

Civil Plan Review Process

The City of Gainesville **Plan Review Committee (PRC)** holds weekly meetings every Wednesday at 10:30 a.m. in the Community & Economic Development Department Conference Room located at 311 Henry Ward Way on the first floor. It is recommended that applicants attend a PRC meeting prior to submitting plans. At this time, applicants will be given information on the review process as well as the number of plans needed and any fees associated with the project. This meeting will provide applicants an opportunity to discuss their project with all departments who will be reviewing their plans. Please contact **Heather DeWeese, Plans Coordinator (PC)** at 770-531-6571 or HDeweese@gainesvillega.gov to schedule a meeting.

The plan review process includes the following steps.

- 1) Applicant submits the required number of plans to the PC, who will distribute the plans to the appropriate departments. Plans should be submitted no later than 3:00 p.m. each Tuesday. The review period is two weeks.
- 2) Following the two week review period, the PC will contact the applicant and return all comments from the departments.
- 3) Once the applicant has addressed all comments, plans may be resubmitted to the PC at any time. **(NOTE: The corrected plans must also include all comments / red-lined sheets from the departments.)**
- 4) Each department will take up to one week to review the plans to ensure all comments have been addressed.
- 5) Provided all comments have been addressed, each department will sign off electronically and the PC will contact the applicant to inform them how many sets of plans will be needed for stamping. The table below shows the number of plans typically needed.

The Civil Plan Review Application must be completed at the time of submittal.

An electronic copy (PDF format) of the approved plans must be submitted to the PC prior to permit issuance.

Total Number of Plans Required

Department	Copies for Initial Submittal	Copies for Final Approval
Planning	1	1 + (Electronic Copy)
Public Works	1	1
Water Resources	2	2
Fire	1	1
Environmental Health	1	1
<i>Sets of Plans Potentially Needed</i>		
<i>Hall County Traffic Engineering</i>	1	1
<i>Georgia Dept. of Transportation</i>	1	1
<i>Soil and Water Conservation*</i>	1	1
Addressing	1 (site plan only)	1 (site plan only)
*Developments with over 1 acre of disturbed area or within 200 ft. of state waters.		

Submittal fees are paid to the PC at the time plans are submitted for review. Payment can be made by cash, check or credit / debit card. Checks should be made payable to the City of Gainesville. Once all fees are paid the review process will begin.

Plan Review Fees	
Project Type	Fee
Commercial	\$400 + \$10/disturbed acre
Preliminary Subdivision Review	\$400 + \$10/disturbed acre
Final Subdivision Review	\$300 + \$10/lot
Tree Removal	\$100
Minor Land Disturbance	\$100
Resubmittal	Half original submittal fee
EPD Fee*	\$40/disturbed acre
*Required when property is within 200' of state waters and/or land disturbance covers more than 1 acre. This fee can be included on the same check made payable to the City of Gainesville. An additional \$40/disturbed acre is to be paid directly to the Environmental Protection Division of the Georgia Department of Natural Resources.	

Plan Review Committee Members			
Department	Address	Staff	Phone
Planning	311 Henry Ward Way	Heather DeWeese	770-531-6571
Public Works	300 Henry Ward Way	Jason Simms / Matt Tarver	770-535-6882
Water Resources - Water & Sanitary Sewer	300 Henry Ward Way	Nick Swafford	770-538-2452
Water Resources – Storm Water	300 Henry Ward Way	Corey Jones	770-538-2408
Water Resources – Pre-Treatment	2641 Old Flowery Branch Rd.	Erik Lunsford	770-532-7462
Fire	725 Pine Street	Chad Payne	770-534-3612
Hall County Soil & Water Conservation	734 East Crescent Drive, Suite 400	Greg Bell / Cindy Edge	770-531-6827
Environmental Health	2875 Browns Bridge Road	Kelly Hairston / Adetayo Adewolu / Chad Harper	770-531-3973
Addressing	2875 Browns Bridge Road	Mark Lane / Rebecca Evans	770-531-6809
GDOT	1475 Jesse Jewell Parkway, Suite 100	Jonathan Peevy	770-533-8276

NOTE: Once the civil plans have been approved, **4 sets of architectural plans** should be submitted to Plans Review Manager Joe Davidson in the Inspections Services Division, located at 311 Henry Ward Way. You may reach him by phone at 770-531-6570.



LAND DEVELOPMENT APPLICATION
 Community & Economic Development Department
 311 Henry Ward Way
 Gainesville, Georgia 30501
 Phone 770-531-6570 Fax 770-297-7826

Application Date:		Parcel Number(s):	
Project Type:	Civil Plan Review	Preliminary S/D Plat	Final S/D Plat
Minor Land Disturbance (Res. or	Comm.)	Clearing & Grubbing
			Tree Removal
Site Address(s):			
Project Name:			
Proposed Use:			
Zoning:			
Property Owner:			
Engineer:			
Developer:			
Contact Person: (For Review Comments)			
Phone:		Email:	
Total Project Area:	Acres	Disturbed Area:	Acres
Number of Lots:			
Project is Within 200' of State Waters:			
Public Water:	Well Water:	Public Sewer:	Septic System:
Signature: _____			
Printed Name: _____			



City of Gainesville Community Development Department Commercial Review Checklist

Block	Provided/ Correct	Need More Info/ Incorrect	Not Applicable	Mark only one box for each of the following blocks. The "Need More Info" box should be marked in pencil for erasure upon provision of information.
1				Any <i>outstanding zoning violations</i> (or failure to fully comply with zoning requirements) on this property have been resolved.
2				The Cover Sheet includes the tax parcel number. The Cover Sheet shows the zoning and conditions of zoning.
3				A copy of the approval letter for easements (i.e. sewer or cross-access) is on the site plan.
4				If on a septic system, the <i>Health Department</i> has approved the lot for the proposed use.
5				All <i>existing buildings, uses, driveways, walls and fences</i> on the property are shown on the site plan.
6				The lot (Article 9-3-2): a. Complies with current frontage, minimum area, width, depth and shape requirements (including restrictions on flag lots) OR b. Was platted and approved in accordance with provisions in effect at the time of creation OR c. Is a lot of record.
7				The lot: a. Abuts a public road, OR b. Abuts a private road in a "planned development," OR c. Is a lot of record OR is recorded as a result of judicial decree.
8				The proposed use or structure complies with <i>setback and separation</i> requirements (principal use, accessory use, townhomes). (Table 9-6-2) OR A variance from the setback and separation requirements has been granted.
9				The proposed structure complies with any <i>density, floor space, lot coverage/% of impervious surface, or other height provisions</i> (T. 9-6-2)
10				The proposed use complies with <i>screening (buffer)</i> requirements (T. 9-6-2) a. Is a buffer required? Structural, vegetative or both? Opaque screening provided? Limited to 33% of one (1) species. b. Side buffer/Width?; Rear buffer/Width?
11				Does the proposed comply with the provisions of an Overlay Zone (A. 9-8)? a. <i>Airport Overlay Zone</i> b. <i>Gateway Corridor Overlay Zone</i> c. <i>Limestone Parkway Overlay Zone</i> d. <i>North Oconee Water Supply Watershed Protection Overlay Zone</i> e. <i>Wetland Protection Overlay Zone</i> f. <i>Midtown Overlay Zone</i> g. <i>Historic Preservation Overlay Zone</i> (Green St, Ridgewood, Big Bear)



City of Gainesville Community Development Department Commercial Review Checklist

Block #	Provided/ Correct	Need More Info/ Incorrect	Not Applicable	Mark only one box for each of the following blocks. The "Need More Info" box should be marked in pencil for erasure upon provision of information.
12				<p>Does the sight contain wetlands or any state waters that will require an undisturbed buffer (A. 9-8-6)? Statements on plan for each?</p> <p>a. Within North Oconee Watershed Protection Zone? (100' wide undisturbed buffer and 150' wide impervious area setback from perennial streams.)</p> <p>b. Required undisturbed buffer provided along state waters (75' wide buffer [50' nondisturbed, 25' additional nonimpervious] on either side of state waters.)</p> <p>c. State EPD permit/variance to disturb within required buffer?</p> <p>d. Development within 50' of wetlands protection district?</p> <p>e. If so, an Army Corp of Engineers jurisdictional wetlands determination shall be required prior to issuance of development permit.</p> <p>f. Section 404 Permit from Corp of Engineers required? Section 404 Permit must be provided with final plan.</p>
13				The proposed use, structure or sign complies with all provisions of development covenants within industrial parks (see Industrial Park Covenants).
14				<p>Proposed use is a principal use and complies with restrictions (A. 9-10-6), OR</p> <p>Proposed use is an accessory use and complies with restrictions (A. 9-10-7).</p>
15				The proposed use complies with <i>outdoor storage</i> requirements (A. 9-10-7-5). Is the <i>outdoor storage</i> permitted within the existing zoning district?
16				<p>In this zoning district, the proposed use or structure</p> <p>a. is inherently permitted, OR</p> <p>b. has been specifically approved as a "Special Use," OR</p> <p>c. is approved as part of a "Planned Development" or as part of zoning conditions, OR</p> <p>d. is non-conforming but is permitted under Article 9-11-2</p>
17				<p>Sidewalk requirements met (A.9-13-9-26)?</p> <p>a. 5' wide, not less than 1' from property line?</p>
18				<p>Frontage landscape strip requirements met (A. 9-16-4)?</p> <p>a. Strip delineated? Extends into R/W? Walls, fences or parking within strip?</p> <p>b. Meets width requirements? {20' residential, 10' commercial (CB = none)}</p> <p>c. "One tree/One shrub per 30 linear feet" count met? Reach at least 12" at DBH?</p>
19				<p><i>Parking lot tree</i> requirements met (A. 9-16-4)?</p> <p>a. One tree per 20 parking spaces and within 70-feet of an island - - deciduous shade trees?</p> <p>b. Landscaping islands provided? Meet 9'-wide and 150sf planting area? If shared with multiple trees, additional 50 sf is required.</p>
20				<p>The <i>tree plan/tree protection plan</i> includes the following (A. 9-16-5):</p> <p>a. Total site area (in acres or sf)? Size of project area (in acres or sf)?</p> <p>b. Existing tree type, size and location (EDF).</p> <p>c. Replacement tree type, size and location (RDF): 25% pines and canopy allowed, flowering-ornamental trees not, unless on chart (Table 9-16-5-4)</p> <p>d. Overall "18 units per acre" count met for commercial? "20 units per acre" for residential?</p>



**City of Gainesville
Community Development Department
Commercial Review Checklist**

Block #	Provided/ Correct	Need More Info/ Incorrect	Not Applicable	Mark only one box for each of the following blocks. The "Need More Info" box should be marked in pencil for erasure upon provision of information.
				e. Does plan include statement about all plant material conforming to American Standard for Nursery Stock?
21				Proposed <i>access to the abutting road</i> (number, location and design of driveways) is in accordance with applicable provisions. (If the road is divided four-lane or a State Route, see specific provisions.) a. Type of road? Road frontage? # of driveways per frontage? (A. 9-17-2) b. Driveway design: width, radii and sight triangle.
22				Use complies with <i>off-street parking and loading</i> requirements (A. 9-17-5) a. Proposed parking lot at least five feet from any property line? b. Number of spaces correct (required for use plus handicap)? c. Number of handicap spaces correct: total and van-accessible? Access aisles correct size? Appropriate location? Grade change/slope correct? d. Space dimensions correct (8.75' wide x 17.5' long)? e. Internal access aisles meet two-way (26') or one-way (18') width requirements? f. Driveway width requirement: 36' w/ center island, 30' two-way, 16' one way
23				Any <i>sign</i> complies with applicable provisions (A. 9-18) . Does plan include statement about permitting of signage? Signs are to be permitted separately.
24				<i>Lighting</i> complies with applicable provisions. Does plan include statement about low-level, non-spill lighting?
25				Amount disturbed area in acres? _____ Obtained permit (N.O.I.) from State EPD when disturbing land over 5 acres.

AN ELECTRONIC COPY IN PDF FORMAT OF THE APPROVED PLANS MUST BE SUBMITTED TO THE PLANS COORDINATOR PRIOR TO PERMIT ISSUANCE.



