

Minor



CITY OF GRIFFIN DEPARTMENT OF DEVELOPMENT SERVICES Minor Site Plan Minimum Submission Requirement Checklist

Minor site plans are required when the proposed improvements are being requested to a site of less than 1 acre on which the city has not previously approved a site plan, or on which there is an existing approved plan that has been closed (built) and the proposed disturbed area should not exceed 5,000 square feet.

PROJECT NAME: _____

ADMINISTRATIVE ITEMS

- Fee in accordance with the City of Griffin Fee Schedule
- City of Griffin "Development Application Form"
- Limited Power of Attorney form (only if Application Form is not signed by the owner)
- 9 complete sets of plans as detailed below

	Date Issued	Date Returned
<input type="checkbox"/> Planning/Zoning	_____	_____
<input type="checkbox"/> Fire Department	_____	_____
<input type="checkbox"/> Police Department	_____	_____
<input type="checkbox"/> Water/Wastewater	_____	_____
<input type="checkbox"/> Stormwater	_____	_____
<input type="checkbox"/> Engineer Site Review	_____	_____
<input type="checkbox"/> Engineer Water/Wastewater	_____	_____
<input type="checkbox"/> Engineer Stormwater	_____	_____

PLAN DETAIL ITEMS

- Sheet size not to exceed 36"x48" More than two sheets indexed with match lines.
- Plan scale of no less than 1" = 200'.
- Date of plan, north arrow, match lines, sheet numbers.
- Vicinity map, preferably at 1" = 2,000 scale.
- Seal and signature of the engineer/architect/surveyor that prepared the plan/ on each plan set sheet.
- Present zoning and use of the project's lot(s) and all adjacent lots within 50' of the project site.
- Project's tax map, block and lot number and all adjacent lots within 50' of the project site. 300-6

- ❑ Total project site acreage.
- ❑ Contours with intervals no greater than 5', referenced to USGS datum.
- ❑ Existing restrictions on the use of the land including easements and covenants.
- ❑ Existing and proposed entrance locations, including the distance to nearest street intersection(s) and site distance.
- ❑ Existing and proposed travelways and parking spaces with dimensions.
- ❑ Existing and proposed buildings, with sizes and dimensions.
- ❑ Existing and proposed sanitary sewer and water facilities.
- ❑ Existing drainage facilities.
- ❑ Proposed erosion and sedimentation control measures and facilities.

I HEREBY CERTIFY THAT THE STATED INFORMATION IS INCLUDED ON THE ATTACHED PLAN.

Date	Engineer/Surveyor/Architect Signature
------	---------------------------------------