



www.JohnsCreekGA.gov
 678-512-3200 ~ 678-512-3303(fax)
 12000 Findley Road, Suite 400, Johns Creek, GA 30097

Date: ___ / ___ / ___
 Permit No.: _____
 Fee: \$ _____

LAND DISTURBANCE PERMIT APPLICATION

TYPE

Description of proposed development (check all that apply):

<input type="checkbox"/> Single-Family Development	<input type="checkbox"/> Stream Buffers	Possible Additional Permits:
<input type="checkbox"/> Multi-Family Development	<input type="checkbox"/> Land Disturbance > 5,000 sq. ft.	
<input type="checkbox"/> Commercial Development	<input type="checkbox"/> Within River Corridor	
<input type="checkbox"/> Mixed-Use	<input type="checkbox"/> Other:	

<input type="checkbox"/> Demolition
<input type="checkbox"/> Pool
<input type="checkbox"/> Retaining Wall (over 4')
<input type="checkbox"/> Fence
<input type="checkbox"/> Other:

PROJECT

 Name of Project or Subdivision (note name of former Subdivision, if any) LDP# _____

 Property Address Suite/Apt #. City State Zip Code

 Property ID / PIN Zoning Zoning Case No. Total Acreage Disturbed Acreage

 Owner of Record (Company / Individual)

 Owner Address Suite/Apt #. City State Zip Code

APPLICANT

 Applicant Name

 Company

 Mailing Address Suite/Apt #. City State Zip Code

 Phone Cell Phone Fax Phone E-mail (for sending review comments)

I hereby certify that all information provided herein is true and correct.

 Applicant Signature: Property Owner or Owner's Representative Date _____



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Date: ___ / ___ / ___

Permit No.: _____

Fee: \$ _____

LAND DISTURBANCE PERMIT REVISION APPLICATION

TYPE

Check all that apply:

Residential
 Commercial
 Other: _____

LDP #: _____

PROJECT

Name Of Project or Subdivision (note name of former Subdivision, if any) Lot #

Owner of Record (Company / Individual)

Property Address Suite/Apt #. City State Zip Code

Property ID / PIN Zoning Zoning Case No. Total Acreage Acreage and Square Footage to be Disturbed

APPLICANT

Applicant Name

Company

Mailing Address Suite/Apt #. City State Zip Code

Phone Cell Phone Fax Phone E-mail (for sending review comments)

REVISION INFO

Description of Revision:

I hereby certify that all information provided herein is true and correct.

Applicant Signature: Property Owner or Owner's Representative Date



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LAND DISTURBANCE PERMIT APPLICATION & CHECKLISTS

OVERVIEW

This packet contains the information required to prepare and submit plans for a City of Johns Creek Land Disturbance Permit for residential and non-residential projects. The LDP application should be submitted after Concept Plan approval, if applicable. Submittal deadline is **Tuesday by 11:00 am** to receive plan review comments/approval by Wednesday of the following week. Plans for projects that will disturb one acre or greater will be sent to the Georgia Soil & Water Conservation Commission for state approval after all erosion and sediment control comments from Johns Creek are properly addressed. Prior to LDP approval, provide an approved set of plans from Fulton County Water and Sewer.

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ACCESSORY PERMITS

Depending on your project, you may be required to obtain additional City of Johns Creek permits. Applications are available on the website or at the permit desk at City Hall.

- Demolition
- Retaining Wall
- Fence
- Pool

CONTACT US – 678.512.3200

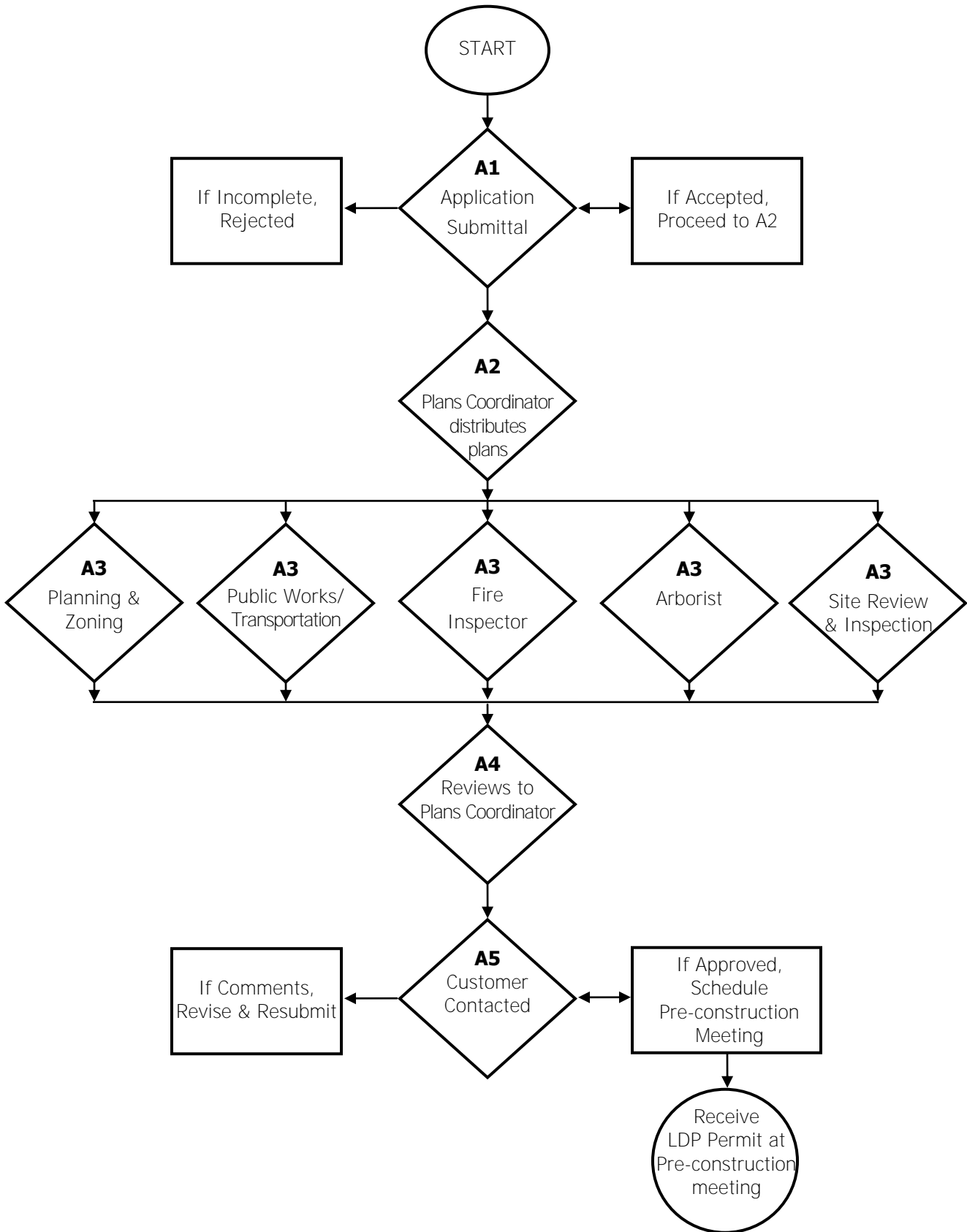
Plans Coordinator.....	Julie Paquin
Planning & Zoning.....	Jennifer Glenn
Site Review.....	Chris Moss
Addressing/Land File.....	MaryAnne Koutrelakos
City Arborist.....	Jennifer Glenn
Land Development Manager.....	Seth Yurman
Public Works.....	Lister Carbon
Fire Marshall.....	Timothy McGiboney

OTHER HELPFUL TELEPHONE NUMBERS

Fulton County Environmental Health Services.....	404.332.1801
Georgia Department of Transportation.....	404.986.1094
Fulton County Water / Sewer.....	404.730.7399

The City of Johns Creek reserves the right to change this packet and/or review criteria deemed necessary at any time.