City of Gainesville Community Development Department Preliminary Plat Review Checklist

Block	Provided/ Correct	Need More Info/ Incorrect	Not Applicable	Mark only one box for each of the following blocks. The "Need More Info" box should be marked in pencil for erasure upon provision of information.
1				Tax parcel #, land district and land lot on coverage.
2				Total acreage.
3				Total number of lots.
4				Average and minimum lot size.
5				Minimum setback lines on all lots and other sites.
6				Source of water and sewer.
7				Length of proposed roads.
8				Phasing of the subdivision and estimated time of completion.
9				Copy of the Zoning Ordinance and conditions from City Council.
10				Any outstanding zoning violations on this property have been resolved.
11				Approved subdivision and street names.
12				Name, address, telephone number of the owner of record and subdivider.
13				Name, address, telephone number, seal, and signature of the registered Engineer, Surveyor, or Landscape Architect responsible for the construction plans and Surveyor responsible for the boundary survey.
14				Certification by surveyor as to the accuracy of the survey and plat.
15				Date of survey, north point, and graphic scale, source of datum, date of plat drawing, and space for revisions.
16				Natural features within the proposed subdivision, including drainage channels, bodies of water, wooded areas and significant features. On all water courses leaving the tract, the direction of the flow shall be shown.
17				Cultural features within the proposed subdivision, including right-of-way and pavement widths, and names of existing and platted streets adjoining, or abutting the subdivision, all easements, city and county lines and other significant information. Location of bridges, utility lines and structures, buildings culverts, cemeteries, and other features should also be indicated.
18				Location sketch locating the subdivision in relation to the surrounding area with regard to well-known landmarks such as major thoroughfares, railroad or others. Sketches may be drawn in freehand and a scale sufficient to show clearly the information required, but not less than 1" = 2,000'.
19				Name of former subdivision, and the Plat book and page numbers where it was recorded, of any or all of the preliminary plat that has been previously subdivided.
20				Exact boundary lines of the tract indicated by a heavy line giving lengths and bearings.
21				Lot lines with dimensions to the 1/10 foot, necessary internal angles, arcs, chords and tangent or radii of rounded corner.
22				Lots or sites numbered in numerical order and blocks lettered alphabetically. In general, all lots should be numbered in numerical sequence.
23				The location and specifications of proposed streets.
24				The location and specifications of proposed sidewalks (5' wide.)
24				Location or statement of flood hazard areas.
25				Notice of intent to dedicate any portion of the property to the public.
26				An outline of any proposed organization to control a portion or all of the tract, i.e., homeowners association.



City of Gainesville Community Development Department Preliminary Plat Review Checklist

Block	Provided/ Correct	Need More Info/ Incorrect	Not Applicable	Mark only one box for each of the following blocks. The "Need More Info" box should be marked in pencil for erasure upon provision of information.
27				Location of all proposed roads, sidewalks, street lights, amenity facilities, parking spaces and common areas.
28				Reference to recorded subdivision plats of adjoining platted land by record name, date, and number, when known.
29				When the tract of land to be subdivided abuts on U.S. Government property, then the final plat of the land shall show a tie or ties of Land Lot lines conforming to U.S. Government Take Line descriptions.
30				Location and description of monuments.
31				If the property is zoned PUD, all specifications and requirements of that zone have been met or noted.
32				Any driveway restrictions have been noted or shown.
33				Tree Plan showing: type, placement and caliper size of trees to be removed; type placement and caliper size of trees to remain and or be replaced.
34				Does the proposed comply with the provisions of an Overlay Zone (A. 9-8)? a. <i>Airport Overlay Zone</i> b. <i>Gateway Corridor Overlay Zone</i> c. <i>Limestone Parkway Overlay Zone</i> c. <i>North Oconee Water Supply Watershed Protection Overlay Zone</i> e. <i>Wetland Protection Overlay Zone</i> f. <i>Midtown Overlay Zone</i> g. <i>Historic Preservation Overlay Zone</i>
35				Does the site contain wetlands or any state waters that will require an undisturbed buffer (A. 9-8-6)? Statements on plan for each? a. Within North Oconee Water Supply Watershed? b. Required undisturbed buffer provided along state waters (75' wide buffer [50' nondisturbed, 25' additional non impervious] on either side of state waters, 150' wide buffer [100' nondisturbed, 50' additional non impervious] in North Oconee Water Supply Watershed)? c. State EPD permit/variance to disturb within required buffer? d. Development within 50' of wetlands protection district? If yes, then must contain statement required in Sec. 9-2-11, page 2-54 of the Code. e. If so, an Army Corp of Engineers jurisdictional wetlands determination shall be required prior to issuance of development permit. f. Section 404 Permit from Corp of Engineers required? Section 404 Permit must be provided with final plan.
36				Provide an 11 x 17 copy of the final subdivision plat for addressing. The entire subdivision must be on one sheet.



City of Gainesville Community Development Department Final Plat Review Checklist

Block	Provided/ Correct	Need More Info/ Incorrect	Not Applicable	Mark only one box for each of the following blocks. The "Need More Info" box should be marked in pencil for erasure upon provision of information.
1				Total acreage.
2				Location (land district and land lot).
3				Total number of lots; number of lots listed in numerical order and blocks lettered alphabetically. In general, all lots should be in numerical sequence.
4				Average and minimum lot size.
5				Minimum setback lines on all lots and other sites.
6				Source of water and sewer.
7				Length of proposed roads.
8				Phasing of the subdivision and estimated time of completion.
9				Copy of the Zoning Ordinance and conditions from City Council.
10				Any outstanding zoning violations or failure to comply fully with zoning requirements on this property have been resolved.
11				Approved subdivision and street names.
12				Name, address, telephone number of the owner of record and subdivider.
13				Name, address, telephone number, seal, and signature of the registered Engineer, Surveyor, or Landscape Architect responsible for the construction plans and Surveyor responsible for the boundary survey.
14				Certification by surveyor as to the accuracy of the survey and plat.
15				Date of survey, north point, and graphic scale, source of datum, date of plat drawing, and space for revisions.
16				Natural features within the proposed subdivision, including drainage channels, bodies of water, wooded areas and significant features. On all water courses leaving the tract, the direction of the flow shall be shown.
17				Cultural features within the proposed subdivision, including right-of-way and pavement widths, and names of existing and platted streets adjoining, or abutting the subdivision, all easements, city and county lines and other significant information. Location of bridges, utility lines and structures, buildings culverts, cemeteries, and other features should also be indicated.
18				Location sketch locating the subdivision in relation to the surrounding area with regard to well-known landmarks such as major thoroughfares, railroad or others. Sketches may be drawn in freehand and a scale sufficient to show clearly the information required, but not less than 1" = 2,000'.
19				Name of former subdivision, and the Plat book and page numbers where it was recorded, of any or all of the preliminary plat that has been previously subdivided.
20				Exact boundary lines of the tract indicated by a heavy line giving lengths and bearings.
21				Lot lines with dimensions to the 1/10 foot, necessary internal angles, arcs, chords and tangent or radii of rounded corner.
22				The size and location of all public water and sewer lines.
23				Location of drainage easements for all storm drain facilities, outlets and subsequent drainage ways, streams and other locations as required.
24				Location or statement of flood hazard areas.
25				Notice of intent to dedicate any portion of the property to the public.



City of Gainesville Community Development Department Final Plat Review Checklist

Block #	Provided/ Correct	Need More Info/ Incorrect	Not Applicable	Mark only one box for each of the following blocks. The "Need More Info" box should be marked in pencil for erasure upon provision of information.
26				An outline of any proposed organization to control a portion or all of the tract, i.e., homeowners association.
27				Location of all proposed roads, sidewalks, street lights, amenity facilities, parking spaces and common areas.
28				Primary control point to which all dimensions, angles, bearings and similar data on the plat shall be referred (Point of Beginning.)
29				Reference to recorded subdivision plats of adjoining platted land by record name, date, and number, when known.
30				When the tract of land to be subdivided abuts on U.S. Government property, then the final plat of the land shall show a tie or ties of Land Lot lines conforming to U.S. Government Take Line descriptions.
31				Location and description of monuments.
32				If the property is zoned PUD, all specifications and requirements of that zone have been met or noted.
33				Any driveway restrictions have been noted or shown.
34				Does the proposed comply with the provisions of an Overlay Zone (A. 9-8) ? a. <i>Airport Overlay Zone</i> b. <i>Gateway Corridor Overlay Zone</i> c. <i>Limestone Parkway Overlay Zone</i> d. <i>North Oconee Water Supply Watershed Protection Overlay Zone</i> e. <i>Wetland Protection Overlay Zone</i> f. <i>Midtown Overlay Zone</i> g. <i>Historic Preservation Overlay Zone</i>

**PLAN REVIEW CHECKLIST
FOR
WATER MAINS AND
SANITARY SEWERS**

JANUARY 2013

Gainesville Department of Water Resources



Project Name: _____
Plans Received: _____
Plans Reviewed: _____
Plans returned with
corrections to be made: _____
Reviewed By: _____

Comments: _____

****ORIGINAL RED-LINE COMMENTS MUST BE RETURNED WITH REVISED
PLANS FOR FINAL PLAN APPROVAL. CONTACT PLAN REVIEWEE AND
SCHEDULE APPOINTMENT FOR PLAN APPROVAL/SIGN -OFF. ****

GENERAL

- 1) _____ 2 sets of preliminary drawings furnished for initial review.
- 2) _____ Plans requiring water or sewer main construction stamped by Professional Engineer or Registered Land Surveyor. (Drawings for fire sprinkler line located outside of building prepared by sprinkler contractor and stamped with "Certificate of Competency" will not be accepted or approved.)
- 3) _____ Legible project location map provided and site visit performed.
- 4) _____ The following fees shall be paid prior to plan approval:
 - a) _____ linear feet water main x \$1.49 per lf = \$ _____.
 - b) _____ linear feet sewer main x \$3.62 per lf = \$ _____.

Plan Review Checklist

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5) _____ Elevation data referenced to mean sea level (MSL) and survey horizontal data shall be referenced to state-plane coordinate system including all proposed manholes.

6) _____ Drawings requiring public water, public sanitary sewer or private fire main construction shall bear the following notes:

“The Gainesville Public Utilities Department shall be notified 24 hours prior to any water or sanitary sewer line construction or repairs. Only contractors approved by Gainesville Public Utilities Department will be allowed to perform construction or repairs connected to said water or sanitary sewer mains. Call Engineering Inspector’s office at (770) 538-2407 prior to beginning construction or to become an approved contractor.”

“All water main and sanitary sewer materials and workmanship shall be in accordance with the City of Gainesville "Standard Specifications for Construction of Water Mains and Sanitary Sewers, latest edition.”

“The Contractor shall be responsible for maintaining a marked-up set of design drawings showing “as-built” conditions. These “record drawings” shall be made available to the designer and/or the City Inspector upon request. The mark-ups shall be at the site at all times and shall be utilized to develop final record drawings. Final acceptance of water and/or sewer main construction will not be granted until as-built drawings have been received by City of Gainesville Public Utilities Engineering and Construction office.”

7) _____ Water & Sewer details used match City of Gainesville PUD standard details, latest edition.

8) _____ No trees shall be located within perpetual water or sewer easements or above fire protection water mains in order to prevent pipeline root damage. The City’s Tree Protection Ordinance shall be considered and addressed by the project owners, designers, and contractors as is applicable.

9) _____ Minimum 10 feet horizontal distance between water & sewer lines.

10) _____ Minimum 18 inch vertical distance between water and sewer lines.

11) _____ Where water and sanitary sewer lines cross, the water main shall be 18 inches above the sewer. If the sewer must be above the water main the sewer shall be at least 18 inches above and encased in concrete a minimum of 10 feet on each side of the water main. Joints shall be spaced to provide maximum distance from crossing.

12) _____ Where water or sanitary sewer mains cross storm drains, minimum 18 inch vertical separation shall be maintained.

- 13)_____ Minimum cover over water and sewer lines shall be 4 feet. Water mains 12-inches and larger shall have a minimum of 5-feet of cover.
- 14)_____ Water mains and sanitary sewers shall be located outside of paved areas. Locating water mains and sanitary sewers in paved areas will only be allowed when no other alternative exists. No 2" P.V.C. water mains will be allowed under roadways. Bore under existing roadways where possible to prevent pavement damage.
- 15)_____ A post indicator valve and a free standing Siamese fire department connection shall be installed a minimum of 40 feet from the building on all fire sprinkler system water mains. Said valve and connection shall be placed immediately downstream of the double detector check backflow preventer in the same vault and shall be in accordance with NFPA 24.
- 16)_____ A new or existing fire hydrant shall be located within 50 feet up stream of the fire department connection. These requirements will be strictly enforced unless a written variance from the Fire Marshall of jurisdiction is obtained.
- 17) _____ Projects requiring D.O.T. permit for installation of water and/or sewer mains within D.O.T. right-of-way shall provide paper and electronic copy of an 8½" x 11" exhibit for City submittal to D.O.T.

WATER

- 1)_____ A 20'-0" permanent easement shall be required on all water mains crossing private property. The main shall be on the centerline of the easement and no buildings or other structures shall be built within easements. Easements shall be shown on all plans including landscape plan and an additional 11" x 17" easement exhibit "A" shall be provided to be included with easement document prepared by City staff. All water main easements shall be fully executed prior to plan approval. Include total area of easement to be dedicated to the City of Gainesville in square feet.
- 2)_____ Developments requiring installation of public water mains or fire hydrants within public right-of-way shall be required to sign a "Facilities Dedication" form prior to plan approval. An 11" x 17" exhibit "A" shall be provided indicating location of facilities and will be included with dedication form prepared by City staff.
- 3)_____ Existing water supply facilities shall have adequate capacity to meet future potable water demands of proposed development.
- 4)_____ Water mains shall be placed in the back 5'-0" of City, County, or D.O.T. Rights-of-Way as applicable.

