



**COMMUNITY DEVELOPMENT**  
 12453 Hwy 92  
 Woodstock, GA 30188  
 770-592-6000 [www.woodstockga.gov](http://www.woodstockga.gov)

**Site Plan Review Application**

Date: \_\_\_\_\_ Project Name: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Total Acreage: \_\_\_\_\_ Parcel ID Number: \_\_\_\_\_

**SITE PLAN REVIEW**

___ 0.1 to 5 acres	\$400	\$ _____
___ 5.1 to 20 acres	\$700	\$ _____
___ 20.1 to 50 acres	\$1100	\$ _____
___ 50.1 to 100 acres	\$2200 + \$5/acre over 50 acres	\$ _____
___ Over 100 acres	\$ TBD	\$ _____

**RE-REVIEW OF SITE PLAN**

___ 1 <sup>st</sup> Re-review \$100	___ 2 <sup>nd</sup> Re-review \$250	___ Additional Re-review \$500
___ Review after Permitted \$200	___ Add \$25 per individual sheet	\$ _____

**LIGHTING PLAN REVIEW**

___ Lighting plan after LDP Review \$100	\$ _____
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**NPDES FEE (Local Issuing Authority Portion Only)**

___ \$40 per disturbed acre	_____ disturbed acres	\$ _____
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**TREE PRESERVATION PLAN REVIEW**

___ 0 to 20 acres	\$300	\$ _____
___ 21 to 50 acres	\$300 + \$1/ acre over 20	\$ _____
___ 51 to 100 acres	\$700 +\$5/acre over 50	\$ _____
___ Over 100 acres	\$ TBD	\$ _____

**EROSION & SEDIMENTATION CONTROL PLAN REVIEW**

\_\_\_ 1 to 10 acres                      \$30    \$ \_\_\_\_\_

\_\_\_ 10.01 to 100 acres                      \$50    \$ \_\_\_\_\_

\_\_\_ Over 100/.1 acres                      \$75    \$ \_\_\_\_\_

**FIRE DEPARTMENT SITE REVIEW**

\_\_\_ Commercial Site Review                      \$200    \$ \_\_\_\_\_

\_\_\_ Residential Site Review                      \$200    \$ \_\_\_\_\_

\_\_\_ Additional Amenities                      \$50    \$ \_\_\_\_\_

**Total Fees Due:**    \$ \_\_\_\_\_

Applicant: \_\_\_\_\_

Applicant email: \_\_\_\_\_ Phone: \_\_\_\_\_

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

## **Site Plan Review Specifications**

*A pre-application meeting is required prior to the submission of any land development plans, including but not limited to preliminary plats and site plans. For questions, please email Shana Bowes, Development Review Coordinator at [sbowes@woodstockga.gov](mailto:sbowes@woodstockga.gov) or call 770-592-6000 x1609.*

### **SITE PLAN REVIEW PROCEDURE**

The Development Process Committee shall review the site plan and issue a determination of approval or denial within thirty (30) business days of submittal. If the site plans are denied, the Development Process Committee shall provide a list of comments to be addressed by the applicant upon resubmission of the site plans. The applicant must respond to each comment and specify on which page of the site plans the changes appear.

### **SPECIFICATIONS FOR SITE PLANS**

Submit a digital copy for review, including but not limited to hydrological studies, traffic studies, site plan checklist, etc., in compliance with this chapter and the Land Development Ordinance. Each resubmittal shall comply with the same requirements. Partial, incomplete, or unassembled submittals shall be rejected.

Below is a list of the specification requirements that need to be included with every site plan:

#### **All Plans Must Include**

- Name of Developer
- Owner or Developer's: Name, Address, and Phone Number
- Graphic Scale
- Scale no less than one (1) inch = one hundred (100) feet
- North point, identified as magnetic, true or grid.
- Date
- Location sketch and show land lot lines.
- Acreage to be subdivided.
- Stamped by Surveyor or Engineer - All drawings.
- Added and/or change in Impervious Area

#### **Existing Conditions**

- Topographic map showing contour interval of no more than two (2) feet. Soil survey required prior to final submittal for Health Department
- Zoning Classification of property to be subdivided and adjoining properties.
- Deed record names of adjoining property owners or subdivision.
- If re-subdivision, copy of existing plat with proposed re-subdivision superimposed thereon.
- Location of: Streams, lakes, and swamps. Label with names.