2.LAND DISTURBANCE PERMIT PLAN REVIEW PROCESS



2. LAND DISTURBANCE PERMIT PLAN REVIEW PROCESS - Continued

- A1 Application Submittal**
 - A2 Plans Coordinator Distributes Plans**
 - A3 Concurrent Reviews**
 - A4 Reviews Returned to Plans Coordinator**
 - A5 Customer Contacted**
-

A1 Application Submittal

Submittal deadline is **Tuesday by 11:00 am** to receive plan review comments/approval by Wednesday of the following week. The applicant is required to submit the items listed on the Minimum Submittal Checklist.

A2 Plans Coordinator - Plan Distribution

Plans Coordinator separates and prepares plans for routing to each department. Plans are distributed on Tuesday afternoon at the end of the weekly group plan and review session.

A3 Concurrent Reviews

The following departments will review plans concurrently: Planning & Zoning, Public Works/Transportation, Fire Inspector, Arborist, Site/Land Development.

A4 Reviews Returned to Plans Coordinator

Comments from each department are discussed and documented during the weekly Tuesday afternoon group meeting. The generated comments along with all sets of red-lines, if applicable, will be returned to the applicant. The plans coordinator will notify the applicant the next day, i.e., Wednesday.

A5 Customer Contacted

The customer will be contacted on Wednesday and will be instructed to either come in and pick-up their red-line comments, or to contact the Land Development Inspector to set-up the Pre-construction meeting. During the Pre-construction meeting the customer will receive their Land Disturbance Permit.

Memo



To: Development and Engineering Community

From: Seth Yurman, Land Development Manager

Date: January 17, 2008

RE: Weekly Plan Review Comments Meeting

In order to enhance customer service and improve efficiency of the plan review process, a meeting will be held every Thursday from 10am to noon. The purpose of the meeting is to provide permit applicants an opportunity to meet with all development review staff at one time to discuss review comments and/or other issues regarding land disturbance permits, final plats, etc. Plans will not be approved at this meeting. Applicants will have to resubmit the corrected plans and redlines following normal Tuesday submittal procedures.

All review staff will be in attendance for the duration of the meeting. A sign-in sheet will be placed at the Community Development permit intake area and the review staff will conduct the individual project meetings, starting at 10am, on a first-come, first-serve basis. The sign in sheet will be made available on Thursday mornings from 8:30am until 11am to ensure the meeting ends at or around noon.

Anyone wishing to discuss a project with the review staff will need to bring all applicable documents including redlined plans, review comments, and/or any other plans or plats.

Review staff is still able and encouraged to schedule their own meetings throughout the week to address reviewer specific comments and questions. The Thursday meeting should be utilized if there are questions of multiple reviewers that need to be addressed.

The first plan review comments meeting will be Thursday, January 24, 2008.

4. LAND DISTURBANCE PERMIT MINIMUM SUBMITTAL CHECKLIST

When submitting plans for review for a Land Disturbance Permit, provide **all** items listed below. If not applicable, please explain justification to plans intake personnel upon submittal. Incomplete applications **will not** be accepted into the review process.

FOR CITY OF JOHNS CREEK USE (to be initialed by Land Disturbance Permit Plans Intake personnel):

_____ All items are present. Land Disturbance Application will be submitted for review.

_____ All items are **NOT** present. Land Disturbance Application Submission **denied**.

Applicant **COJC** Please check each item only if complete and included

↓ ↓

- | | | | |
|-----|-----|-----|---|
| ___ | ___ | | 1. Completed Land Disturbance Permit Application and Submittal Fee |
| ___ | ___ | | 2. Approved Concept Plan from the City of Johns Creek (1 copy), if applicable |
| ___ | ___ | | 3. Provide seven (7) sets of plans, bearing the design professional's seal and signature. Maximum sheet size shall be 30" x 42". On the plans include: |
| ___ | ___ | A. | Minimum Required Sheets: |
| | | 1. | Cover sheet |
| | | 2. | Concept plan, if required |
| | | 3. | Zoning conditions and all applicable private agreements |
| | | 4. | Demolition plan, if required |
| | | 5. | Site plan |
| | | 6. | Drainage & Grading |
| | | 7. | Utility plan |
| | | 8. | Phased Erosion Control (initial, intermediate & final) |
| | | 9. | Sanitary sewer profiles |
| | | 10. | Storm pipe profiles |
| | | 11. | Standard details |
| | | 12. | Landscape and Tree Protection Plan |
| | | 13. | Site/Street Photometric Lighting Plan and Details |
| ___ | ___ | B. | Per GESA 12/31/06 requirement, provide GSWCC Level II Design Professional seal and number on the Cover Sheet and on the Phased Erosion Control Sheets. Provide the most current GSWCC Checklist if projects are ≥ 1 disturbed acre. |
| ___ | ___ | C. | Per NPDES, provide Letter/Statement of Certification of Pre-design site visit |
| ___ | ___ | D. | Provide project name/address; owner's name/address/phone; design firm name/address/phone/e-mail; 24 hour contact name/ <u>local</u> phone/e-mail on cover sheet and all E, S & P sheets. |
| ___ | ___ | E. | North arrow, State Plane GA West (on all sheets), total & disturbed acreage, and location map. Indicate scale (no less than 1"=10' or greater than 1"=100'), graphic scale. |
| ___ | ___ | F. | If this property is located within the Metropolitan River Protection Act Plan Area's 2000 feet Chattahoochee River Corridor (O.C.G.A. § 12-5-440 et seq.), provide as-built survey of any and all existing development, i.e., buildings, structures, etc. Plans should include Atlanta Regional Commission (ARC) assigned vulnerability categories and allowances for existing & proposed cleared & impervious areas. |
| ___ | ___ | G. | Engineer's Stormwater Management Report/Hydrology Report, (2 copies) and hydrology statement on plans |
| ___ | ___ | H. | Flood Study (2 copies if applicable) |
| ___ | ___ | I. | FEMA Flood Map (1998 or most current) shown on plans |
| ___ | ___ | J. | For permit revisions only: provide a letter attached to the plan(s) with a detailed, specific revision description. Also, update the revision block on all sheets. |