Plan Review Checklist

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- 5)_____ No fire hydrants shall be placed on water mains which are smaller than 8" diameter unless the main is looped or the developer can show the farthest hydrant can maintain a flow of 1250 gpm @ 30 psi. Note: The Fire Marshall of Jurisdiction should be contacted to see if stricter requirements are in order for specific project types.
- 6)_____ No fire hydrant shall be placed on water mains smaller than 6" diameter in any case.
- 7)_____ In commercial and industrial areas, fire hydrants shall be placed such that the maximum hose lay length (as a truck travels) shall be no greater than 300 feet, unless the Fire Department requires closer spacing for specific reasons.
- 8)_____ As a minimum, fire hydrants shall be placed such that the maximum hose lay length (as a truck travels) shall be no greater than 500 feet in single family residential areas and 350 feet in multi-family residential housing complexes. Note: The Fire Marshall of jurisdiction should be contacted to see if stricter requirements are in order for specific project types.
- 9)_____ Blow-off assemblies (or fire hydrants with thrust collar if applicable) shall be placed at the terminus of all dead end lines. Standard terminations shall be installed where water mains will be extended in future.
- 10)_____ Water mains 6" and larger shall be ductile iron pipe, including fire protection water mains.
- 11)_____ Fire protection water mains shall enter buildings at fire riser location and can not be installed horizontally under building slabs.
- 12)_____ Pipe for 2-inch diameter water mains shall be SDR 13.5 PVC with a pressure rating of not less than 315 psi.
- 13)_____ In general, 2-inch diameter PVC pipe will only be allowed around the radii of cul-de-sacs and located outside of paved areas.
- 14)_____ Tapping sleeve & valves shall be shown on plan when connecting to an existing water main. A back tap shall be shown when applicable. If existing water main is located under pavement, an additional gate valve is required outside of pavement.
- 15)_____ In-line gate valves are required every 1800 to 2000 feet.
- 16)_____ Each tax parcel shall be served by separate water meter. Master meters to serve more than one tax parcel will not be allowed including condominium developments. Master meters serving multi-unit buildings such as apartments and

commercial retail centers shall also install privately owned and operated sub-meters for water tracking purposes.

- 17)_____ Commercial multi-unit buildings containing units to be leased and used as restaurants or other business types requiring installation of a sanitary sewer pre-treatment device, shall be required to install a separate water meter.
- 18)_____ Deduct meters on private water service lines serving cooling towers are not allowed in any circumstance.

SEWER

- 1)_____ Developments proposing to connect to City of Gainesville sanitary sewer system shall be annexed into the City of Gainesville or sign agreement to annex once property becomes contiguous. Annexation or execution of agreement must be fully executed prior to plan approval.
- 2)_____ A 30'-0" permanent easement shall be required on all 8-inch through 18-inch diameter sanitary sewers with up to 20' - 0" of cover and a 40' - 0" permanent, recorded easement shall be required if cover is over 20' - 0". A 40' - 0" permanent, recorded easement shall be required on all 24-inch diameter sanitary sewers regardless of depth of cover. The sewer shall be on the centerline of the easement and no buildings or other structures shall be built within easements. Easements shall be shown on all plans including landscape plan and an additional 11" x 17" easement exhibit "A" shall be provided to be included with easement document prepared by City staff. All sanitary sewer easements shall be fully executed prior to plan approval. Include total area of easement to be dedicated to the City of Gainesville in square feet.
- 3)_____ Developments requiring installation of public sewer mains within public right-of-way shall be required to sign a "Facilities Dedication" form prior to plan approval. An 11" x 17" exhibit "A" shall be provided indicating location of facilities and will be included with dedication form prepared by City staff.
- 4)_____ Proposed average and peak sanitary sewer flows shall be submitted prior to plan approval to determine if all downstream wastewater facilities including wastewater treatment plant, gravity sanitary sewer lines, and wastewater pumping stations shall have adequate capacity for future wastewater flows from proposed development.
- 5)_____ All stream buffer encroachment variances shall be obtained from Georgia Environmental Protection Division (E.P.D.) and/or U.S. Army Corps of Engineers Permit prior to plan approval.

Plan Review Checklist

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- 6)_____ Minimum slope for 8-inch and larger gravity sanitary sewer pipe shall be 0.50%, the maximum slope shall be 15.0%.
- 7)_____ Gravity sanitary sewer pipe material shall be SDR 26 PVC unless depth of cover is 20' or greater, less than 4', or the sewer is to be laid in fill area. In these cases, the pipe shall be ductile iron, Class 50 with Protecto 401 interior coating.
- 8)_____ Bedding for sanitary sewers shall be Class B or greater.
- 9)_____ Sanitary sewer force mains shall be ductile iron pipe, Class 50 with Protecto 401 interior coating.
- 10)_____ Service lateral pipe material shall be SDR 26 PVC or Ductile Iron sewer pipe as required. If connection to an existing vitrified clay (VC) sewer pipe is required, connection shall be made with an appropriate bell donut. The bell donut shall be equivalent to those manufactured by Fernco, Inc.
- 11)_____ Cleanouts shall be placed on all building service laterals at the point at which City maintenance terminates. This point shall be the curb line, the property line, the right of way line, or the easement line as applicable. Cleanouts shall be 6-inch and have a brass cap. Cleanouts shall not be placed in pavement areas if at all possible. If required, use traffic-grade cleanouts when located within pavement areas.
- 12)_____ All service lines shall be connected to gravity sewer pipe if at all possible. If connection to manhole is required, the invert of building service lines shall be placed at or above the crown of the City sewer but not to exceed 2-feet above the crown of the City sewer.
- 13)_____ Buildings proposing to connect to sanitary sewer shall be connected by a separate sanitary sewer tap.
- 14)_____ The minimum diameter of sanitary sewer pipe shall be 8-inches with the exception of building service laterals which may be 6-inches.
- 15)_____ Manholes shall be placed at all changes in direction and grade of sanitary sewers. Manholes shall be spaced such that the distance between manholes does not exceed 350 feet. The minimum angle between lines entering and exiting a manhole is 90⁰.
- 16)_____ Outside drop connections shall be constructed at manholes on all influent sewers where the invert elevation is greater than 2 feet over the invert elevation of the effluent sewer. Outside drops shall not exceed 10 vertical feet. Slope of incoming pipe into outside drop manhole may not exceed 10%.

- 17)_____ Sewage pumping stations will not be permitted unless the developer can demonstrate extreme hardship would result if the station were denied. Pumping stations will be discouraged and therefore, only permitted on a case by case basis. All pumping stations shall be located above the 100 year flood plain and out of storm drainage flow paths.
- 18)_____ All sewage pumping stations shall have an auxiliary power source. Additionally, they shall be provided with a remote telemetry system compatible with the City's existing system and a potable water service including a yard hydrant for wash down purposes with a reduced pressure zone (RPZ) backflow preventer.
- 19)_____ Pumping stations shall be assigned an official name and number by Public Utilities prior to plan approval.
- 20)_____ Plans and profiles showing all utility and pipeline crossings as well as existing and proposed grades shall be provided for all sanitary sewers. Building services are excepted.
- 21)_____ Sewer maintenance access shall be maintained on all existing and proposed sanitary sewer easements. Maintenance access is defined as grades, soil compaction and cross slopes which will allow a sewer jet truck (weighing approximately 50,000 lbs.) to navigate easily. Maximum slope shall not exceed 20% and easement contour lines shall be shown on grading plans. Minimum of 2' contour intervals shall be used. Access to existing sanitary sewer easements located within proposed construction areas shall be maintained during all phases of construction.
- 22)_____ Sanitary sewers over 20'-0" in depth will not be permitted unless the developer can demonstrate no other alternative exists. Each instance will be reviewed on a case by case basis.

BACKFLOW PREVENTION AND PRETREATMENT

- 1)_____ Projects requiring Backflow Prevention Installation shall bear the following notes:

"Prior to backflow preventer installation, contact Backflow Inspector at (770) 297-5443".

"Backflow prevention device installation requires a plumbing permit to be obtained from City of Gainesville Building Inspections Department at (770) 531-6570 by a master plumber".

- 2)_____ As a minimum, commercial, industrial, institutional establishments, and multi-family housing shall install and maintain double check valve assemblies immediately downstream from the City meter in a separate meter box or vault as applicable.
- 3)_____ All water service lines installed for landscaping and/or irrigation purposes shall have a double check valve assembly installed in them immediately downstream from the City's meter.
- 4)_____ Establishments determined to present a high hazard backflow potential, including swimming pools, doctor's offices, car washes, and sanitary sewer pump stations shall install and maintain reduced pressure zone (RPZ) backflow preventers in above ground, non-freezing enclosures. Water service lines serving sanitary sewer pump stations shall also install a pressure reducing valve (PRV) prior to the backflow preventer.
- 5)_____ Double detector check valves shall be installed on all fire sprinkler mains. Valves shall be housed in a vault as close to the City main as is possible. A water meter that reads in cubic feet equipped with a touch read/radio read device compatible with the City's water meter and billing system shall be required.
- 6)_____ Projects requiring Pre-Treatment shall bear the following note: "Prior to Pre-Treatment device installation, contact Pre-Treatment Inspectors office at (770) 532-7462."
- 7)_____ Sand traps and oil separators with sample station manholes shall be installed in all sanitary sewer service lines from service stations, garages, car washes, and similar operations. Proposed pretreatment devices shall be specifically designed for required pretreatment and details for premanufactured devices shall be pre-approved by Public Utilities Department and included in permitted drawings.
- 8)_____ Grease traps and sample station manholes shall be installed in process waste lines of all sanitary service sewers for commercial, industrial, and institutional establishments with food preparation areas.
- 9)_____ Lint traps and sample station manholes shall be installed in all sanitary sewer service lines from laundry mats.
- 10)_____ Hair traps and sample station manholes shall be installed in all sanitary sewer service lines from veterinary clinic/animal control facilities.
- 11)_____ Domestic sewage shall not pass through pretreatment devices or sample stations.

Plan Review Checklist

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- 12)_____ If dumpster pad drains are to be tied onto the sanitary sewer, a grease trap and sample station manhole shall be placed between the pad and the City sewer. Domestic wastewater shall be excluded from the trap. Food process waste streams may utilize the same trap if sized appropriately.
- 13)_____ Rainwater shall be prevented from entering the sanitary sewer at all dumpster pad locations. Method must be detailed on drawings.
- 14)_____ Grease trap and oil separator details shall appear on the project drawings and shall be approved prior to installation.
- 15)_____ Oil separators shall be sized to handle two (2) times the expected flow rate.
- 16)_____ Grease traps shall be sized as necessary with the minimum allowable size being 1500 gallons.
- 17)_____ Sample station manholes may be required on commercial, industrial, and institutional sanitary service sewers. Domestic sewage shall not pass through sample station manholes.

FINAL PLAT / AS-BUILT PLAN REVIEW
CHECKLIST
FOR
WATER MAINS AND
SANITARY SEWERS



JANUARY 2013

PROJECT NAME _____
PLANS RECEIVED _____
PLANS REVIEWED _____
PLANS RETURNED TO ENGINEER/ARCHITECT
WITH CORRECTIONS TO BE MADE _____
REVIEWED BY: _____ PHONE#: _____

COMMENTS: _____

**** ORIGINAL RED-LINE COMMENTS MUST BE RETURNED WITH REVISED PLANS FOR FINAL PLAN APPROVAL. CONTACT PLAN REVIEWEE AND SCHEDULE APPOINTMENT FOR PLAN APPROVAL/SIGN-OFF. ****

GENERAL

- 1) _____ 2 sets of final plat and/or as-built drawings furnished for initial review. After red-line comments addressed, 1 hard copy and 1 electronic copy on disc in AutoCAD, version 2000 or later and 1 copy of plan sheets in PDF or TIFF format required.

- 2) _____ Final plat and/or as-built drawings shall bear the following note:

Owners Dedication Certificate
City of Gainesville
Hall County, Georgia

The owner of the land shown on this plat and whose name is subscribed thereto, and in person or through a duly authorized agent, acknowledges that this plat was made from an actual survey and dedicated to the City of Gainesville forever, all water mains, sanitary sewers, easements, and associated appurtenances thereon shown.

Owner _____
Date _____

- 3) _____ Plans stamped by Professional Engineer or Registered Land Surveyor.

Final Plat / As-Built Plan Review Checklist

Page 2 of 3

- 4) _____ Legible project location map provided.
- 5) _____ Elevation data referenced to mean sea level (MSL) and survey referenced to state-plane coordinate system including all new manholes.
- 6) _____ If any easements are being dedicated to the City of Gainesville, please include their total area in square feet.

