



PRELIMINARY SUBDIVISION PLAT REVIEW CHECKLIST

Name of Development: _____ HDV: _____

Engineer: _____ Contact #/e-mail: _____

Reviewed By: _____ Date of Review: 1st _____ 2nd _____ 3rd _____

3 rd	2 nd	1 st	
			1 Are there any outstanding zoning violations (or failure to fully comply with zoning requirements) on this property?
			2 The Cover Sheet shall include:
			a. The tax parcel number, land district, and land lot
			b. The zoning
			c. Any conditions of zoning, as approved by the Hall County Planning Commission or Board of Commissioners
			d. Total acreage: _____
			e. Total number of lots: _____
			f. Minimum lot size: _____
			g. Minimum setbacks – F: _____ S: _____ R: _____
			h. Source of water and sewer: _____
			i. Total length of proposed roads: _____
			j. Proposed subdivision and street names
			k. Name, address, telephone number of the owner of record and the subdivider
			l. Name, address, telephone number, seal, and signature of the registered Engineer, Surveyor, or Landscape Architect responsible for the construction plans and the Surveyor responsible for the boundary survey.
			m. Surveyor certifications
			n. Date of survey, north arrow, graphic scale, source of datum, date of plat drawing, and space for revisions.
			o. Phasing of subdivision and estimated time of completion
			3 Location sketch locating the subdivision in relation to the surrounding area with regard to well-known landmarks such as major thoroughfares, railroads, or others. Sketches may be drawn in freehand and a scale sufficient to show clearing the information required, but not less than 1' = 2,000'.
			4 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.
			5 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 included.
			6 Exact boundary lines of the tract indicated by a heavy line giving lengths and bearings.
			7 Lot lines with dimensions to the 1/10 of a foot, necessary internal angles, arcs, chords, and tangents or radii of a rounded corner.
			8 The size and location of all public water and sewer lines
			9 The location of drainage easements for all stormwater drain facilities, outlets, and subsequent drainage ways, streams, and other locations as required.
			10 Location or statements of flood hazard areas, including FEMA Flood and Hall County Future Flood zones.
			11 Notice of intent to dedicate any portion of the property to the public.



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3 rd	2 nd	1 st	
			12 An outline of any proposed organizations to control a portion or all of the tract, i.e. a homeowners association.
			13 Location of all proposed roads, sidewalks, street lights, amenity facilities, parking spaces, and common areas.
			14 Primary control point to which all dimensions, angles, bearings, and similar data on plat shall be referred (Point of Beginning).
			15 References to recorded subdivision plats of adjoining platted land by record name, date, and number, when known.
			16 When the tract of land to be subdivided abuts on U.S. Government property, then the final plan of the land shall show a tie or ties of Land Lot lines conforming to the U.S. Government Take Line descriptions.
			17 Location and description of monuments.
			18 If the property is a Planned Development, have all the specifications and requirements of the conditions of zoning been met or noted?
			19 Does the <i>tree plan/tree protection plan</i> include the following? (\$17.280) a. Total site area (in acres or square feet)? b. Project area? c. Tree survey? d. Replacement Trees? Overall units/acre (15)
			20 Does the subject parcel fall within an overlay district? a. <i>Airport Overlay Zoning District (17.220)</i> b. <i>Black and Cooley Drive Overlay District (BCOD) (17.440)</i> c. <i>Gateway Corridors Overlay District (GCOD) (17.420)</i> d. <i>North Oconee Water Supply Watershed District (17.225.030)</i>
			21 Does the plan include a <i>centralized postal delivery point</i> per USPS regulations?

COMMENTS: _____