5. ENGINEERING FEE SCHEDULE

Review Fees		
CONCEPT PLANS	Use	Cost Per Unit
	Residential	\$350 plus \$5 per lot
	Commercial	\$350 plus \$5 per acre
LAND DISTURBANCE PERMIT	Use	Cost Per Unit
	Residential	\$350 plus \$20 per lot <i>Additional review fee of \$200 assessed for the second and subsequent re-submittal of plans</i>
	Commercial	\$350 plus \$20 per acre <i>Additional review fee of \$200 assessed for the second and subsequent re-submittal of plans</i>
FINAL PLAT	\$350 plus \$5 per lot	
MINOR SUBDIVISION	\$350	
Permit Fees		
CLEARING AND GRUBBING	\$350 administrative fee in addition to the applicable fees below	
LAND DEVELOPMENT	Inspection	Cost Per Unit
	Road Vert. & Sect.	\$16 per linear foot
	Curb and Gutter	\$6.50 per linear foot
	Base and Paving	\$25 per linear foot
	Commercial Driveway	\$0.75 per square foot
	Storm Drainage	\$20 per linear foot
	Wastewater	\$22 per linear foot
	Water Main	\$16 per linear foot
	Sidewalk	\$2 per square foot
	Administrative Fee of \$25	
	Erosion Control	Cost Per Unit
	Residential	\$200 per lot
	Other	\$700 per acre

5. ENGINEERING FEE SCHEDULE - Continued

Permit Fees		
LAND DEVELOPMENT	Permit Fees	Cost Per Unit
	Street Name Markers/Intersection	\$75 per intersection
	Traffic Signs/Intersection	\$65 per intersection
	Microfilming Fees	Cost Per Unit
	Standard Plan Sheet(s)	\$2 per sheet
	8.5" x 11" sheet(s)	\$0.25 per sheet
	Land Disturbance Permit	Fee
	LDP	\$125
	Fees for Land Disturbance Permits	
	Valuation	Fee
	\$1 to \$5,000	\$300
	\$5,001 to \$20,000	\$300 for the first \$5,000 and \$150 for each additional \$1,000, or fraction thereof
	\$20,001 to \$100,000	\$2,250 for the first \$20,000 and \$100 for each additional \$1,000, or fraction thereof
	\$100,001 to \$250,000	\$10,550 for the first \$100,000 and \$50 for each additional \$1,000, or fraction thereof
	\$250,001 to \$500,000	\$18,050 for the first \$250,000 and \$25 for each additional \$1,000, or fraction thereof
\$500,001 to \$1,000,000	\$24,300 for the first \$500,000 and \$15 for each additional \$1,000, or fraction thereof	
\$1,000,001 and up	\$31,800 for the first \$1,000,000 and \$10 for each additional \$1,000, or fraction thereof	

6. PRE-LDP SURETIES AND FEE REQUIREMENTS



To: All Land Disturbance Permittees
From: Department of Community Development
Date: January 1, 2010
Re: Pre-Land Disturbance Permit Fee & Bond Requirements

Performance Right of Way Improvements Surety

Prior to the final approval of the Land Disturbance Permit by the City of Johns Creek Community Development Department, a surety is required for the proposed right of way infrastructure improvements. The surety will be released upon installation and City approval of improvements *Development Regulations Article 7.1.7.*

Clear-Cutting/Tree Replacement Surety

If a potential development site proposes to clear cut all or the majority of the property, and saved existing trees cannot meet the required tree density for the site, or are less than the trees required to be planted, a surety may be required. The surety is a mechanism for the City to cover any potential cost associated with tree replacement on the site in the event of property abandonment. The required surety amount will be 125 percent (%) of the total cost for replanting trees to satisfy the tree density for the site. The owner can obtain a replacement cost from a plant nursery or base the surety on \$250.00 per two (2) inch caliper tree. The surety can be in the form of an Insurance Bond (A-6 or **better bond rating**), **Cashier's Check**, or **Letter of Credit and must be submitted prior to the issuance** of a land disturbance permit. Surety calculation forms and templates are available upon request.

City Code, Tree Preservation Ordinance Chapter 14, Article 8, Section 12

Erosion Control/Stabilization Surety

Every permit applicant shall be required to post a cash surety, irrevocable letter of credit, or insurance bond of \$3,000 per disturbed acre prior to the issuance of a land disturbance permit. The surety is a mechanism for the City to cover any potential costs associated with stabilization and compliance of all disturbed areas and stormwater infrastructure including, but not limited to, permanent grassing, desilting detention ponds, water bodies, stormwater facilities, roadways, reestablishing damaged buffers and similar or related items. This surety will be released upon approval of final stabilization from the Department of Community Development. Surety calculation forms and templates are available upon request.

City Code, Soil Erosion & Sedimentation Control Ordinance Chapter 14, Article 7, Section 6b(vii)

Local Issuing Authority Land Disturbance Fee

Every permit applicant proposing to disturb over one (1) acre shall be required to pay a \$40 per disturbed acre fee prior to the issuance of a land disturbance permit. This fee, in addition to other city permitting fees, is to be paid by the primary permittee as defined in the National Pollutant Discharge Elimination System state general permit.

City Code, Soil Erosion & Sedimentation Control Ordinance Chapter 14, Article 7, Section 6b(vi)

7. PERFORMANCE RIGHT OF WAY CALCULATION FORM



**PERFORMANCE RIGHT OF WAY IMPROVEMENTS
SURETY CALCULATION FORM**

QUANTITY AMOUNTS REQUIRED BELOW MUST BE PROVIDED AND VERIFIED BY THE DESIGN PROFESSIONAL AND/OR INSPECTOR OF RECORD
(Please Print)

PROJECT NAME (PHASE): _____

LDP#: _____ LAND LOT(S): _____ DISTRICT: _____

OWNER: _____

DESIGN PROFESSIONAL: _____

SURETIES: **Prior to the final approval of the Land Disturbance Permit** by the City of Johns Creek Community Development Department, a surety is required for the proposed right of way infrastructure improvements. The surety will be released upon installation and City approval of improvements (Development Regulations Article 7.1.7).

PAVING / TOPPING: Bid Cost _____ X 125% = \$ _____

SIDEWALKS Bid Cost _____ X 125% = \$ _____

PLANTINGS: \$250 x Number of 2 Inch Trees x 125% = \$ _____

of landscape trees: _____ \$450 x Number of 4 Inch Trees x 125% = \$ _____

\$20 x Number of 3 Gallon Shrubs x 125% = \$ _____

OTHER _____: _____ x _____ = \$ _____

SUB-TOTAL = \$ _____

SURETY AMOUNT = \$ _____

NOTE: All Performance Sureties must be in the form of a Cashier's Check or Letter of Credit which will be held in escrow until all required items are inspected and accepted by the City of Johns Creek Community Development Department.

