



**Forsyth County Department of Planning & Community Development
Development Review Division**

110 E. Main Street, Suite 100 | Cumming, Georgia 30040 | forsythco.com

COMMERCIAL PLAN REVIEW

Date of Review:

Project Name:

Zoning:

Application Number: BLDGCOMM-

Reviewer:

Plan

- ☐ Site Development Approval – The site development plan (SD), if required, must be approved prior to approval of the building plans
- ☐ Site plan if needed for setbacks and/or location.
- ☐ Building Plan must include the site plan from the approved site development plans if a shell building or required by the plan reviewer.
- ☐ Compliance with any applicable zoning conditions
- ☐ Provide a narrative that specifies the scope of the project and the proposed business
- ☐ If the proposed use requires a Conditional Use Permit the plan will not be approved until the Conditional Use Permit is approved. Please contact the Zoning Division staff for additional information at 770-886-2780.
- ☐ If outside display or storage proposed a Conditional Use Permit may be required
- ☐ Note hours of operation. Around the clock business hours require a Conditional Use Permit
- ☐ All new commercial projects require an **as-built plan**. Please note that a Certificate of Occupancy will not be issued until the as-built has been approved and recorded. An as-built plan is a civil drawing depicting completed site development and building construction or as-built profile of utilities as it exists in the field. As-built plans and sewer profiles must be prepared by a licensed land surveyor and/or licensed engineer. The plan must delineate all infrastructure improvements and building footprints as they were actually constructed in the field. Please review the minimum as-built plan checklists on the web site.

Architecturals

- ☐ If applicable, submit architectural details and/or elevations demonstrating the proposed materials for review to verify compliance with the Forsyth County Unified Development Code and/or zoning conditions.
- ☐ Building exteriors not screened from view of the right-of-way line must be at least 75% brick, stone or stucco on each building façade and have a maximum of 25% of accent material. Please revise plans to comply or demonstrate how it is not visible from the right-of-way or any property. Also see Overlay requirements for additional requirements.

Screening

- ☐ All **rooftop mechanical equipment** shall be screened from the view from the public right-of-way and adjacent streets by material compatible with the building architecture, by the use of a parapet wall, or by specially designed rooftop penthouse enclosures. Overlay Districts may vary.
- ☐ **Screening of Outside Storage Yards.** All areas devoted to the outside storage of vehicles, merchandise, and/or equipment not intended for display for public rent, lease, or sale, shall be screened from view from the right-of-way of the highway along the entire property frontage, except in areas where access crossings have been approved. Screening may be accomplished by vegetation, by a building that meets architectural standards of this chapter, by an earthen berm, by a 100 percent opaque, solid wooden fence or wall, or combination of these screening methods. Vegetative screening must be specified on the applicant's landscape plan. The use of low-lying landscaping that does not screen the display areas from view from the public right-of-way shall not be deemed to comply with this requirement. Overlay Districts may vary.
- ☐ **Screening of Dumpsters.** All garbage dumpsters and other similar areas devoted to the storage of waste materials shall be screened on three (3) sides of said dumpster or area with a minimum six (6) foot high solid wooden fence, or a wall constructed of materials substantially similar in appearance to the building on site that complies with the architectural requirements of these regulations. In addition, said dumpster areas shall be gated on the fourth side, and the gate shall be architecturally finished. Overlay Districts may vary.
- ☐ **Building and Utility Appurtenances.** All towers, storage tanks, and other structures or equipment incidental to the primary use of a building or site shall be architecturally compatible with the principal building or effectively screened from view from the public rights-of-way. All rooftop mechanical equipment shall be screened from the view from the public right-of-way and adjacent streets by material compatible with the building architecture, by the use of a parapet wall, or by specially designed rooftop penthouse enclosures. Ground mounted equipment such as power transformers and air-conditioning units shall be screened from view from public rights-of-way by fencing or landscaping. Overlay Districts may vary.

Exterior Lighting *UDC 16-4.24 and Overlay Requirements*

- ☐ Include photometric data with property lines
- ☐ Include cut-sheets for fixtures and poles with selected options clearly specified
- ☐ Specify selected options; fixture types; number of fixtures
- ☐ Specify location of fixtures: in parking lot, on building, outdoor architectural lighting requires submission of an elevation drawing at time of building permit plan review
- ☐ Specify height – limited to 25-feet including mounting base, pole and fixture. Lighting may exceed the 25-feet up to a maximum of 35-feet *if* the site is *surrounded* by commercial or industrial property and no residential uses
- ☐ Fixtures must be full cutoff fixtures unless pedestrian lighting is specified; pedestrian lighting - If less than 14' may be Cutoff or Semi-Cutoff
- ☐ Uplighting - narrow beam, shielded luminaries not to exceed 10 foot-candles at the level of the illuminated object
- ☐ Light spillage not to exceed 1 foot-candle beyond a residential property line
- ☐ Light spillage not to exceed 2 foot-candle along a street right of way or non-residential property line
- ☐ Ground mounted equipment, such as power transformers and light poles, and any impervious surfaces are prohibited within required landscape parking islands

Fencing

Chain link fencing is prohibited along any road frontage in all commercial zoning districts except Heavy Commercial (HC). Road frontage is defined as the property line abutting a public right of way that provides public access or visibility to the premises. Also see applicable Overlay requirements.

Signage

Signage is reviewed and permitted under a separate process; please contact Development Inspections Division for additional information at 770-781-2237.

Note: **Building Height:** The vertical distance on the front face of a building or structure from the finished grade at the lowest point at the foundation adjacent to the front side of the structure to the highest finished roof surface in the case of flat roofs; or in the case of a gable, hip, or gambrel roof, the mean height between the eaves and the ridge of a gable, hip or gambrel roof.