacent to public street.
- \_\_\_ **(b)(4):** Interior side yard setbacks.
- \_\_\_ **(b)(5):** Rear Yard.

\_\_\_ **27-793.6: Minimum Exterior Requirements.**

**27-793.7: Development Standards and Permitted Uses.**

- \_\_\_ **(a)(2):** Permitted uses.
- \_\_\_ **(a)(3):** Compliance with Tree Protection Ordinance.
- \_\_\_ **(b):** Greenspace uses.
- \_\_\_ **(c):** Encourage greenspace features.

**27-793.8: Calculation and Design of Greenspace.**

- \_\_\_ **(a)(1):** Minimum 20 % area.
- \_\_\_ **(a)(2):** Minimum two (2) acres.
- \_\_\_ **(a)(3):** Minimum 50% must be contiguous with minimum fifty (50) foot width.
- \_\_\_ **(a)(4):** Village Greens / Trails.
- \_\_\_ **(a)(5):** Greenspace calculation.

- \_\_\_ (a)(6): Impervious Surface in Greenspace.
- \_\_\_ (a)(7): Maximum twenty (20) percent wetlands / rock outcroppings.
- \_\_\_ (a)(8): Preservation of historic buildings.

(8)

- \_\_\_ (a)(9): Maximum twenty (20) percent utility easement areas.
- \_\_\_ (a)(10): Greenspace accessibility.
- \_\_\_ (a)(11): Greenspace connectivity.
- \_\_\_ (a)(12): Natural storm water management facilities.
- \_\_\_ (a)(13): Grassed playing fields.
- \_\_\_ (a)(14): Grading prohibited within certain greenspace.
- \_\_\_ (a)(15): Minimal grading allowed.
- \_\_\_ (a)(16): Construction accessibility.
- \_\_\_ (a)(17): Grading should not damage tree roots.

**27-793.9: Ownership, Control, and Maintenance of Required Greenspace.**

- \_\_\_ (a): Program for unified control.
- \_\_\_ (b): Maintenance and protection of land held in common.
- \_\_\_ **Sec. 1139 (b):** Show name and address of a person to whom notice of a public meeting on the proposed sketch plat may be sent.

## **ADDITIONAL REQUIRED PLAT REVIEW ITEMS**

- \_\_\_ Show developer's name, address, and phone number.
- \_\_\_ Show number of lots / units in development.
- \_\_\_ Who will provide water service?
- \_\_\_ Who will provide sewer service?
- \_\_\_ Add note: A 75' tributary buffer will be maintained on all state waters that are not approved for a buffer encroachment variance by DeKalb County or GA. E.P.D.
- \_\_\_ Add note: Sketch plat approval does not constitute approval of the storm drainage or sanitary sewer systems. No construction shall begin until construction plans are approved and a development permit is obtained.
- \_\_\_ Add note: The owner of the property is responsible for compliance with the Corps of Engineers requirements regarding wetlands.

Reviewed by \_\_\_\_\_.