CERTIFICATION AND SIGNATURE:

I hereby certify that the amounts calculated above are in accordance with the requirements of the City of Johns Creek Community Development Department.

Signature: _____ Date: _____

8. EROSION AND CLEAR CUT SURETY CALCULATION FORM



EROSION CONTROL/CLEAR CUT SURETY CALCULATION FORM

QUANTITY AMOUNTS REQUIRED BELOW MUST BE PROVIDED AND VERIFIED BY THE DESIGN PROFESSIONAL AND/OR INSPECTOR OF RECORD
(Please Print)

PROJECT NAME (PHASE): _____

LDP#: _____ **LAND LOT(S):** _____ **DISTRICT:** _____

OWNER: _____

DESIGN PROFESSIONAL: _____

SURETIES: All applicable sureties are required prior to the issuance of a Land Disturbance Permit by the City of Johns Creek Community Development Department.

EROSION CONTROL: (Disturbed Acreage) **\$3000/ACRE** x _____ **ACRES** = \$ _____

Every permit applicant shall be required to post a **cash surety, irrevocable letter of credit, or insurance bond** of \$3,000 per disturbed acre prior to the issuance of a land disturbance permit. The surety is a mechanism for the City to cover any potential costs associated with stabilization and compliance of all disturbed areas and stormwater infrastructure including, but not limited to, permanent grassing, desilting detention ponds, water bodies, stormwater facilities, roadways, reestablishing damaged buffers and similar or related items. This surety will be released upon approval of final stabilization from the Department of Community Development.
City Code, Soil Erosion & Sedimentation Control Ordinance Chapter 14, Article 7, Section 6b(vii)

TREE REPLACEMENT: **\$250 x Number of 2 Inch Trees x 125%** = \$ _____

OR

NURSERY ESTIMATE: (include purchase, delivery, and installation costs) = \$ _____

If a potential development site proposes to clear cut all or the majority of the property, and saved existing trees can not meet the required tree density for the site, a surety may be required. The surety is a mechanism for the City to cover any potential cost associated with tree replacement on the site in the event of property abandonment. The required surety amount will be 125 percent (%) of the total cost for replanting trees to satisfy the tree density for the site. The owner can obtain a replacement cost from a plant nursery or base the surety on \$250.00 per two (2) inch caliper tree. **The surety can be in the form of an Insurance Bond (A-6 or better bond rating), Cashier's Check, or Letter of Credit and must be submitted prior to the issuance of a land disturbance permit.**
City Code, Tree Preservation Ordinance Chapter 14, Article 8, Section 12

SURETY AMOUNT = \$ _____

DESIGN PROFESSIONAL / INSPECTOR CERTIFICATION AND SIGNATURE:

I hereby certify that the amounts calculated above are in accordance with the requirements of the City of Johns Creek Community Development Department.

Signature: _____ Date: _____

9. ASSIGNMENT OF NAMES AND ADDRESSES

Reviewed By: _____ Phone: _____

Applicant **COJC** *Please check each item only if complete and included*
 ↓ ↓

General

All addressing must conform to Chapter 7.3 of the City of Johns Creek Development Regulations.

Project Name

Accepted / Denied

- ___ ___ A. Proposed project name: _____
- ___ ___ B. Project name prominently displayed on the cover sheet and in the title block area on all sheets.
- ___ ___ C. Project address displayed on the cover sheet and in the title block area.
- ___ ___ D. Project LDP Permit Number displayed on the cover sheet.
- ___ ___ E. PIN(s) identified on cover sheet.

Project Street Name(s)

This section is only applicable when new streets are proposed for construction within the project. After the street names are approved and the LDP is issued, the street names will be reserved for **18 months**.

- ___ ___ A. List all proposed street names for research and confirmation (use additional sheet if necessary)
 - _____ Accepted / Denied
 - _____ Accepted / Denied
 - _____ Accepted / Denied
 - _____ Accepted / Denied
 - _____ Accepted / Denied
 - _____ Accepted / Denied
- ___ ___ B. Label proposed streets on sheets for location verification.

Project Street Number(s)

Project numbering will be assigned by the Community Development Department.

- ___ ___ A. Clearly label the street number and lot number for every lot including detention pond(s), common areas, etc.
- ___ ___ B. Corner lots: verify only one street number is assigned and labeled.
 - A. Provide the following Address Chart for any project that has two or more assigned/approved lot addresses. Utilize the "PHASE NO." column if the project has more than one building phase.

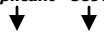
ADDRESS CHART

PHASE NO.	LOT	STREET NO.	STREET NAME	ACRES	SQ. FT.

10. LANDSCAPE AND TREE PROTECTION CHECKLIST

Reviewed By: _____ Phone: _____ Accepted / Denied

Applicant *COJC* Please check each item only if complete and included



Zoning Ordinances/Zoning Conditions Requirements

- ___ ___ A. If zoning conditions and/or community standards apply to tree protection or landscaping, show compliance.
- ___ ___ B. Provide Lighting Plan showing consistent with Section 4.9 of Zoning Ordinance.

Per Chapter 113, Article 10, Section 113-115 of the City of Johns Creek City Code, provide a separate sheet dedicated to a Tree Protection and Landscape Plan

- A. Tree Protection Plan may be submitted either as part of the landscape plan or as a separate drawing. Refer to the City of Johns Creek Tree Preservation Ordinance (Chapter 109, Article 7 of the City Code) and the Tree Administrative Guidelines for guidance.

Landscape Plan Requirements

- ___ ___ A. Include all required undisturbed buffers, landscape strips, and parking islands with the required dimensions. These requirements must be drawn and dimensioned on all sheets submitted for a permit.
- ___ ___ B. Include planting list with proposed plant material names (common and botanical), quantity, size, any special planting notes, and tree density unit value.
- ___ ___ C. Include planting details.
- ___ ___ D. All required landscape strips must be planted at a density so as to provide at least 60% spatial coverage in trees and shrubs, with no more than 40% grass, sod, or other ground cover. Minimum number of trees shall comply with the Tree Administrative Guidelines. **Show the calculations on the plan.**
- ___ ___ E. All required buffers must be planted or replanted to buffer standards unless existing conditions meet or exceed these standards.
- ___ ___ F. Detention Pond Requirements: A 20-foot wide landscape buffer planted to detention pond landscape buffer details shall be provided around the exterior of all detention areas adjacent to and outside of the required 10-foot wide access easement, or as may be approved by the City of Johns Creek Arborist. See the Tree Administrative Guidelines for standard details.
- ___ ___ G. Parking Islands must be provided as required by Conditional Zoning or Section 4.23.2 of the Zoning Ordinance. Parking islands must be planted with a minimum **2" caliper shade trees** as approved by the City Arborist. Parking Islands must be a minimum of 10 feet wide.
- ___ ___ H. Permanent structures cannot be permitted in landscape strips, parking islands, improvement setbacks or buffers, including but not limited to walls, fences, headwalls, drop inlets, catch basins, riprap, light fixtures, phone booths, etc. Monument signs, drainage structures, and sidewalks may be allowed with pre-approval in landscape strips only. Decorative walls or retaining walls shall be allowed in the landscape strip, provided that they are faced with brick or stacked stone to match the architectural building theme.
- ___ ___ I. Curb stops must be used to prevent vehicle overhang into required landscape strips and parking islands. One curb stop per parking stall is required.
- ___ ___ J. Live plant material shall be incorporated on or directly in front of all buildings.