WATER

- 1) _____ All water main testing and construction completed.
- 2) _____ Label existing perpetual water main easements.
- 3) _____ All water main easements are accessible by maintenance crews.
- 4) _____ Label all pipe sizes and pipe material. (Including casing pipe if applicable)
- 5) _____ Label all water valve locations and sizes.
- 6) _____ Include 3 distance references to fixed objects for all valves excluding fire hydrant lead valves. Do not reference valves to one another. If drawing becomes illegible, include enlarged drawing of water valve details.
- 7) _____ Label tapping sleeves and valves and back tap if applicable.
- 8) _____ Label all pipe fittings including tees, bends, reductions, etc.

SEWER

- 1) _____ All sanitary sewer main testing and construction completed.
- 2) _____ Label existing perpetual sanitary sewer easements.
- 3) _____ All sanitary sewer easements are accessible by maintenance crews.
- 4) _____ Label all pipe sizes and pipe material. (Including casing pipe if applicable)
- 5) _____ Label all existing manholes and service line clean-outs.
- 6) _____ Include distance reference to manhole for service stub-outs and length the stub-out extends from the sewer main.
- 7) _____ Label manhole deflection angles.
- 8) _____ Include sanitary sewer profile with following information:

Final Plat / As-Built Plan Review Checklist

Page 3 of 3

- A. Pipe size, material, and slope
- B. Pipe length between manholes
- C. Manhole numbers corresponding to plan view numbers
- D. Manhole elevations (top, invert in, invert out, outside drop at top and bottom)
- E. Existing utility crossings
- F. Finished grade
- G. State-plane coordinates of manholes

BACKFLOW PREVENTION AND PRETREATMENT

- 1) _____ Show location of existing fire vault and associated appurtenances.
- 2) _____ Show location and type of existing pretreatment device (i.e. grease trap, lint/hair trap, oil interceptor, muffin monster, etc.) and sample station manhole.
- 3) _____ Show location and type of existing backflow preventers (i.e. double check valve, double detector check valve, reduced pressure zone (R.P.Z.), etc.)



DEPARTMENT OF PUBLIC WORKS ENGINEERING DIVISION

Phone: (770) 535-6882

Fax: (770) 531-2674

COMMERCIAL & RESIDENTIAL COMMON DEVELOPMENTS; PLAN REVIEW CHECKLIST

NAME OF

DEVELOPMENT: _____ DATE ON PLANS: _____

REVIEWED BY: _____ DATE OF REVIEW: _____

GENERAL INFORMATION

- _____ 1. **PROJECT INFORMATION:** Tax Parcel Number(s), Land Lot & District numbers, Adjoining Property Information.
- _____ 2. **VICINITY MAP:** A small map, including north arrow, showing the site in relation to the surrounding area.
- _____ 3. **OWNER INFORMATION:** Name, Legal Address, and Phone Number of Owner/Developer (Primary Permittee)
- _____ 4. **CONTACT INFORMATION:** Name and Phone Number of 24 Hour Local Contact responsible for ES&PC.
- _____ 5. **CERTIFICATION INFORMATION:** Name, Address, Phone Number, Seal, and Signature of PE, RLS, LA, or Architect. GSWCC Level II certification number of designer. Hydrology Studies are to be signed by a PE.
- _____ 6. **SURVEY INFORMATION:** Survey Date, North Arrow, Graphic Scale (1" = 100' OR LARGER), Metes and Bounds Description, Source of Boundary Information, and Adjoining Property Information (Property Owner, Zoning, and Tax Parcel Number). Total acreage _____ & Disturbed acreage _____. (Disturbed area shall be the total estimated disturbed area of the primary and secondary permittees of the project of phase under construction)
- _____ 7. **TOPOGRAPHIC INFORMATION:** Show existing and proposed contours (flat slope 0-2% use 0.5 or 1ft intervals; rolling slope 2-8% use 1or 2 ft intervals; steep slope 8%+ use 2,5 or 10 ft intervals). Indicate how contours were derived (i.e. Field Run Survey, Aerial Survey, USGS Quad Map, Etc.)
- _____ 8. **PLAN DATE:** List original plan date, date of revisions and party requesting same on cover sheet and on all affected sheets.
- _____ 9. **LOT LAYOUT:** Show Lot Layout, Lot Numbering, Rough Lot Dimensions, Setbacks and Phasing.
- _____ 10. **ROADWAYS:** Show existing/proposed road right of way and pavement

EXISTING CONDITIONS

- _____ 11. **EXISTING INFORMATION:** Locate any existing structures, cemeteries, etc.
- _____ 12. **EXISTING VEGETATION:** Show existing tree lines, grassy areas, unique vegetation, wetlands vegetation, etc. on the plan.
- _____ 13. **SOILS INFORMATION:** A brief description of the soils on site giving such information as soil names, mapping unit, erodibility, permeability, depth, texture, and soil structure. Indicate source of information.
- _____ 14. **SOIL BOUNDARIES:** The boundaries of the different soil types will be shown on the plan.
- _____ 15. **WATERWAYS:** Delineate sampling locations, perennial and intermittent streams and other water bodies into which storm water is discharged..
- _____ 16. **EXISTING DRAINAGE PATTERNS:** The dividing lines, the direction of flow, acreage, and exits from the site for the contributing drainage basins shall be shown on the plan. Include existing conveyance structures.
- _____ 17. **UTILITIES:** Show the location of existing utilities.

PROPOSED DEVELOPMENT

- _____ 18. **LIMITS OF CLEARING AND GRADING:** Areas that are to be cleared and/or graded for each phase of construction will be outlined on the plan.
- _____ 19. **LOCATION OF BMPs:** The location of the erosion and sediment control and storm water management practices used on the site shall be shown using uniform coding symbols. Specify BMPs to minimize off-site vehicle tracking of sediments and the generation of dust .These shall include but are not limited to:

A. Construction Entrance/Exit	B. Sediment Barriers	C. Sediment Basins
D. Storm Drain Inlet/Outlet Protection	E. Checkdams/Rockdams	F. Surface Roughening
G. Retrofit	H. Retaining Walls	
- _____ 20. **DELINIATIONS:** If present, delineate the 50' undisturbed vegetative buffer, 75' impervious buffer, wetland areas, and flood hazard areas. Delineate all state waters located on or within 200 ft of the site.
- _____ 21. **GRADING & DRAINAGE PLAN:** Show proposed topography with all drainage structures and easements (Public and/or Private). Include 25' access easement and 100 yr pond limit for detention ponds.
- _____ 22. **STORM WATER DISCHARGE:** Identify/delineate all storm water discharge points.
- _____ 23. **UTILITIES:** Show the location of proposed utilities with easements on the plan.

NARRATIVE

- _____ 24. **PROJECT DESCRIPTION:** Briefly describe the nature and purpose of the land disturbing activity, zoning classification, and the amount of grading involved in both area and volume.
- _____ 25. **EXISTING CONDITIONS:** Briefly describe the existing topography, vegetation, drainage, and present use of the site.

- _____ 26. **ADJACENT AREAS:** Identify the project receiving waters and describe all adjacent areas such as streams, lakes residential areas, roads, wetlands, etc. which might be affected by the land disturbance.
- _____ 27. **CRITICAL AREAS:** Provide a description of areas on site which have potentially serious erosion problems, including but not limited to certain cut and fill slopes greater than 5' in height and the outlet of all storm drains. Detail any additional measures that will be utilized for these areas.
- _____ 28. **CONSTRUCTION SCHEDULE:** A graphical description of how construction activities will be timed. Including but not limited to:
- | | |
|---|---|
| A. Installation of Erosion Control Measures | B. Clearing, Grubbing, and Grading Operations |
| C. Grassing: Temporary and Permanent | D. Maintenance of Erosion Control Measures |
| E. Final Landscaping, Clean-Up, Etc. | |
- _____ 29. **SEDIMENT MANAGEMENT CONSIDERATIONS:** Provide a minimum of 67 cubic yards of sediment storage per acre drained using a temporary sediment basin, retrofitted detention pond, and/or excavated inlet sediment traps for each common drainage location. Sediment storage volume must be in place prior to and during all land disturbance activities until final stabilization of the site has been achieved. A written rationale explaining the decision not to use a sediment basin must be included in the plan for each common drainage basin in which a basin is not provided.
- _____ 30. **CONSTRUCTION PHASED EROSION/SEDIMENT CONTROL AND DISTURBED AREA STABILIZATION:** A description of methods used to control erosion and sediment and to stabilize the disturbed area of the site during all phases of construction should be listed on the plans. Phase plan into initial sediment storage and perimeter control BMPs, intermediate grading and drainage BMPs and final BMPs.
- _____ 31. **TYPICAL LOT:** Plan Addresses BMPs for all phases of common development including individual building lots and out-parcels, etc. regardless of who owns or operates the individual sites. Include a typical and any situational lots applicable.
- _____ 32. **OWNERSHIP:** State whether or not the streets and storm drain systems (which portions) will be dedicated to the City of Gainesville.
- _____ 33. **POLLUTANTS:** Plan describes practices used to reduce the pollutants in storm water discharges.
- _____ 34. **CERTIFICATION:** Design professional's certification statement and signature that the permittee's ES&PC Plan provides for an appropriate and comprehensive system of BMPs and sampling to meet permit requirements as stated on page 15 of permit.
- _____ 35. **SECONDARY PERMITTEE:** Indication that the applicable portion of the ES&PC Plan is to be provided to each secondary permittee prior to the secondary conducting any construction activity and that each secondary shall sign the Plan or portion of the Plan applicable to their site. List the names and addresses of all secondary permittees.
- _____ 36. **DOCUMENTATION:** Provide documentation that the ES&PC is in compliance with waste disposal, sanitary sewer, or
- _____ 37. **SPILLS:** Provide BMPs for the remediation of all petroleum spills and leaks.
- _____ 38. **INSPECTIONS:** Provide details on required inspections and record keeping by the primary permittee, secondary permittee and tertiary permittees.
- _____ 39. **SAMPLING:** Provide a description of analytical methods to be used to collect and analyze the samples from each location.
- _____ 40. **APPENDIX B** rationale for outfall sampling points where applicable.
- _____ 41. **FREQUENCY & REPORTING:** Provide information on sampling frequency and reporting requirements.
- _____ 42. **VEGETATIVE PLAN:** Provide a vegetative plane, noting all temporary and permanent vegetative practices. Include species, planting dates and seeding, fertilizer, lime and mulching rates. Vegetative plan shall be site specific for appropriate time of year that seeding will take place and for the appropriate geographic region of Georgia.
- _____ 43. **CERTIFICATION:** Provide certification and signature in accordance with section V.G.d. of the Permit.

NOTES

- _____ 44. **MAINTENANCE STATEMENT: IN BOLD TYPE:** "Erosion and sediment control measures will be maintained at all times. If full implementation of the approved plan does not provide for effective erosion control additional erosion and sediment control measures shall be implemented to control or treat the sediment source."
- _____ 45. **REVISIONS:** "Amendments/revisions to the ES&PC Plan which have a significant effect on BMPs with a hydraulic component must be certified by the design professional."
- _____ 46. **OWNER MAINTENANCE:** "Maintenance of all erosion control measures, whether temporary or permanent, shall at all times be the responsibility of the owner."
- _____ 47. **INSTALLATION STATEMENT: IN BOLD TYPE :** "The escape of sediment from the site shall be prevented by the installation of erosion and sediment control measures and practices prior to, or concurrent with, land disturbing activities."
- _____ 48. **MULCH: IN BOLD TYPE:** "Any disturbed area left exposed for a period greater than 14 days shall be stabilized with mulch or temporary seeding."
- _____ 49. **FILL SLOPES:** "All fill slopes will have silt fence at the toe of slope."
- _____ 50. **SLOPES:** "No cut or fill slopes steeper than 2:1 are allowed."
- _____ 51. **PRE-CONSTRUCTION MEETING:** "The contractor will arrange a pre-construction meeting with the Public Works Department prior to final sign-off."
- _____ 52. **STATE WATERS BUFFER:** "This site **is/is not** within 200' of state waters."
- _____ 53. **STATE WATERS BUFFER:** "A 50' undisturbed vegetative buffer and a 75' impervious buffer adjacent to all running streams and creeks will be left maintained. No non-exempt activities shall take place in the buffer areas without first acquiring the necessary variances and permits."
- _____ 54. **WETLANDS:** "This site **does/does not** contain wetlands."
- _____ 55. **FLOOD HAZARD STATEMENT:** "This property **is/is not** located within a 100 Year flood plain per FIRM Panel No. _____."