- Delineate lakes subject to flooding from history of flooding or by hydrological calculation: One hundred (100) years.
- Location of adjoining property lines
- Location of existing buildings on property to be subdivided.
- Location and right-of-way of adjoining streets, roads, or railroads, on or adjacent to property: Pavement width
- Location of utility lines and/or adjacent property. Specify if lines are in easement or right-of-way. Show transmission towers.
- Size and location of existing sewers, water mains, drains, culverts, etc. on or adjacent to property. Grades and inverts of sewers shown.
- Acreage of each drainage area affecting property: Off-site
- Elevations based on mean sea level: Where public water or sewer to be installed.
- Source of elevation datum. Show on-site benchmark.
- Boundary information: Bearing and distances, property tie-down.
- Hydrology study

#### Proposed Conditions – Streets

- Detail entrance street with dimensions of the turning radii to be twenty-five (25) foot minimum radius back of curb.
- Proposed names or designations
- Acceleration/deceleration lanes at entrance if applicable
- Continuation of existing streets: Where possible
- Typical road section for proposed roads
- Sidewalks are required for developments.
- No half-streets
- No three (3) street intersections
- Angle between the centerlines at intersections greater than or equal to seventy-five (75) degrees.
- Minimum tangent of one hundred (100) feet for curved streets at intersections
- Minimum tangent of one hundred (100) feet for reverse curves
- Street jogs at intersections offset at least one hundred fifty (150) feet.
- Curb and gutter shall be required on all paved streets
- Alley right-of-way twenty (20) feet minimum
- Maximum two-to-one (2:1) slope indicates on road cross section.
- Curb and gutter indicated.
- Pavement: Plant mix, triple surface treatment or concrete
- Profile of proposed street showing existing and finished grades
- Street grades and elevation check
- Adequate stationing information shown: Plan and profile.
- Street lighting

### Lot Layout

- Scaled lot dimensions.
- Building setback line or build to line in downtown.
- No lots fronting major U.S. highways.
- No lots divided by corporate boundary lines.
- No double frontage lots
- Lot lines at ninety (90) to street or radial
- Corner lots large enough to conform to minimum building setback on both streets.
- All lots front or abut public street, unless the street stays private.
- Minimum lot width
- Minimum lot areas
- Block lengths: One thousand two hundred (1,200) feet maximum, four hundred (400) feet minimum.
- Minimum block width sufficient for two (2) tiers of lots

### Storm Drainage System

- Detail or reference DOT structures.
- Drainage area and flow indicated to all inlets and cross drains.
- Design flood frequency and method of calculations of runoff indicated.
- Inlet and outlet elevations: Pipe slope, profiles required.
- Station: Size and length of pipe
- Minimum pipe cover
- Concrete headwalls or flare sections on smaller diameter pipe on inlet and outlet
- Minimum design floods
- Catch basins are located at low points of streets.
- Erosion and sediment control measures shown.
- On-site stormwater detention design
- Drainage easement along watercourses and for pipes and ditches out of road right-of-way. Recommended drainage easements on all lot lines
- Flood plain reference.

### Water Distribution (Please note: Moratorium on 1120 and above)

- Pipe size.
- Material of construction
- Minimum cover: Forty-two (42) inches
- No lot farther than five hundred (500) feet: Measured in the street: From a fire hydrant: Residential.
- Fire hydrant and water service shall be installed within three hundred (300) feet of proposed structures.
- Meters shown for each lot.
- Utility easement: Minimum twelve (12) feet wide: Where waterline located out of road right-of-way.
- Tie-ins with existing lines indicated.

- Thrust restraint indicated.
- Note: Compaction equipment to be used on all pipes and services under pavement.
- Tape and wire all plastic pipes and services.
- Provide gate valve and minimum of thirty-six (36) feet of pipe with removable plug at end of line in phased development.
- Ductile iron pipe over all X-drains, stream crossings and road crossings.

### Sanitary Sewer System

- Minimum diameter of eight (8) inches
- Minimum cover: Four (4) inches under roadways and three (3) feet off-street
- Minimum slope in feet for eight (8) main is four-tenths (0.40) of a percent.
- Drop manholes required if greater than one (1) foot differential in invert and incoming pipe.
- Manhole spacing normally at three hundred fifty (350) feet, at grade changes, at alignment changes and at all intersections.

### Urban Design Plan

- Building elevations which shall be appropriately scaled and identify materials and color schemes.
- Lighting plan showing a photometric survey, which conforms to Chapter 15 or Chapter 19 in the LDO and cut sheets showing proposed fixtures and poles which must be compliant with Chapter 15 and Chapter 19 of the LDO.
- Tree preservation plan including all requirements from Chapter XII of the City of Woodstock's Land Development Ordinance and be signed/stamped by a registered landscape architect.

### Additional Requirements:

- Site plans prepared exclusively for public transportation projects shall adhere to the Georgia Department of Transportation Plan Presentation Guide (PPG) requirements, now and as amended, unless otherwise directed by the City Engineer.