Tree Protection Plan Requirements

- ___ ___ A. Include all tree protection zones and label all tree save areas (even in R.O.W., adjacent to sidewalk) and show areas of re-vegetation.

10. LANDSCAPE AND TREE PROTECTION CHECKLIST - Continued

- B. Indicate exact location of all specimen trees onsite as verified by a field run survey. On the site plan, include the size of each specimen tree and indicate whether the specimen tree is to be saved or removed.
- C. Healthy specimen trees impacted by land disturbance will have to be recompensed with a tree unit value that is equal to the value of the tree being removed. Replacement trees shall be 4" caliper or 2" caliper unit. If recompense trees are to be used towards density calculations, the unit value of a 2" caliper recompense tree is .35, exactly 1/2 that of a 4" tree. Provide recompense calculation on plan.
- D. Include limits of clearing and land disturbance such as grading, trenching, etc, where these disturbances may affect tree protection zones.
- E. Indicate the proposed locations of all underground utilities. Tree save areas cannot be considered in utility easements.
- F. Methods of tree protection shall be indicated for all tree protection zones, including tree fencing, erosion control, retaining walls, tunneling for utilities, aeration systems, transplanting, staking, signage, etc. Provide tree protection details.
- G. This plan should indicate staging areas for parking, materials storage and concrete washout because these areas might affect tree protection.
- H. The required site tree density factor must be satisfied. Provide density calculations on plans. Existing trees or stands of trees used in the density calculation must be indicated on the drawing. Flowering ornamental replacement trees may not be used in density calculations. Provide sampling area calculations or individual tree units.
- I. Replacement trees used in density calculations must be ecologically compatible with the intended growing site.

Clearly state the following notes on the Tree Protection/Landscape Plans

- A. Provisions for tree protection on the site shall be, as a minimum, in conformance with the requirements of the latest edition of the City of Johns Creek Tree Preservation Ordinance, Zoning Ordinance and administrative guidelines pertaining to tree protection.
- B. If the landscape design and plant material are changed from the permitted plan, three (3) sets of revised plans shall be submitted to the City of Johns Creek arborist's office for approval, prior to any landscape installation.
- C. All landscaping the project shall be completed prior to the issuance of certificate of occupancy. Contact the City of Johns Creek at 678.512.3200 for site inspection upon completion of landscape installation.

Clearly state the following notes on BOTH the Tree Protection/Landscape Plan and the Grading Sheet

- A. Contact the City of Johns Creek Land Development Inspector at 678.512.3200 to determine if a pre-construction meeting prior to any land disturbance is required. All required tree fence must be installed prior to this meeting.
- B. Undisturbed buffers shall be planted to buffer standards where sparsely vegetated or where disturbed due to approved utility crossings. Replanting is subject to City Arborist approval.
- C. Call Before You Dig (800) 282-7411

Stream Buffer Protection Standards

- A. All State Waters (as defined by O.C.G.A.12-7) require a minimum undisturbed vegetative buffer fifty (50) feet wide and an impervious setback of twenty-five (25) feet measured from the point of wretched vegetation on both sides of the stream or normal pool level (i.e. lake/pond).

11. HYDROLOGY STUDY / STORMWATER MANAGEMENT REPORT CHECKLIST

Reviewed By: _____ Phone: _____ Accepted / Denied _____

Applicant **COJC** *Please check each item only if complete and included*
↓ ↓

Existing Conditions Analysis

- ___ ___ A. Provide topographic map of existing conditions. Show the following on the map:
 - ___ ___ 1. Delineate drainage boundaries (including offsite areas draining onto site) and label/name each drainage area the same as each basin is labeled/named in calculations and tabulations appearing elsewhere in the report.
 - ___ ___ 2. Indicate acreage of each delineated drainage area.
 - ___ ___ 3. Indicate CN for each delineated drainage area.
 - ___ ___ 4. Indicate Tc for each delineated drainage area.
 - ___ ___ 5. Indicate runoff travel path and correlate to calculations determining Tc for each drainage area.
 - ___ ___ 6. Indicate land cover condition for each drainage area.
 - ___ ___ 7. Indicate all state waters and other surface water features.
 - ___ ___ 8. Indicate existing stormwater conveyances and structural control facilities.
- ___ ___ B. Provide a summary table of peak rates of runoff and velocities from each delineated drainage area for 1, 25, and 100 year storm events. Include in summary table for each drainage area the following data: label/name of drainage area, acreage, CN, Tc, gross rainfall amount for each storm event, and peak flow rate for each storm event (cfs). If channel protection requirements are waived also provide the peak rates of runoff for the 2, 5 and 10 year storm events.
- ___ ___ C. Provide time of concentration determination calculations for each drainage area.
- ___ ___ D. Provide Soil Classifications

Post Development Conditions Analysis

- ___ ___ A. Provide topographic map of developed conditions. Show the following on the map:
 - ___ ___ 1. Delineate drainage boundaries (including offsite areas draining onto site) and label/name each drainage area the same as each basin is labeled/named in calculations and tabulations appearing elsewhere in the report.
 - ___ ___ 2. Indicate acreage of each delineated drainage area.
 - ___ ___ 3. Indicate CN for each delineated drainage area.
 - ___ ___ 4. Indicate Tc for each delineated drainage area.
 - ___ ___ 5. Indicate runoff travel path and correlate to calculations determining Tc for each drainage area.
 - ___ ___ 6. Indicate land cover condition for each drainage area.
 - ___ ___ 7. Delineate and label/name each stormwater management facility.
 - ___ ___ 8. Indicate all outflow locations for each stormwater management facility.
 - ___ ___ 9. Indicate the location of any site design credits that are being utilized.
 - ___ ___ 10. Indicate the location of conservation areas.
- ___ ___ B. Provide a summary table of peak rates of runoff and velocities from each delineated drainage area for 1, 25, and 100 year storm events. Include in summary table for each drainage area the following data: label/name of drainage area, acreage, CN, Tc, gross rainfall amount for each storm event, and peak flow rate for each storm event (cfs). If channel protection requirements are waived also provide the peak rates of runoff for the 2, 5 and 10 year storm events.