- _____ 56. **SURFACE ROUGHENING:** “All cut and fill slopes shall be surfaced roughened and vegetated within three (3) days after grading is completed.”
- _____ 57. **WASTES:** “Waste materials shall not be discharged to waters of the State, except as authorized by a Section 404 permit.”
- _____ 58. **DISPOSAL:** “Stumps and construction debris shall be deposited in a properly permitted landfill.”
- _____ 59. **TYPE “C” SILT FENCE:** “A double row of type “C” silt fence shall be required when placed within 200’ of state waters and at the toe of slopes greater than 10’ in height.”
- _____ 60. **PIPE:** “Storm drain pipes will be Class III reinforced concrete pipe (RCP), Type II aluminized corrugated metal pipe (CMP) or HDPE . All storm drain street crossings shall be Class III RCP.”
- _____ 61. **STORM DRAIN DESIGN:** “The piped storm water systems were designed for a 25-Year storm. Cross drains were designed for a 100-Year storm.”
- _____ 62. **CENTERLINE STAKING:** “Centerline must be surveyed and staked for grading inspection.”
- _____ 63. **DETENTION:** “All detention facilities whether a pond or underground will be privately owned and maintained.”
- _____ 64. **CLEARING LIMITS:** “The clearing limits will be clearly located in the field. No construction activity will take place outside of the clearing limits.”
- _____ 65. **CEMETERIES:** “This site **does/does not** contain any known cemeteries.”
- _____ 66. **SIGHT TRIANGLE:** “No vegetation or structures exceeding 30” in height shall be located within the sight triangle easement. The easement shall provide right of entry to the City of Gainesville for the purpose of removing any object or vegetation that restricts the clear sight.”

HYDROLOGIC ANALYSIS

- _____ 67. **HYDROLOGY STUDY:** Provide Hydrology study and maps of drainage basins for both the pre-and post-developed conditions, include analysis for runoff rates, volumes, and velocities showing methodologies used and supporting calculations.
- _____ 68. **RUNOFF:** Provide an estimate of the runoff coefficient or peak discharge flow of the site prior to and after constructions activities are completed.
- _____ 69. **BMPs:** Provide a description of the measures that will be installed during the construction process to control pollutants in storm water that will occur after constructions operations have been completed.
- _____ 70. **WATER QUALITY & CHANNEL PROTECTION:** Show TSS removal and Channel Protection Water Quality Volume Storage using the **SITE REVIEW TOOL** available at *northgeorgiawater.org*.
- _____ 71. **SUMMARY:** Provide a narrative summary of the hydrologic study.

P&P SHEETS

- _____ 72. **SCALE:** Minimum Horizontal and Vertical Scale.
- _____ 73. **STREET LAYOUT:** Show Street Layout, Street Dimensions (B/C and R/W), Road Names, CL Stations, Horizontal Curve Data, Min. Radii (CL, EP, and R/W), and Cul-De-Sac Radii (B/C and R/W).
- _____ 74. **REVERSE CURVES:** Distance Between Reverse Curves.
- _____ 75. **VERTICAL ALIGNMENT:** Vertical Curve Data, Maximum/Minimum Grade, Cul-De-Sac Grade.
- _____ 76. **SIGHT DISTANCE:** Intersection Sight Distance.
- _____ 77. **STORM SEWER:** Location, Size, Length, Type, Grade, Invert Elevations, Drainage Area etc, Cross-Drain Cross-Sections. Show storm drain pipe and weir velocities with appropriate outlet protection to accommodate discharges without erosion.
- _____ 78. **STREET JOGS:** Minimum Distance between Street Jogs.
- _____ 79. **INTERSECTION ANGLE:** CL Street Intersection Angle.

DETAIL SHEETS

- _____ 80. **TYPICAL:** Typical Section (Plate From Development Code).
- _____ 81. **CURB AND GUTTER:** C&G Detail. No Roll Back Curbs Permitted
- _____ 82. **STORM SEWER:** CB, HW, DI, and JB Details.
- _____ 83. **UTILITY CROSS-SECTION:** Utility Cross-Section (Plate from Development Code).
- _____ 84. **EROSION AND SEDIMENT CONTROL:** BMP Details (Standards set by the *Manual for Erosion and Sediment Control in Georgia* or other local handbooks).
- _____ 85. **PAVING DETAIL:** Provide paving detail (Plate from Development Code).
- _____ 86. **SITE REVIEW TOOL:** Provide a copy of the completed Site Review Tool (from *northgeorgiawater.org*).
- _____ 87. **DETENTION POND:** Detention Pond Details.
- _____ 88. **TYPICAL LOT:** Provide BMP design for typical lot construction.

GENERAL

- _____ 89. **CORPS OF ENGINEERS PERMIT:** Provide a copy of the US Army Corps of Engineers Permit, if required.
- _____ 90. **NPDES PERMIT:** Provide copy or proof of filing, for sites larger than one (1) acre.
- _____ 91. **DOT PERMIT:** Permit required for access on a state route. A copy of the actual permit is required.
- _____ 92. **ELECTRONIC COPY:** A copy of the approved plans and final plat in **state plain coordinates and DWG format** is required. Line type files and dimension style files should be included.
- _____ 93. **COUNCIL ACTION:** A certified copy of the City Council’s actions regarding re-zoning, annexation, etc. is required on the plans.

94. OPERATIONS & MAINTENANCE AGREEMENT- A blank copy of the agreement can be obtained from the Public Works Department.

95. SITE VISIT CERTIFICATION: A statement signed by the Certifying Designer that he or his direct representative has visited the site, and will inspect the installation of BMPs within seven days from the start of land disturbance activities.

96. MISC. ITEMS:

97. PRE-CONSTRUCTION MEETING WITH PUBLIC WORKS DEPARTMENT SCHEDULED



DEPARTMENT OF PUBLIC WORKS ENGINEERING DIVISION

Phone: (770) 535-6882

Fax: (770) 531-2674

COMMERCIAL - STAND ALONE DEVELOPMENTS; PLAN REVIEW CHECKLIST

NAME OF

DEVELOPMENT: _____ DATE ON PLANS: _____

LOCATION: _____

REVIEWED BY: _____ DATE OF REVIEW: _____

GENERAL INFORMATION

- _____ 1. **PROJECT INFORMATION:** Tax Parcel Number(s), Land Lot & District numbers, Adjoining Property Information.
- _____ 2. **VICINITY MAP:** A small map, including north arrow, showing the site in relation to the surrounding area.
- _____ 3. **OWNER INFORMATION:** Name, Legal Address, and Phone Number of Owner/Developer (Primary Permittee)
- _____ 4. **CONTACT INFORMATION:** Name and Phone Number of 24 Hour Local Contact responsible for ES&PC.
- _____ 5. **CERTIFICATION INFORMATION:** Name, Address, Phone Number, Seal, and Signature of PE, RLS, LA, or Architect. GSWCC Level II certification number of designer. Hydrology Studies are to be signed by a PE.
- _____ 6. **SURVEY INFORMATION:** Survey Date, North Arrow, Graphic Scale (1" = 100' OR LARGER), Metes and Bounds Description, Source of Boundary Information, and Adjoining Property Information (Property Owner, Zoning, and Tax Parcel Number). Total acreage _____ & Disturbed acreage _____.
- _____ 7. **TOPOGRAPHIC INFORMATION:** Show existing and proposed contours (flat slope 0-2% use 0.5 or 1 ft intervals; rolling slope 2-8% use 1 or 2 ft intervals; steep slope 8%+ use 2,5 or 10 ft intervals). Indicate how contours were derived (i.e. Field Run Survey, Aerial Survey, USGS Quad Map, Etc.)
- _____ 8. **PLAN DATE:** List original plan date, date of revisions and party requesting same on cover sheet and on all affected sheets.
- _____ 9. **ROADWAYS:** Show existing/proposed road right of way and pavement

EXISTING CONDITIONS

- _____ 10. **EXISTING INFORMATION:** Locate any existing structures, cemeteries, etc.
- _____ 11. **EXISTING VEGETATION:** Show existing tree lines, grassy areas, unique vegetation, wetlands vegetation, etc. on the plan.
- _____ 12. **SOILS INFORMATION:** A brief description of the soils on site giving such information as soil names, mapping unit, erodibility, permeability, depth, texture, and soil structure. Indicate source of information.
- _____ 13. **SOIL BOUNDARIES:** The boundaries of the different soil types will be shown on the plan.
- _____ 14. **WATERWAYS:** Delineate sampling locations, perennial and intermittent streams and other water bodies into which storm water is discharged..
- _____ 15. **EXISTING DRAINAGE PATTERNS:** The dividing lines, the direction of flow, acreage, and exits from the site for the contributing drainage basins shall be shown on the plan. Include existing conveyance structures.
- _____ 16. **UTILITIES:** Show the location of existing utilities.

PROPOSED DEVELOPMENT

- _____ 17. **LIMITS OF CLEARING AND GRADING:** Areas that are to be cleared and/or graded for each phase of construction will be outlined on the plan.
- _____ 18. **LOCATION OF BMPs:** The location of the erosion and sediment control and storm water management practices used on the site shall be shown using uniform coding symbols. Specify BMPs to minimize off-site vehicle tracking of sediments and the generation of dust. These shall include but are not limited to:
 - A. Construction Entrance/Exit
 - B. Sediment Barriers
 - C. Sediment Basins
 - D. Storm Drain Inlet/Outlet Protection
 - E. Checkdams/Rockdams
 - F. Surface Roughening
 - G. Retrofit
 - H. Retaining Walls
- _____ 19. **DELINATIONS:** If present, delineate the 50' undisturbed vegetative buffer, 75' impervious buffer, wetland areas, and flood hazard areas. Delineate all state waters located on or within 200 ft of the site.
- _____ 20. **GRADING & DRAINAGE PLAN:** Show proposed topography with all drainage structures and easements (Public and/or Private). Include 25' access easement and 100 yr pond limit for detention ponds.
- _____ 21. **STORM WATER DISCHARGE:** Identify/delineate all storm water discharge points.
- _____ 22. **UTILITIES:** Show the location of proposed utilities with easements on the plan.

NARRATIVE

- _____ 23. **PROJECT DESCRIPTION:** Briefly describe the nature and purpose of the land disturbing activity, zoning classification, and the amount of grading involved in both area and volume.
- _____ 24. **EXISTING CONDITIONS:** Briefly describe the existing topography, vegetation, drainage, and present use of the site.

25. **ADJACENT AREAS:** Identify the project receiving waters and describe all adjacent areas such as streams, lakes residential areas, roads, wetlands, etc. which might be affected by the land disturbance.
26. **CRITICAL AREAS:** Provide a description of areas on site which have potentially serious erosion problems, including but not limited to certain cut and fill slopes greater than 5' in height and the outlet of all storm drains. Detail any additional measures that will be utilized for these areas.
27. **CONSTRUCTION SCHEDULE:** A graphical description of how construction activities will be timed. Including but not limited to:

A. Installation of Erosion Control Measures	B. Clearing, Grubbing, and Grading Operations
C. Grassing: Temporary and Permanent	D. Maintenance of Erosion Control Measures
E. Final Landscaping, Clean-Up, Etc.	
28. **SEDIMENT MANAGEMENT CONSIDERATIONS:** Provide a minimum of 67 cubic yards of sediment storage per acre drained using a temporary sediment basin, retrofitted detention pond, and/or excavated inlet sediment traps for each common drainage location. Sediment storage volume must be in place prior to and during all land disturbance activities until final stabilization of the site has been achieved. A written rationale explaining the decision not to use a sediment basin must be included in the plan for each common drainage basin in which a basin is not provided.
29. **CONSTRUCTION PHASED EROSION/SEDIMENT CONTROL AND DISTURBED AREA STABILIZATION:** A description of methods used to control erosion and sediment and to stabilize the disturbed area of the site during all phases of construction should be listed on the plans. Phase plan into initial sediment storage and perimeter control BMPs, intermediate grading and drainage BMPs and final BMPs.
30. **OWNERSHIP:** State whether or not the streets and storm drain systems (which portions) will be dedicated to the City of Gainesville.
31. **POLLUTANTS:** Plan describes practices used to reduce the pollutants in storm water discharges.
32. **CERTIFICATION:** Design professional's certification statement and signature that the permittee's ES&PC Plan provides for an appropriate and comprehensive system of BMPs and sampling to meet permit requirements as stated on pages 12-13 of permit.
33. **DOCUMENTATION:** Provide documentation that the ES&PC is in compliance with waste disposal, sanitary sewer, or septic tank regulations.
34. **SPILLS:** Provide BMPs for the remediation of all petroleum spills and leaks.
35. **INSPECTIONS:** Provide details on required inspections and record keeping by the primary permittee.
36. **SAMPLING:** Provide a description of analytical methods to be used to collect and analyze the samples from each location.
37. **APPENDIX B** rationale for outfall sampling points where applicable.
38. **FREQUENCY & REPORTING:** Provide information on sampling frequency and reporting requirements.
39. **VEGETATIVE PLAN:** Provide a vegetative plan, noting all temporary and permanent vegetative practices. Include species, planting dates and seeding, fertilizer, lime and mulching rates. Vegetative plan shall be site specific for appropriate time of year that seeding will take place and for the appropriate geographic region of Georgia.
40. **CERTIFICATION:** Provide certification and signature in accordance with section V.G.d. of the Permit.

