COMMERCIAL SITE PLAN CHECKLIST

PROJECT NAME_____
PERMIT/PROJECT #_____ **REVIEW DATE**_____
REVIEWED BY_____

Please address all items marked with an "X" below, as well as any additional comments on this checklist or on the redlined plans. Please return this checklist and the redlined plans when resubmitting in order to speed up the revised plan review.

GENERAL INFORMATION:

1. _____ Provide name of Developer and/or Owner with their address and telephone number.
2. _____ Add note: "All improvements to conform with Forsyth County Construction Standards and Specifications, latest edition."
3. _____ Add note: "Irrigation systems are prohibited on all existing and proposed County right-of-way and considered to be a violation of the County's Ordinance prohibiting unpermitted right-of-way encroachments."
4. _____ Add note: "Full service drives will revert to right in/right out drives if Forsyth County determines they are creating traffic problems and/or accidents or if road is widened to a multi-lane highway with median."
5. _____ Add note: "No structures, fences or other obstructions may be located within a drainage or access easement without prior approval by the Forsyth County Department of Engineering."
6. _____ Add note: "Approval of these plans does not constitute approval by Forsyth County of any land disturbing activities within wetland areas. It is the responsibility of the property owner to contact the appropriate regulatory agency for approval of any wetland area disturbance."
7. _____ Provide a note stating the disposition of the property with regard to the flood plain. State the source (FIRM Panel Number with date of map or flood study) and show flood elevations and boundaries if applicable.
8. _____ Existing and proposed width of right-of-way on any existing streets. Additional right-of-way must be deeded prior to plan approval.
9. _____ Add Note on all sheets: "Notify Forsyth County Inspector 24 hours before the beginning phase of construction. (770) 781-2165."
10. _____ Add Note: "Approval of these plans by Forsyth County is subject to, and contingent upon the applicant obtaining any and all necessary approvals from any and all applicable agencies including, but not limited to the United States Army Corps of Engineers, the United States Environmental Protection Agency, the USDA-NRCS, Georgia Department of Natural Resources, Georgia Environmental Protection Division, and the Georgia Soil and Water Conservation Commission.
11. _____ Add note: Maximum cut slopes shall be 2 horizontal to 1 vertical. Continuous fill slopes ten (10) feet in height or less may be 2 horizontal to 1 vertical. All continuous fill slopes that exceed ten (10) feet in height must be 3 horizontal to 1 vertical unless: (a) a mechanically engineered stabilized slope is approved by the Forsyth County Director of Engineering; or (b) the designed and constructed slopes are certified by a registered engineer experienced in geotechnical engineering and licensed in the State of Georgia.

12. _____ Vicinity map.

13. _____ North arrow.

14. _____ Seal and signature of registered professional engineer or registered land surveyor on all sheets.

15. _____ Topographic map with all elevations referenced to mean sea level and a contour interval equal to 2 feet and all finish contours.

16. _____ Graphic scale.

17. _____ Benchmark used. Show location and elevation on plans.

18. _____ Origin of survey.

19. _____ All boundaries with bearing and distances shown.

20. _____ Provide encroachment agreement for offsite work.

21. _____ Label all structures as either existing or proposed and provide finish floor elevation(s).

22. _____ Add Note: All undisturbed buffers shall be identified with orange, four-foot tree-save fencing prior to any land disturbance (UDC Sec. 18-10.1).

23. _____ Provide on plans a copy of the text from NPDES Permit GAR10001, GAR100002 or GAR100003 (as applicable), Part IV. EROSION, SEDIMENTATION AND POLLUTION CONTROL PLAN, Primary Permittee, paragraphs (1) thru (6). Also provide a copy of the NOI.

24. _____ Provide a performance bond for land disturbance activity as per Forsyth County Ordinance #73, Section V: APPLICATIONS/PERMIT PROCESS, Subsection B. Application Requirements, paragraph 7(b). The bond amount is $3,000.00 per acre or fraction thereof of the proposed land disturbance activity. Bond approval is required prior to scheduling a pre-construction meeting.

ENTRANCE(S):

25. _____ Proposed entrance location and details must be approved by the Georgia Department of Transportation, Gainesville District prior to the issuance of a land disturbance permit.

26. _____ Provide sight distance profile and sight distance certification on plan or in letter form that is specific to the project and indicates compliance with AASHTO "Policy on Geometric Design of Highway and Streets," Chapter 9 (at-grade intersections), latest edition. Note the posted speed limit and the actual sight distance in both directions.