11. HYDROLOGY STUDY / STORM WATER MANAGEMENT REPORT CHECKLIST

- C. Provide a summary table of developed peak rates of runoff vs. existing peak rates of runoff for each drainage area. Demonstrate no increase in peak rates of runoff for 1, 25 or 100 year events for each drainage area. If channel protection requirements are waived also provide the peak rates of runoff for the 2, 5 and 10 year storm events.
- D. Provide tabular hydrograph output for drainage area(s) draining to each stormwater management facility for the 1, 25, and 100 year events.
- E. Provide calculations for the channel protection volume and demonstrate a minimum extended detention time of 24 hours for the 1 year storm event.
- F. Provide water quality enhancements designed to provide treatment for the runoff from 1.2 inches of rainfall. Water quality facilities shall be designed to the standards provided in the Georgia Stormwater Management Manual, a copy of which is available at <http://www.georgiastormwater.com>.
- G. Provide details of all water quality facilities. Provide planting plans when applicable.
- H. Provide a copy of the Stormwater Quality Site Development Review Tool. [Download the Stormwater Quality Site Development Review Tool](#). Also available from www.northgeorgiawater.com.
- I. Provide tabular hydrograph output for outflow (routing) of each stormwater management facility for the 1, 25, and 100 year events. If channel protection requirements are waived also provide the peak rates of runoff for the 2, 5 and 10 year storm events.
- J. For any bypass area hydrograph that is combined with a stormwater management facility outflow hydrograph, provide the tabular hydrograph output for the bypass area for the 1, 25, and 100 year events. Provide the tabular hydrograph output for each combined hydrograph. If channel protection requirements are waived also provide the peak rates of runoff for the 2, 5 and 10 year storm events.
- K. Provide time of concentration determination calculations for each drainage area.
- L. For each stormwater management facility provide Stage/Storage/Outflow tabulation and outlet configuration data used for routing for each stormwater management facility.
- M. Provide details for outlet control structures/devices for each stormwater management facility on plans and in stormwater management report. Ensure details on plans agree with details in report. Label structures so plans and details in report and on plan can be easily correlated.
- N. Provide details for trash racks or anti-clogging devices. Openings on trash racks should be a maximum of 50% of the size of the smallest opening to be protected.
- O. When Natural Area Conservation Easements are proposed provide easement documentation and clearly delineate on the plans and exhibits contained in the hydrology study.

Post Development Downstream Analysis

- A. Provide analysis of downstream conditions at each point or area along project boundary at which runoff will exit the property. Direct discharge of stormwater to an acceptable watercourse, (i.e. **existing creek, swale, ditch, drainage system, etc...**) **Provide calculations to show the adequacy of receiving waters immediately downstream of the project site.**
- B. Extend analysis of downstream conditions to include all portions of the downstream conveyances between the site and the point where the site area is 10 percent of the total basin area.
- C. Compare capacity vs. designed flows for each downstream conveyance between site and 10% point. The analysis should include the timing of all flows at each confluence point.
- D. Provide a downstream sediment assessment for existing conditions. Assessment may be in the form of survey data or photographs provided the photographs show an accurate determination of existing sediment levels downstream.

11. HYDROLOGY STUDY / STORM WATER MANAGEMENT REPORT CHECKLIST

Minimum Hydrology Design Parameters

- ___ ___ A. Existing condition, pervious vegetated areas maximum CN = 55.
- ___ ___ B. Existing condition time of concentration determination shall be in accordance with Section 2.1.5.6 in the Georgia Stormwater Management Manual (GSMM). Sheet/Overland flow lengths less than 100 feet used in GSMM equation 2.1.9 shall be justified in stormwater management report. Use of existing time of concentrations greater than calculated in accordance with GSMM 2.1.5.6 is acceptable.
- ___ ___ C. Minimum freeboard for above ground earthen stormwater management facility dams is 2 feet.
- ___ ___ D. Minimum freeboard for concrete stormwater management containment facility is 1 foot.

Hydrology and Drainage Items

- ___ ___ A. Show a 20ft, graded (max 16% slope) and stabilized access easement to all stormwater management facilities from a location of public vehicle access. Adequate access should be **extended to all portions of the facility, i.e. pipe outlets, forebays, outlet structures, etc...** No facility shall be completely walled without providing adequate access to the bottom of the facility.
- ___ ___ B. Provide a 20ft landscape strip as required by the City Arborist around the exterior of all detention areas adjacent to and outside the required 10 ft access easement.
- ___ ___ C. If side slopes for the stormwater facility are steeper than 4:1 show a six foot high security fence with a 10 ft access gate outside of the ten foot access easement around each detention pond. Show the location of the access gate.
- ___ ___ D. Provide Standard 908 Detail for Earth Fill for Detention Ponds or other detail that meets the minimum standards inherent in Standard 908.
- ___ ___ E. State the Water Quality Volume, the Channel Protection Volume, the 25-year volume, and the 100-year volume on the plans. State the Water Quality elevation, the Channel Protection elevation, the 25-year elevation and the 100 year elevation on the plans in accordance with GA Stormwater Management manual.
- ___ ___ F. Eliminate proposed concentrated discharge from site where existing condition is sheet flow.
- ___ ___ G. When serving more than three lots, detention ponds shall be located on a separate parcel where no home can be constructed.
- ___ ___ H. Lowest floor elevation adjacent to a stormwater management facility shall be a minimum of 3 feet above the 100 year flood elevation within the facility.
- ___ ___ I. Provide **design engineer's professional seal, signature and date on plans and report. Signature and date shall be handwritten as required by the Georgia Board of Professional Engineers 180-12.02 (3) and (5).**

12. STORMWATER PLAN REVIEW CHECKLIST

Reviewed By: _____ Phone: _____ Accepted / Denied _____

Applicant **COJC** Please check each item only if complete and included

Drainage Review Requirements

- ___ ___ A. Minimum culvert size shall be 18" and maximum velocity shall be 15 ft. /sec.
- ___ ___ B. Locate catch basins with 600 feet maximum spacing, designed for 25-year storm with a maximum gutter spread of 8 feet for collector or arterial streets and 10 feet for local streets.
- ___ ___ C. Show nearest existing catch basin and/or drop inlets that receive water from this development.
- ___ ___ D. Provide design calculations for all storm drainage pipes. Storm drainage pipes shall be designed for 25-year storm frequency.
- ___ ___ E. Culverts beneath roads shall be designed to convey the 100-year storm. Show analysis/effects of 100 year storm.
- ___ ___ F. Provide design calculations for all ditches and channels. Ditches and channels shall be designed for 25-year storm frequency.
- ___ ___ G. Provide back water effect due to constriction of pipes in ditches or swales. Limit backwater to within the property.
- ___ ___ H. Storm Drainage Plan
 - ___ ___ 1. Show existing and proposed contours, clearly distinguishable.
 - ___ ___ 2. Identify drainage structures as existing or proposed.
 - ___ ___ 3. Show drainage easements drawn with width dimensions specified. Easement width shall be based on the pipe diameter (span) plus 2 feet, plus two times the pipe invert depth. This value shall be rounded up to the nearest 5 feet. Minimum D.E. width is 20.
 - ___ ___ 4. Delineate and label any flood zone within the site.
 - ___ ___ 5. Label roadway highpoints on the center line of the roadway.
 - ___ ___ 6. Show the limits of proposed construction to be permitted.
 - ___ ___ 7. Clearly note this statement on plans:
Call Before You Dig (800) 282-7411
 - ___ ___ 8. Profile all existing/proposed storm pipes above which land disturbance will occur.
 - ___ ___ 9. Reference all storm drainage structures (i.e., catch basins, drop inlets, headwalls, etc.) to Johns Creek or other standard (GDOT, etc.) or provide complete detail(s) if not a public standard.
 - ___ ___ 10. Storm drainage structures are not allowed within the radius of a curb.
 - ___ ___ 11. Provide outlet velocity at outlet structures (i.e. storm drainage profile).
 - ___ ___ 12. Storm drainage structures shall discharge into natural draws or drainage channels/swales.
 - ___ ___ 13. For all permit revisions, submit a letter stating the proposed changes. These changes should be highlighted on all sheets affected.