NOTES

41. **MAINTENANCE STATEMENT: IN BOLD TYPE:** "Erosion and sediment control measures will be maintained at all times. If full implementation of the approved plan does not provide for effective erosion control additional erosion and sediment control measures shall be implemented to control or treat the sediment source."
42. **REVISIONS:** "Amendments/revisions to the ES&PC Plan which have a significant effect on BMPs with a hydraulic component must be certified by the design professional."
43. **OWNER MAINTENANCE:** "Maintenance of all erosion control measures, whether temporary or permanent, shall at all times be the responsibility of the owner."
44. **INSTALLATION STATEMENT: IN BOLD TYPE :** "The escape of sediment from the site shall be prevented by the installation of erosion and sediment control measures and practices prior to, or concurrent with, land disturbing activities."
45. **MULCH: IN BOLD TYPE:** "Any disturbed area left exposed for a period greater than 14 days shall be stabilized with mulch or temporary seeding."
46. **FILL SLOPES:** "All fill slopes will have silt fence at the toe of slope."
47. **SLOPES:** "No cut or fill slopes steeper than 2:1 are allowed."
48. **PRE-CONSTRUCTION MEETING:** "The contractor will arrange a pre-construction meeting with the Public Works Department prior to final sign-off."
49. **STATE WATERS BUFFER:** "This site **is/is not** within 200' of state waters."
50. **STATE WATERS BUFFER:** "A 50' undisturbed vegetative buffer and a 75' impervious buffer adjacent to all running streams and creeks will be left maintained. No non-exempt activities shall take place in the buffer areas without first acquiring the necessary variances and permits."
51. **WETLANDS:** "This site **does/does not** contain wetlands."
52. **FLOOD HAZARD STATEMENT:** "This property **is/is not** located within a 100 Year flood plain per FIRM Panel No. _____."
53. **SURFACE ROUGHENING:** "All cut and fill slopes shall be surfaced roughened and vegetated within three (3) days after grading is completed."
54. **WASTES:** "Waste materials shall not be discharged to waters of the State, except as authorized by a Section 404 permit."
55. **DISPOSAL:** "Stumps and construction debris shall be deposited in a properly permitted landfill."

- 56. **TYPE “C” SILT FENCE:** “A double row of type “C” silt fence shall be required when placed within 200’ of state waters and at the toe of slopes greater than 10’ in height.”
- 57. **PIPE:** “Storm drain pipes will be Class III reinforced concrete pipe (RCP), Type II aluminized corrugated metal pipe (CMP) or HDPE . All storm drain street crossings shall be Class III RCP.”
- 58. **STORM DRAIN DESIGN:** “The piped storm water systems were designed for a 25-Year storm. Cross drains were designed for a 100-Year storm.”
- 59. **CENTERLINE STAKING:** “Centerline must be surveyed and staked for grading inspection.”
- 60. **DETENTION:** “All detention facilities whether a pond or underground will be privately owned and maintained.”
- 61. **CLEARING LIMITS:** “The clearing limits will be clearly located in the field. No construction activity will take place outside of the clearing limits.”
- 62. **CEMETERIES:** “This site **does/does not** contain any known cemeteries.”
- 63. **SIGHT TRIANGLE:** “No vegetation or structures exceeding 30” in height shall be located within the sight triangle easement. The easement shall provide right of entry to the City of Gainesville for the purpose of removing any object or vegetation that restricts the clear sight.”

HYDROLOGIC ANALYSIS

- 64. **HYDROLOGY STUDY:** Provide Hydrology study and maps of drainage basins for both the pre-and post-developed conditions, include analysis for runoff rates, volumes, and velocities showing methodologies used and supporting calculations.
- 65. **RUNOFF:** Provide an estimate of the runoff coefficient or peak discharge flow of the site prior to and after constructions activities are completed.
- 66. **BMPs:** Provide a description of the measures that will be installed during the construction process to control pollutants in storm water that will occur after constructions operations have been completed.
- 67. **WATER QUALITY & CHANNEL PROTECTION:** Show TSS removal and Channel Protection Water Quality Volume Storage using the **SITE REVIEW TOOL** available at *northgeorgiawater.org*.
- 68. **SUMMARY:** Provide a narrative summary of the hydrologic study.

P&P SHEETS

- 69. **SCALE:** Minimum Horizontal and Vertical Scale.
- 70. **STREET LAYOUT:** Show Street Layout, Street Dimensions (B/C and R/W), Road Names, CL Stations, Horizontal Curve Data, Min. Radii (CL, EP, and R/W), and Cul-De-Sac Radii (B/C and R/W).
- 71. **REVERSE CURVES:** Distance Between Reverse Curves.
- 72. **VERTICAL ALIGNMENT:** Vertical Curve Data, Maximum/Minimum Grade, Cul-De-Sac Grade.
- 73. **SIGHT DISTANCE:** Intersection Sight Distance.
- 74. **STORM SEWER:** Location, Size, Length, Type, Grade, Invert Elevations, Drainage Area etc, Cross-Drain Cross-Sections. Show storm drain pipe and weir velocities with appropriate outlet protection to accommodate discharges without erosion.
- 75. **STREET JOGS:** Minimum Distance between Street Jogs.
- 76. **INTERSECTION ANGLE:** CL Street Intersection Angle.
- 77. **WATER VALVE:** Water valve Conflict with Pavement.

DETAIL SHEETS

- 78. **TYPICAL:** Typical Section (Plate From Development Code).
- 79. **CURB AND GUTTER:** C&G Detail. No Roll Back Curbs Permitted
- 80. **STORM SEWER:** CB, HW, DI, and JB Details.
- 81. **UTILITY CROSS-SECTION:** Utility Cross-Section (Plate from Development Code).
- 82. **EROSION AND SEDIMENT CONTROL:** BMP Details (Standards set by the *Manual for Erosion and Sediment Control in Georgia* or other local handbooks).
- 83. **PAVING DETAIL:** Provide paving detail (Plate from Development Code).
- 84. **SITE REVIEW TOOL:** Provide a copy of the completed Site Review Tool (from *northgeorgiawater.org*).
- 85. **DETENTION POND:** Detention Pond Details.

GENERAL

- 86. **CORPS OF ENGINEERS PERMIT:** Provide a copy of the US Army Corps of Engineers Permit, if required.
- 87. **NPDES PERMIT:** Provide copy or proof of filing, for sites larger than one (1) acre.
- 88. **DOT PERMIT:** Permit required for access on a state route. A copy of the actual permit is required.
- 89. **ELECTRONIC COPY:** A copy of the approved plans and final plat in **state plain coordinates and DWG format** is required. Line type files and dimension style files should be included.
- 90. **COUNCIL ACTION:** A certified copy of the City Council’s actions regarding re-zoning, annexation, etc. is required on the plans.
- 91. **OPERATIONS & MAINTENANCE AGREEMENT-** A blank copy of the agreement can be obtained from the Public Works Department.
- 92. **SITE VISIT CERTIFICATION:** A statement signed by the Certifying Designer that he or his direct representative has visited the site, and will inspect the installation of BMPs within seven days from the start of land disturbance activities.
- 93. **MISC. ITEMS:** _____

NPDES GENERAL PERMITS – FEE FORM

State of Georgia
Department of Natural Resources
Environmental Protection Division



**PLEASE PRINT OR TYPE THIS FORM.
SUBMIT ORIGINAL FORM AND PAYMENT TO:**

**EPD - Construction Land Disturbance Fees
P. O. Box 932858
Atlanta, GA 31193-2858**

**PLEASE MAKE CHECKS PAYABLE TO: Department of Natural Resources - EPD
(DO NOT MAIL CASH)**

COMPLETE THE FOLLOWING (do not leave any sections blank - if not applicable, mark "N/A"):

Primary Permittee's Name: _____

Project Construction Site Name: _____

Address: _____

City: _____

Construction Site Street Address: _____

State: _____ Zip Code: _____

_____ *(please provide sufficient information to accurately locate the construction site)*

Contact Telephone: _____

Is the construction site located within the city limits ?

YES NO

City: _____ *(applicable if the site is located within the jurisdictional boundaries of the municipality)*

County: _____

Acres Disturbed (to the nearest tenth (1/10th) acre)
In an area with a certified Local Issuing Authority
(Do not include fees payable to the Local Issuing Authority)

_____ X \$40/acre = _____
(acres)

Acres Disturbed (to the nearest tenth (1/10th) acre)
In an area with no certified Local Issuing Authority

_____ X \$80/acre = _____
(acres)

Acres Disturbed (to the nearest tenth (1/10th) acre)
(By an entity exempt from a certified Local Issuing Authority's regulation pursuant to statute)

_____ X \$80/acre = _____
(acres)

TOTAL FEE SUBMITTED = _____

CHECK NUMBER: _____

Submitted By (Printed Name): _____ Title: _____

Signature: _____ Date: _____

**ATTACH CHECK HERE
VOID IF SUBMITTED WITHOUT PAYMENT**

**EROSION, SEDIMENTATION & POLLUTION CONTROL PLAN CHECKLIST
STAND ALONE CONSTRUCTION PROJECTS**

SWCD: _____

Project Name: _____ Address: _____

City/County: _____ Date on Plans: _____

Name & email of person filling out checklist: _____

Plan Page #	Included Y/N
----------------	-----------------

TO BE SHOWN ON ES&PC PLAN

- | | | |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | 1 The applicable Erosion, Sedimentation and Pollution Control Plan Checklist established by the Commission as of January 1 of the year in which the land-disturbing activity was permitted.
<i>(The completed Checklist must be submitted with the ES&PC Plan or the Plan will not be reviewed)</i> |
| <input type="checkbox"/> | <input type="checkbox"/> | 2 Level II certification number issued by the Commission, signature and seal of the certified design professional.
<i>(Signature, seal and Level II number must be on each sheet pertaining to ES&PC plan or the Plan will not be reviewed)</i> |
| <input type="checkbox"/> | <input type="checkbox"/> | 3 Limits of disturbance shall be no greater than 50 acres at any one time without prior written authorization from the EPD District Office. If EPD approves the request to disturb 50 acres or more at any one time, the Plan must include at least 4 of the BMPs listed in Appendix 1 of this checklist.*
<i>(A copy of the written approval by EPD must be attached to the plan for the Plan to be reviewed.)</i> |
| <input type="checkbox"/> | <input type="checkbox"/> | 4 The name and phone number of the 24-hour local contact responsible for erosion, sedimentation and pollution controls. |
| <input type="checkbox"/> | <input type="checkbox"/> | 5 Provide the name, address, email address , and phone number of primary permittee. |
| <input type="checkbox"/> | <input type="checkbox"/> | 6 Note total and disturbed acreage of the project or phase under construction. |
| <input type="checkbox"/> | <input type="checkbox"/> | 7 Provide the GPS location of the construction exit for the site. Give the Latitude and Longitude in decimal degrees. |
| <input type="checkbox"/> | <input type="checkbox"/> | 8 Initial date of the Plan and the dates of any revisions made to the Plan including the entity who requested the revisions. |
| <input type="checkbox"/> | <input type="checkbox"/> | 9 Description of the nature of construction activity. |
| <input type="checkbox"/> | <input type="checkbox"/> | 10 Provide vicinity map showing site's relation to surrounding areas. Include designation of specific phase, if necessary. |
| <input type="checkbox"/> | <input type="checkbox"/> | 11 Identify the project receiving waters and describe all sensitive adjacent areas including streams, lakes, residential areas, wetlands, marshlands, etc. which may be affected. |
| <input type="checkbox"/> | <input type="checkbox"/> | 12 Design professional's certification statement and signature that the site was visited prior to development of the ES&PC Plan as stated on Part IV page 19 of the permit. |
| <input type="checkbox"/> | <input type="checkbox"/> | 13 Design professional's certification statement and signature that the permittee's ES&PC Plan provides for an appropriate and comprehensive system of BMPs and sampling to meet permit requirements as stated on Part IV page 19 of the permit.* |
| <input type="checkbox"/> | <input type="checkbox"/> | 14 Clearly note the statement that "The design professional who prepared the ES&PC Plan is to inspect the installation of the initial sediment storage requirements and perimeter control BMPs within 7 days after installation." in accordance with Part IV.A.5 page 25 of the permit.* |
| <input type="checkbox"/> | <input type="checkbox"/> | 15 Clearly note the statement that "Non-exempt activities shall not be conducted within the 25 or 50-foot undisturbed stream buffers as measured from the point of wrested vegetation or within 25-feet of the coastal marshland buffer as measured from the Jurisdictional Determination Line without first acquiring the necessary variances and permits." |
| <input type="checkbox"/> | <input type="checkbox"/> | 16 Provide a description of any buffer encroachments and indicate whether a buffer variance is required. |
| <input type="checkbox"/> | <input type="checkbox"/> | 17 Clearly note the statement that "Amendments/revisions to the ES&PC Plan which have a significant effect on BMPs with a hydraulic component must be certified by the design professional."* |