27. _____ Provide distance to nearest intersection on _____.

28. _____ Plan view of existing County road fronting property with centerline and pavement width.

29. _____ Provide detail of proposed entrance with existing and proposed grades, utilities, storm drainage and pavement specifications.

30. _____ Entrance width to be a minimum of 24' from the back of curb to back of curb.

31. _____ Entrance radius to be a minimum of 30' to back of curb.

32. _____ Provide decel lane typical section detail Forsyth County Standard No. 124.

33. _____ Provide entrance and accel/decel lane striping plan Forsyth County Standard No. 125.

34. _____ Provide _____ curbed deceleration lane from the end of radius with a _____ taper, per Forsyth Ordinance # 101.

35. _____ Provide _____ minimum left turn lane at proposed entrance and provide required typical section detail, per Forsyth Ordinance # 101.

110 East Main Street, Suite 120 | Cumming, Georgia 30040 | (770) 781-2165 | (770) 781-2104 *fax* | forsythco.com

36. _____ Show location of proposed entrance monument. Entrance monuments must be set back 10 feet (minimum) from right of way.

37. _____ Final entrance design to be approved by Tim Allen, Assistant Director, Department of Engineering, prior to construction plan sign-off.

DRAINAGE:

38. _____ Submit Stormwater Management Report.

39. _____ Stormwater Management Report must be approved prior to scheduling a plan sign-off. Contact Renee Hoge at rphoge@forsythco.com for comments. Schedule an appointment with Renee Hoge to review hydrology report comments, after receipt of initial comments.

40. _____ Acreage of all off-site drainage areas contributing to flow thru the project. Show on plans or note if no off-site drainage.

41. _____ Plan and profile of all pipes including grade, type of pipe, 100 year HGL, elevations, proposed cover, manholes and headwalls.

42. _____ Minimum of 12" of compacted fill material required over all pipes. Minimum 2.8 feet – top of pipe to top of finish pavement - required over pipes under roadway.

43. _____ Storm sewer slopes must be greater than or equal to 1%.

44. _____ All storm drain pipes will be a minimum of 18" in diameter

45. _____ All storm drain pipe must be concrete under pavement within right of way.

46. _____ All storm drain pipes with > fifteen (15) feet cover shall be concrete. > 15' to < 20' cover shall be Class IV. > 20' cover shall be Class V.

47. _____ 100-Year upstream headwater elevation at pipes to be shown by labeling elevation and outlining contour at that elevation. This contour will be the drainage easement if it extends outside of the 20' drainage easement.

48. _____ Show details for all proposed storm drainage structures per Forsyth County Standards.

49. _____ Stormwater N.P.D.E.S. comments must be satisfactorily addressed prior to plan approval. Schedule an appointment with Simon Wilkes, CPESC, smwilkes@forsythco.com, for N.P.D.E.S. approval.

50. _____ Pipe to discharge into natural draw or graded ditch with rip-rap ditch checks. Size rip rap aprons and provide dimensions on plans, including apron depth.

51. _____ Provide channel protection and/or permanent energy dissipation (in addition to rip-rap) at all outlets having a discharge velocity greater than 5 fps or Froude Number greater than 2.5.

52. _____ Provide complete pipe chart including pipe size, pipe gauge or class, time of concentration, runoff coefficient, rainfall intensity, drainage area, and outlet velocity. Design for 25-year storm. The 100 year storm shall be used on live streams, cross drains serving 20 acres or larger, and any pipe receiving off-site drainage.

53. _____ Minimum 20' storm drainage easement on all storm drain pipes, drainage swales and water courses receiving off-site drainage.

54. _____ Minimum 20' drainage/access easement from public right-of-way required for all stormwater facilities.

55. _____ Add Note: Modular retaining wall design must be submitted to the Forsyth County Department of Engineering for approval prior to construction plan approval. Wall design must include details and specifications that are site specific and must be signed and sealed by a registered professional engineer in the State of Georgia. All walls greater than thirty (30) inches in height shall include a fence or handrail along the top. □ Provide spot top and bottom wall elevations on grading plan.

110 East Main Street, Suite 120 | Cumming, Georgia 30040 | (770) 781-2165 | (770) 781-2104 *fax* | forsythco.com

ADDITIONAL COMMENTS:

110 East Main Street, Suite 120 | Cumming, Georgia 30040 | (770) 781-2165 | (770) 781-2104 *fax* | forsythco.com