Storm Drainage Pipe Design

- ___ ___ A. 30" maximum cross drain pipe draining through GDOT standard catch basins or drop inlets. When larger diameter is required, provide design and detail of all structures.
- ___ ___ B. Storm drain cross section:
 - ___ ___ 1. Minimum pipe cover:

12. STORMWATER PLAN REVIEW CHECKLIST - Continued

- ___ ___ a. Storm drains: 18 inches outside roadway, 36 inches within roadway (Ref. FC Standard 524).
- ___ ___ b. Berming or trenching is not allowed to achieve minimum or maximum cover.
- ___ ___ 2. Minimum pipe slopes:
 - ___ ___ a. Concrete or smooth walled HDPE 0.5%
 - ___ ___ b. CMP 1.0%
- ___ ___ C. All storm crossings under public roadways shall be reinforced concrete pipe (RCP), class per Fulton County Standard 521.
- ___ ___ D. Storm pipe material types, directional changes, slope changes, or transitions are permitted only at drainage structure with surface access (i.e., junction box with manhole, catch basin, etc.). Concrete collars are not acceptable at transitions.
- ___ ___ E. Show size, material type, class or gauge, percent slope, and length of all pipes.
- ___ ___ F. Provide invert elevations and top elevations of drainage structures.
- ___ ___ G. Maximum allowable slope is 10% for RCP and 14% for CMP. Anchor collars may be ~~are~~ required on storm pipes when the slope exceeds these standards.
- ___ ___ H. Cite GDOT Standard for storm sewer pipes (CMP pipe shall be fully-coated or aluminized Type II with a paved invert.)
- ___ ___ I. When serving more than three lots, detention ponds shall be located on a separate parcel where no home can be constructed.
- ___ ___ J. The starting tailwater elevation for Hydraulic Grade Line Calculations (HGL) shall be the greater of the 25 year peak water surface elevation at the discharge point or 0.8 times the diameter of the outlet pipe.
- ___ ___ K. The maximum hydraulic grade line elevation shall be 1 foot below ground elevation or the top of the pipe, whichever is lower.

Ditches and Swales

- ___ ___ A. All proposed swales and ditches shall have cross sections, centerline profiles, flow rates, and velocities shown on plans.
- ___ ___ B. If velocity in ditch is greater than 3 ft. /sec., ditch invert shall have a non-erodible material.

Storm Drain Structures

- ___ ___ A. Show drainage area, Q25 and headwater elevation at the inlet of all storm drain structures (include accumulative areas and Q's, and longitudinal system).
- ___ ___ B. Indicate the type and GDOT standard number for inlet and outlet structures of all pipes.
- ___ ___ C. All pre-cast manholes shall be provided with a minimum of 9 inches clearance on each side of connecting pipe between all cut-outs or penetrations.
- ___ ___ D. Use online catch basins except for cul-de-sac applications in which one foot offset is required.
- ___ ___ E. Show concrete spillway at the end of curb and gutter (Ref. GDOT Standard 9013, Type III) where applicable.
- ___ ___ F. Use concrete flared end sections at driveway crossings within the right-of-way and other applications adjacent to vehicular traffic (Ref. GDOT Standard 1120).

13. CITY OF JOHNS CREEK EROSION CONTROL CHECKLIST

City of Johns Creek Erosion Control Plan Requirements (provide most current GSWCC Checklist on plans if >1 disturbed acre.)

- ___ ___ A. Clearly state the following notes on the plans:
 - ___ ___ 1. Prior to any other construction, a stabilized construction entrance shall be constructed at each entry to or exit from the site.
 - ___ ___ 2. The construction exits shall be maintained in a condition which will prevent tracking or flow of mud on to public right-of-way. This may require periodic top dressing with stone, as conditions demands, and repair and/or clean-out of any structures used to trap sediment. All materials spilled, dropped, washed, or tracked from vehicle onto public roadway or into storm drain must be removed.
 - ___ ___ 3. Provide GPS coordinates at construction exit as required on the Notice of Intent under the NPDES Application.
 - ___ ___ 4. Prior to commencing land disturbance activity, the limits of land disturbance shall be clearly and accurately demarcated with stakes, ribbons, or other appropriate means. The location and extent of all authorized land disturbance shall occur within the approved limits indicated on the approved plans.
 - ___ ___ 5. Immediately after the establishment of construction entrances/exits, all perimeter erosion control devices and storm water management devices shall be installed prior to any other construction.
 - ___ ___ 6. Owner agrees to provide and maintain off-street parking on the subject property during the entire construction period.
 - ___ ___ 7. The contractor shall furnish and maintain all necessary barricades while roadway frontage improvements are being made.
 - ___ ___ 8. The construction of the site will initiate with the installation of erosion control measures sufficient to control sediment deposits and erosion. All sediment control will be maintained until all up stream ground within the construction area has been completely stabilized with permanent vegetation and all roads/driveways have been paved.
 - ___ ___ 9. Failure to install, operate or maintain all erosion control measures will result in all construction being stopped on the job site until such measures are corrected consistent with the City of Johns Creek Erosion Control Ordinance.
 - ___ ___ 10. A copy of the approved land disturbance plan and permit shall be present on the site whenever land disturbance activity is in progress.
 - ___ ___ 11. All sewer easements disturbed must be dressed and grassed to control erosion.
- ___ ___ B. Delineate a 50 foot undisturbed natural vegetative buffer, measured horizontally, on both banks of the stream as measured from the point of wrested vegetation in accordance with the Johns Creek Stream Buffer Protection Ordinance. No septic facilities permitted within the buffer.
- ___ ___ C. Delineate a 25 foot impervious setback, measured horizontally, beyond the 50 foot undisturbed natural vegetative buffer, in which all impervious cover is prohibited. Grading, filling, and earthmoving shall be minimized within the setback. (Ref: City of Johns Creek Stream Buffer Protection Ordinance) No septic facilities permitted within the setback.
- ___ ___ D. Site is within 2000 feet of the banks of the Chattahoochee River. Demonstrate compliance with the Metropolitan River Protection Act and the Chattahoochee Corridor Plan. Refer to separate checklist for ARC/MRPA River Corridor Certificate.
- ___ ___ E. Per Johns Creek Zoning Ordinances 34.4.1.G.7, siltation study may be required.
- ___ ___ F. Provide statement on the plans stating whether State Waters are, or are not, onsite or within 200 feet of the site. If State Waters are within 200 feet of the site, depict location of State Waters.