- 18 Clearly note the statement that "Waste materials shall not be discharged to waters of the State, except as authorized by a Section 404 permit."*
- 19 Clearly note statement that "The escape of sediment from the site shall be prevented by the installation of erosion and sediment control measures and practices prior to land disturbing activities."
- 20 Clearly note statement that "Erosion control measures will be maintained at all times. If full implementation of the approved Plan does not provide for effective erosion control, additional erosion and sediment control measures shall be implemented to control or treat the sediment source."
- 21 Clearly note the statement "Any disturbed area left exposed for a period greater than 14 days shall be stabilized with mulch or temporary seeding."
- 22 Any construction activity which discharges storm water into an Impaired Stream Segment, or within 1 linear mile upstream of and within the same watershed as, any portion of an Biota Impaired Stream Segment must comply with Part III. C. of the permit. Include the completed Appendix 1 listing all the BMPs that will be used for those areas of the site which discharge to the Impaired Stream Segment.*
- 23 If a TMDL Implementation Plan for sediment has been finalized for the Impaired Stream Segment (identified in Item 22 above) at least six months prior to submittal of NOI, the ES&PC Plan must address any site-specific conditions or requirements included in the TMDL Implementation Plan.*
- 24 BMPs for concrete washdown of tools, concrete mixer chutes, hoppers and the rear of the vehicles. Washout of the drum at the construction site is prohibited.*
- 25 Provide BMPs for the remediation of all petroleum spills and leaks.
- 26 Description of the measures that will be installed during the construction process to control pollutants in storm water that will occur after construction operations have been completed.*
- 27 Description of practices to provide cover for building materials and building products on site.*
- 28 Description of the practices that will be used to reduce the pollutants in storm water discharges.*
- 29 Description and chart or timeline of the intended sequence of major activities which disturb soils for the major portions of the site (i.e., initial perimeter and sediment storage BMPs, clearing and grubbing activities, excavation activities, utility activities, temporary and final stabilization).
- 30 Provide complete requirements of inspections and record keeping by the primary permittee.*
- 31 Provide complete requirements of sampling frequency and reporting of sampling results.*
- 32 Provide complete details for retention of records as per Part IV.F. of the permit.*
- 33 Description of analytical methods to be used to collect and analyze the samples from each location.*
- 34 Appendix B rationale for NTU values at all outfall sampling points where applicable.*
- 35 Delineate all sampling locations, perennial and intermittent streams and other water bodies into which storm water is discharged.*
- 36 A description of appropriate controls and measures that will be implemented at the construction site including: (1) initial sediment storage requirements and perimeter control BMPs, (2) intermediate grading and drainage BMPs, and (3) final BMPs. For construction sites where there will be no mass grading and the initial perimeter control BMPs, intermediate grading and drainage BMPs, and final BMPs are the same, the Plan may combine all of the BMPs into a single phase.*

37 Graphic scale and North arrow.

38 Existing and proposed contour lines with contour lines drawn at an interval in accordance with the following:

Map Scale	Ground Slope	Contour Intervals, ft.
1 inch = 100ft or larger scale	Flat 0 - 2%	0.5 or 1
	Rolling 2 - 8%	1 or 2
	Steep 8% +	2,5 or 10

39 Use of alternative BMPs whose performance has been documented to be equivalent to or superior to conventional BMPs as certified by a Design Professional (unless disapproved by EPD or the Georgia Soil and Water Conservation Commission). Please refer to the Alternative BMP Guidance Document found at www.gaswcc.org.

40 Use of alternative BMP for application to the Equivalent BMP List. Please refer to Appendix A-2 of the Manual for Erosion & Sediment Control in Georgia 2016 Edition.*

41 Delineation of the applicable 25-foot or 50-foot undisturbed buffers adjacent to state waters and any additional buffers required by the Local Issuing Authority. Clearly note and delineate all areas of impact.

42 Delineation of on-site wetlands and all state waters located on and within 200 feet of the project site.

43 Delineation and acreage of contributing drainage basins on the project site.

44 Provide hydrology study and maps of drainage basins for both the pre- and post-developed conditions.*

45 An estimate of the runoff coefficient or peak discharge flow of the site prior to and after construction activities are completed.

46 Storm-drain pipe and weir velocities with appropriate outlet protection to accommodate discharges without erosion. Identify/Delineate all storm water discharge points.

47 Soil series for the project site and their delineation.

48 The limits of disturbance for each phase of construction.

49 Provide a minimum of 67 cubic yards of sediment storage per acre drained using a temporary sediment basin, retrofitted detention pond, and/or excavated inlet sediment traps for each common drainage location. Sediment storage volume must be in place prior to and during all land disturbance activities until final stabilization of the site has been achieved. A written justification explaining the decision to use equivalent controls when a sediment basin is not attainable must be included in the Plan for each common drainage location in which a sediment basin is not provided. A written justification as to why 67 cubic yards of storage is not attainable must also be given. Worksheets from the Manual included for structural BMPs and all calculations used by the storage design professional to obtain the required sediment when using equivalent controls. When discharging from sediment basins and impoundments, permittees are required to utilize outlet structures that withdraw water from the surface, unless infeasible. If outlet structures that withdraw water from the surface are not feasible, a written justification explaining this decision must be included in the Plan.

50 Location of Best Management Practices that are consistent with and no less stringent than the Manual for Erosion and Sediment Control in Georgia. Use uniform coding symbols from the Manual, Chapter 6, with legend.

51 Provide detailed drawings for all structural practices. Specifications must, at a minimum, meet the guidelines set forth in the Manual for Erosion and Sediment Control in Georgia.

52 Provide vegetative plan, noting all temporary and permanent vegetative practices. Include species, planting dates and seeding, fertilizer, lime and mulching rates. Vegetative plan shall be site specific for appropriate time of the year that seeding will take place and for the appropriate geographic region of Georgia.

*If using this checklist for a project that is less than 1 acre and not part of a common development but within 200 ft of a perennial stream the * checklist items would be N/A.

**EROSION, SEDIMENTATION & POLLUTION CONTROL PLAN CHECKLIST
INFRASTRUCTURE CONSTRUCTION PROJECTS**

SWCD: _____

Project Name: _____ Address: _____

City/County: _____ Date on Plans: _____

Name & email of person filling out checklist: _____

Plan Page #	Included Y/N
<input type="checkbox"/>	<input type="checkbox"/>

TO BE SHOWN ON ES&PC PLAN

- 1 The applicable Erosion, Sedimentation and Pollution Control Plan Checklist established by the Commission as of January 1 of the year in which the land-disturbing activity was permitted.
(The completed Checklist must be submitted with the ES&PC Plan or the Plan will not be reviewed)
- 2 Level II certification number issued by the Commission, signature and seal of the certified design professional.
(Signature, seal and Level II number must be on each sheet pertaining to ES&PC Plan or the Plan will not be reviewed)
- 3 The name and phone number of the 24-hour local contact responsible for erosion, sedimentation and pollution controls.
- 4 Provide the name, address, **email address**, and phone number of primary permittee.
- 5 Note total and disturbed acreage of the project or phase under construction.
- 6 Provide the GPS locations of the beginning and end of the Infrastructure project. Give the Latitude and Longitude in decimal degrees.
- 7 Initial date of the Plan and the dates of any revisions made to the Plan including the entity who requested the revisions.
- 8 Description of the nature of construction activity.
- 9 Provide vicinity map showing site's relation to surrounding areas. Include designation of specific phase, if necessary.
- 10 Identify the project receiving waters and describe all sensitive adjacent areas including streams, lakes, residential areas, wetlands, marshlands, etc. which may be affected.
- 11 Design professional's certification statement and signature that the site was visited prior to development of the ES&PC Plan as stated on **Part IV page 21** of the permit.
- 12 Design professional's certification statement and signature that the permittee's ES&PC Plan provides for an appropriate and comprehensive system of BMPs and sampling to meet permit requirements as stated on **Part IV page 20** of the permit.*
- 13 Design professional certification statement and signature that the permittee's ES&PC Plan provides for representative sampling as stated on **Part IV.D.6.c.(3) page 37** of the permit as applicable.*
- 14 Clearly note the statement that "The design professional who prepared the ES&PC Plan is to inspect the installation of the initial sediment storage requirements, perimeter control BMPs, and sediment basins within 7 days after installation." in accordance with **Part IV.A.5 page 26** of the permit *
- 15 Clearly note the statement that "Non-exempt activities shall not be conducted within the 25 or 50-foot undisturbed stream buffers as measured from the point of wrested vegetation or within 25-feet of the coastal marshland buffer as measured from the Jurisdictional Determination Line without first acquiring the necessary variances and permits."
- 16 Provide a description of any buffer encroachments and indicate whether a buffer variance is required.
- 17 Clearly note the statement that "Amendments/revisions to the ES&PC Plan which have a significant effect on BMPs with a hydraulic component must be certified by the design professional."*
- 18 Clearly note the statement that "Waste materials shall not be discharged to waters of the State, except as authorized by a Section 404 permit."*

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- 19 Clearly note statement that "The escape of sediment from the site shall be prevented by the installation of erosion and sediment control measures and practices prior to land disturbing activities."
- 20 Clearly note statement that "Erosion control measures will be maintained at all times. If full implementation of the approved Plan does not provide for effective erosion control, additional erosion and sediment control measures shall be implemented to control or treat the sediment source."
- 21 Clearly note the statement "Any disturbed area left exposed for a period greater than 14 days shall be stabilized with mulch or temporary seeding."
- 22 Any construction activity which discharges storm water into an Impaired Stream Segment, or within 1 linear mile upstream of and within the same watershed as, any portion of an Biota Impaired Stream Segment must comply with Part III. C. of the permit. Include the completed Appendix 1 listing all the BMPs that will be used for those areas of the site which discharge to the Impaired Stream Segment.*
- 23 If a TMDL Implementation Plan for sediment has been finalized for the Impaired Stream Segment (identified in item 22 above) at least six months prior to submittal of NOI, the ES&PC Plan must address any site-specific conditions or requirements included in the TMDL Implementation Plan.*
- 24 BMPs for concrete washdown of tools, concrete mixer chutes, hoppers and the rear of the vehicles. Washout of the drum at the construction site is prohibited.*
- 25 Provide BMPs for the remediation of all petroleum spills and leaks.
- 26 Description of the measures that will be installed during the construction process to control pollutants in storm water that will occur after construction operations have been completed.*
- 27 Description of practices to provide cover for building materials and building products on site.*
- 28 Description of the practices that will be used to reduce the pollutants in storm water discharges.*
- 29 Description and chart or timeline of the intended sequence of major activities which disturb soils for the major portions of the site (i.e., initial perimeter and sediment storage BMPs, clearing and grubbing activities, excavation activities, utility activities, temporary and final stabilization).
- 30 Provide complete requirements of inspections and record keeping by the primary permittee.*
- 31 Provide complete requirements of sampling frequency and reporting of sampling results.*
- 32 Provide complete details for retention of records as per Part IV.F. of the permit.*
- 33 Description of analytical methods to be used to collect and analyze the samples from each location.*
- 34 Appendix B rationale for NTU values at all outfall sampling points where applicable.*
- 35 Delineate all sampling locations, perennial and intermittent streams and other water bodies into which storm water is discharged also provide a summary chart of the justification and analysis for the representative sampling as applicable.*
- 36 A description of appropriate controls and measures that will be implemented at the construction site including: (1) initial sediment storage requirements and perimeter control BMPs, (2) intermediate grading and drainage BMPs, and (3) final BMPs. For construction sites where there will be no mass grading and the initial perimeter control BMPs, intermediate grading and drainage BMPs, and final BMPs are the same, the Plan may combine all of the BMPs into a single phase.*
- 37 Graphic scale and North arrow.
- 38 Existing and proposed contour lines with contour lines drawn at an interval in accordance with the following:

Existing Contours	USGS 1" : 2000' Topographical Sheets
Proposed Contours	1" : 400' Centerline Profile

- | | | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | 39 Use of alternative BMPs whose performance has been documented to be equivalent to or superior to conventional BMPs as certified by a Design Professional (unless disapproved by EPD or the Georgia Soil and Water Conservation Commission). Please refer to the Alternative BMP Guidance Document found at www.gaswcc.org . |
| <input type="checkbox"/> | <input type="checkbox"/> | 40 Use of alternative BMP for application to the Equivalent BMP List. Please refer to Appendix A-2 of the Manual for Erosion & Sediment Control in Georgia 2016 Edition.* |
| <input type="checkbox"/> | <input type="checkbox"/> | 41 Delineation of the applicable 25-foot or 50-foot undisturbed buffers adjacent to State waters and any additional buffers required by the Local Issuing Authority. Clearly note and delineate all areas of impact. |
| <input type="checkbox"/> | <input type="checkbox"/> | 42 Delineation of on-site wetlands and all State waters located on and within 200 feet of the project site. |
| <input type="checkbox"/> | <input type="checkbox"/> | 43 Delineation and acreage of contributing drainage basins on the project site. |
| <input type="checkbox"/> | <input type="checkbox"/> | 44 Delineate on-site drainage and off-site watersheds using USGS 1" :2000' topographical sheets. |
| <input type="checkbox"/> | <input type="checkbox"/> | 45 An estimate of the runoff coefficient or peak discharge flow of the site prior to and after construction activities are completed. |
| <input type="checkbox"/> | <input type="checkbox"/> | 46 Storm-drain pipe and weir velocities with appropriate outlet protection to accommodate discharges without erosion. Identify/Delineate all storm water discharge points. |
| <input type="checkbox"/> | <input type="checkbox"/> | 47 Soil series for the project site and their delineation. |
| <input type="checkbox"/> | <input type="checkbox"/> | 48 The limits of disturbance for each phase of construction. |
| <input type="checkbox"/> | <input type="checkbox"/> | 49 Provide a minimum of 67 cubic yards of sediment storage per acre drained using a temporary sediment basin, retrofitted detention pond, and/or excavated inlet sediment traps for each common drainage location. Sediment storage volume must be in place prior to and during all land disturbance activities until final stabilization of the site has been achieved. A written justification explaining the decision to use equivalent controls when a sediment basin is not attainable must be included in the Plan for each common drainage location in which a sediment basin is not provided. A written justification as to why 67 cubic yards of storage is not attainable must also be given. Worksheets from the Manual must be included for structural BMPs and all calculations used by the design professional to obtain the required sediment storage when using equivalent controls. When discharging from sediment basins and impoundments, permittees are required to utilize outlet structures that withdraw water from the surface, unless infeasible. If outlet structures that withdraw water from the surface are not feasible, a written justification explaining this decision must be included in the Plan. |
| <input type="checkbox"/> | <input type="checkbox"/> | 50 Location of Best Management Practices that are consistent with and no less stringent than the Manual for Erosion and Sediment Control in Georgia. Use uniform coding symbols from the Manual, Chapter 6, with legend. |
| <input type="checkbox"/> | <input type="checkbox"/> | 51 Provide detailed drawings for all structural practices. Specifications must, at a minimum, meet the guidelines set forth in the Manual for Erosion and Sediment Control in Georgia. |
| <input type="checkbox"/> | <input type="checkbox"/> | 52 Provide vegetative plan, noting all temporary and permanent vegetative practices. Include species, planting dates and seeding, fertilizer, lime and mulching rates. Vegetative plan shall be site specific for appropriate time of year that seeding will take place and for the appropriate geographic region of Georgia. |

*If using this checklist for a project that is less than 1 acre and not part of a common development but within 200 ft of a perennial stream the * checklist items would be N/A.

Effective January 1, 2019

**EROSION, SEDIMENTATION & POLLUTION CONTROL PLAN CHECKLIST
COMMON DEVELOPMENT CONSTRUCTION PROJECTS (Primary and Tertiary Permittees)**

SWCD: _____

Project Name: _____ **Address:** _____

City/County: _____ **Date on Plans:** _____

Name & email of person filling out checklist: _____

Plan Page #	Included Y/N
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TO BE SHOWN ON ES&PC PLAN

- | | | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | 1 The applicable Erosion, Sedimentation and Pollution Control Plan Checklist established by the Commission as of January 1 of the year in which the land-disturbing activity was permitted.
<i>(The completed Checklist must be submitted with the ES&PC Plan or the Plan will not be reviewed)</i> |
| <input type="checkbox"/> | <input type="checkbox"/> | 2 Level II certification number issued by the Commission, signature and seal of the certified design professional.
<i>(Signature, seal and Level II number must be on each sheet pertaining to ES&PC Plan or the Plan will not be reviewed)</i> |
| <input type="checkbox"/> | <input type="checkbox"/> | 3 Limit of disturbance shall be no greater than 50 acres at any one time without prior written authorization from the EPD District Office. If EPD approves the request to disturb 50 acres or more at any one time, the Plan must include at least 4 of the BMPs listed in Appendix 1 of this checklist.*
<i>(A copy of the written approval by EPD must be attached to the Plan for the Plan to be reviewed.)</i> |
| <input type="checkbox"/> | <input type="checkbox"/> | 4 The name and phone number of the 24-hour local contact responsible for erosion, sedimentation and pollution controls. |
| <input type="checkbox"/> | <input type="checkbox"/> | 5 Provide the name, address, email address , and phone number of the primary permittee or tertiary permittee. |
| <input type="checkbox"/> | <input type="checkbox"/> | 6 Note total and disturbed acreage of the project or phase under construction. |
| <input type="checkbox"/> | <input type="checkbox"/> | 7 Provide the GPS location of the construction exit for the site. Give the Latitude and Longitude in decimal degrees. |
| <input type="checkbox"/> | <input type="checkbox"/> | 8 Initial date of the Plan and the dates of any revisions made to the Plan including the entity who requested the revisions. |
| <input type="checkbox"/> | <input type="checkbox"/> | 9 Description of the nature of construction activity. |
| <input type="checkbox"/> | <input type="checkbox"/> | 10 Provide vicinity map showing site's relation to surrounding areas. Include designation of specific phase, if necessary. |
| <input type="checkbox"/> | <input type="checkbox"/> | 11 Identify the project receiving waters and describe all sensitive adjacent areas including streams, lakes, residential areas, wetlands, marshlands, etc. which may be affected. |
| <input type="checkbox"/> | <input type="checkbox"/> | 12 Design professional's certification statement and signature that the site was visited prior to development of the ES&PC Plan as stated on Part IV page 23 of the permit. |
| <input type="checkbox"/> | <input type="checkbox"/> | 13 Design professional's certification statement and signature that the permittee's ES&PC Plan provides for an appropriate and comprehensive system of BMPs and sampling to meet permit requirements as stated on Part IV pg 22 of the permit. |
| <input type="checkbox"/> | <input type="checkbox"/> | 14 Clearly note the statement that "The design professional who prepared the ES&PC Plan is to inspect the installation of the initial sediment storage requirements and perimeter control BMPs within 7 days after installation." in accordance with Part IV.A.5 page 27 of the permit * |
| <input type="checkbox"/> | <input type="checkbox"/> | 15 Clearly note the statement that "Non-exempt activities shall not be conducted within the 25 or 50-foot undisturbed stream buffers as measured from the point of wrested vegetation or within 25-feet of the coastal marshland buffer as measured from the Jurisdictional Determination Line without first acquiring the necessary variances and permits." |
| <input type="checkbox"/> | <input type="checkbox"/> | 16 Provide a description of any buffer encroachments and indicate whether a buffer variance is required. |

- 17 Clearly note the statement that "Amendments/revisions to the ES&PC Plan which have a significant effect on BMPs with a hydraulic component must be certified by the design professional.
- 18 Clearly note the statement that "Waste materials shall not be discharged to waters of the State, except as authorized by a Section 404 permit."
- 19 Clearly note statement that "The escape of sediment from the site shall be prevented by the installation of erosion and sediment control measures and practices prior to land disturbing activities."
- 20 Clearly note statement that "Erosion control measures will be maintained at all times. If full implementation of the approved Plan does not provide for effective erosion control, additional erosion and sediment control measures shall be implemented to control or treat the sediment source."
- 21 Clearly note the statement "Any disturbed area left exposed for a period greater than 14 days shall be stabilized with mulch or temporary seeding."
- 22 Indication that the applicable portion of the primary permittees ES&PC Plan is to be provided to each secondary permittee prior to the secondary conducting any construction activity and that each secondary shall sign the Plan or portion of the Plan applicable to their site. List the names and addresses of all secondary permittees.*
- 23 Any construction activity which discharges storm water into an Impaired Stream Segment, or within 1 linear mile upstream of and within the same watershed as any portion of an Biota Impaired Stream Segment, must comply with Part III. C. of the permit. Include the completed Appendix 1 listing all the BMPs that will be used for those areas of the site which discharge to the Impaired Stream Segment.*
- 24 If a TMDL Implementation Plan for sediment has been finalized for the Impaired Stream Segment (identified in Item 23 above) at least six months prior to submittal of NOI, the ES&PC Plan must address any site-specific conditions or requirements included in the TMDL Implementation Plan.*
- 25 BMPs for concrete washdown of tools, concrete mixer chutes, hoppers and the rear of the vehicles. Washout of the drum at the construction site is prohibited.
- 26 Provide BMPs for the remediation of all petroleum spills and leaks.
- 27 Description of practices to provide cover for building materials and building products on site.*
- 28 Description of the measures that will be installed during the construction process to control pollutants in storm water that will occur after construction operations have been completed.
- 29 Description of the practices that will be used to reduce the pollutants in storm water discharges.
- 30 Description and chart or timeline of the intended sequence of major activities which disturb soils for the major portions of the site (i.e., initial perimeter and sediment storage BMPs, clearing and grubbing activities, excavation activities, utility activities, temporary and final stabilization).
- 31 Provide complete requirements of inspections and record keeping by the primary permittee or tertiary permittee.
- 32 Provide complete requirements of sampling frequency and reporting of sampling results.*
- 33 Provide complete details for retention of records as per Part IV.F. of the permit.
- 34 Description of analytical methods to be used to collect and analyze the samples from each location.*
- 35 Appendix B rationale for NTU values at all outfall sampling points where applicable.*
- 36 Delineate all sampling locations if applicable, perennial and intermittent streams and other water bodies into which storm water is discharged.*
- 37 A description of appropriate controls and measures that will be implemented at the construction site including: (1) initial sediment storage requirements and perimeter control BMPs, (2) intermediate grading and drainage BMPs, and (3) final BMPs. For construction sites where there will be no mass grading and the initial perimeter control BMPs, intermediate grading and drainage BMPs, and final BMPs are the same, the Plan may combine all of the BMPs into a single phase.

38 Plan addresses BMPs for all phases of common development including individual building lots and out-parcels, etc. regardless of who owns or operates the individual sites. Include a typical and any situational lots applicable.

39 Graphic scale and North arrow.

40 Existing and proposed contour lines with contour lines drawn at an interval in accordance with the following:

Map Scale	Ground Slope	Contour Intervals, ft.
1 inch = 100ft or larger scale	Flat 0 - 2% Rolling 2 - 8% Steep 8% +	0.5 or 1 1 or 2 2,5 or 10

41 Use of alternative BMPs whose performance has been documented to be equivalent to or superior to conventional BMPs as certified by a Design Professional (unless disapproved by EPD or the Georgia Soil and Water Conservation Commission). Please refer to the Alternative BMP Guidance Document found at www.gaswcc.org.

42 Use of alternative BMP for application to the Equivalent BMP List. Please refer to Appendix A-2 of the Manual for Erosion & Sediment Control in Georgia 2016 Edition.

43 Delineation of the applicable 25-foot or 50-foot undisturbed buffers adjacent to State waters and any additional buffers required by the Local Issuing Authority. Clearly note and delineate all areas of impact.

44 Delineation of on-site wetlands and all State waters located on and within 200 feet of the project site.

45 Delineation and acreage of contributing drainage basins on the project site.

46 Provide hydrology study and maps of drainage basins for both the pre- and post-developed conditions.*

47 An estimate of the runoff coefficient or peak discharge flow of the site prior to and after construction activities are completed. *

48 Storm-drain pipe and weir velocities with appropriate outlet protection to accommodate discharges without erosion. Identify/Delineate all storm water discharge points.

49 Soil series for the project site and their delineation.

50 The limits of disturbance for each phase of construction.

51 Provide a minimum of 67 cubic yards of sediment storage per acre drained using a temporary sediment basin, retrofitted detention pond, and/or excavated inlet sediment traps for each common drainage location. Sediment storage volume must be in place prior to and during all land disturbance activities until final stabilization of the site has been achieved. A written justification explaining the decision to use equivalent controls when a sediment basin is not attainable must be included in the Plan for each common drainage location in which a sediment basin is not provided. A written justification as to why 67 cubic yards of storage is not attainable must also be given. Worksheets from the Manual must be included for structural BMPs and all calculations used by the design professional to obtain the required sediment storage when using equivalent controls. When discharging from sediment basins and impoundments, permittees are required to utilize outlet structures that withdraw water from the surface, unless infeasible. If outlet structures that withdraw water from the surface are not feasible, a written justification explaining this decision must be included in the Plan.

52 Location of Best Management Practices that are consistent with, and no less stringent than, the Manual for Erosion and Sediment Control in Georgia. Use uniform coding symbols from the Manual, Chapter 6, with legend.

53 Provide detailed drawings for all structural practices. Specifications must, at a minimum, meet the guidelines set forth in the Manual for Erosion and Sediment Control in Georgia.

54 Provide vegetative plan, noting all temporary and permanent vegetative practices. Include species, planting dates and seeding, fertilizer, lime and mulching rates. Vegetative plan shall be site specific for appropriate time of year that seeding will take place and for the appropriate geographic region of Georgia.

*This requirement of the Common Development permit is not applicable to Tertiary Permittees with a Plan(s) for a typical individual lot(s), if the total land disturbance within the construction site is less than five (5) acres and the total land disturbance within each individual lot is less than one (1) acre. If applicable, the * checklist item would be N/A.