14. FLOODPLAIN CHECKLIST

Reviewed By: _____ Phone: _____ Accepted / Denied

Applicant **COJC** *Please check each item only if complete and included*

General (all projects)

- ___ ___ A. Provide FEMA Flood Insurance Rate Map (FIRM) excerpt on the cover sheet for the subject site development plans on which the site is delineated.
- ___ ___ B. Provide statement below FEMA FIRM excerpt on cover sheet of plans:
"This site [is/is not] located within a zone [A, AE, shaded zone X] as defined by FIRM Community Panel Number 13121C _____ for unincorporated Fulton County, Georgia. (Use June 22, 1998 or most current map)."

If Flood Zone AE, Zone A and/or shaded Zone X within site:

- ___ ___ A. Clearly delineate flood zone extents and both the existing and proposed 100 year flood elevations on plans.
- ___ ___ B. Provide project benchmark with elevation, tied to Johns Creek or Fulton County G.I.S. monument. Use N.G.V.D. or Mean Sea Level Datum.
- ___ ___ C. If the proposed work encroaches within Zone AE, A or X. The following is required:
 - ___ ___ 1. **Professional Engineer's certification that the proposed work will not:**
 - ___ ___ a. raise the base flood elevation outside of the property limits
 - ___ ___ b. reduce the flood storage capacity in the flood plain (fill placed within floodplain must be compensated and all cut areas must gravity drain to watercourse);
 - ___ ___ c. impede the movement of flood waters;
 - ___ ___ d. change the flow characteristics of the flood waters; and
 - ___ ___ e. create hazardous or erosion-producing velocities.
 - ___ ___ 2. Flood study, prepared and certified by Professional Engineer, which determines both the existing and proposed extents and elevations of the flood zone.
 - ___ ___ 3. At the request of Johns Creek, provide application to FEMA for a conditional FIRM revision to be submitted to FEMA.
- ___ ___ D. Locate all flood study sections on the plans and state the existing and proposed flood elevations at each section.
- ___ ___ E. Provide a RECORDED copy of the Johns Creek Flood Plain Indemnification Agreement.

General

- ___ ___ A. State the "lowest floor elevation" including basement and attached garage for each lot affected by the floodplain. Note: lowest flood elevation shall be a minimum of 3 ft. above the 100 year storm elevation.
- ___ ___ B. Per Floodplain Ordinance, certify and submit calculated areas to demonstrate that no lot area has less than 50% of the minimum lot area (as established by the applicable zoning district regulations) above the base flood elevation, and/or no less than 70% of the buildable land area of any lot lies above the base flood elevation by a minimum of one foot.
- ___ ___ C. Clearly state the following notes on the cover sheet and construction plans:
 - ___ ___ 1. The flood zone(s) _____ shown hereon are based on the Fulton County Community Panels (FIRM) [Numbers/Numbers] 13121C _____.
 - ___ ___ 2. The base flood (IRF) elevations shown hereon are based on the flood elevation study by _____, (signature, seal, date of design professional.);

14. FLOODPLAIN CHECKLIST - Continued

The base flood (IRF) elevations shown hereon are based on the flood insurance studies for Fulton County and unincorporated Fulton County.

- ___ ___ 3. All construction including grading and filling within the floodplain shown hereon shall be in conformance with the Johns Creek Floodplain Ordinance.
- ___ ___ 4. All cut and fill within the floodplain shall be field verified and certified by a Professional Engineer.
- ___ ___ 5. All intermediate regional floodplain shall be field located and staked prior to encroachment within them. Such location shall be maintained clear and visible throughout construction and final approval.
- ___ ___ 6. When utility (storm drains, sewers, etc.) construction is within a floodplain:
 - ___ ___ a. The contractor shall restore the floodplain to the original condition and grade immediately upon completion.
 - ___ ___ b. Upon completion of restoration, a Professional Engineer shall certify in writing to the Community Development Department that all work is complete and the floodplain restored.
- ___ ___ 7. When any construction borders a floodplain:
 - ___ ___ a. The contractor shall restore the floodplain to the original condition and grade immediately upon completion.
 - ___ ___ b. Upon completion of restoration, a Professional Engineer shall certify in writing to the Community Development Department that all work is complete and the floodplain restored.
- ___ ___ 8. The lowest floor elevation includes basement and attached garage and shall be a minimum of 3 ft. above the 100 year storm elevation.
- ___ ___ C. Show the limits of construction and the quantities of cut/fill proposed within the floodplain on the construction plans. Show a grading plan with quantities and proposed contours for the area where the compensating cut is to be made. When fill or cut is proposed within a floodplain, a plan and profile based on field run cross sections shall be submitted as part of the land disturbance permit. The horizontal and vertical scales shall be such that the contractor can clearly determine the extent and amount of work and such as to facilitate the engineer in submitting the required certification.
- ___ ___ D. Any disturbance of 50 foot Johns Creek Stream **or the additional 25' non-impervious setback** must receive approval from the City of Johns Creek - Board of Zoning Appeals. See the Stream Buffer Protection Ordinance for the minimum requirements for requesting a variance.
- ___ ___ E. Disturbance of the 25 foot State of Georgia buffer requires a variance from the GA DNR-Environmental Protection Division.

15. FIRE DEPARTMENT CHECKLIST

Reviewed By: _____ Phone: _____ Accepted / Denied _____

Applicant **COJC** Please check each item only if complete and included

City of Johns Creek Fire Department

The numbers that follow worksheet statements represent an IFC code section unless otherwise stated.

Access

- A. The required fire department access roads is a minimum unobstructed 20 ft. in width and 13 ft. 6 in. clear height, IFC 503.2.1. Check with local or state requirements that may have street planning regulations that supersede the IFC requirements.
- B. "No Parking Fire Lane" signs are provided at AHJ prescribed locations, IFC 503.3.
- C. Required fire department access roads are designed to support an apparatus with a gross axle weight of 75,000 lb, engineering specifications are provided, IFC App D102.1.
- D. Required fire department access roads are an all weather driving surface such as asphalt, concrete, chip seal (oil matting), or similar materials, IFC 503.2.3.
- E. The proposed building does have an emergency vehicle access road within 150 ft. of any exterior portion of the structure, if not, a fire department access road must be provided, IFC 503.1.1.
- F. The grade for required fire department access road does not exceed 10 percent unless approved by the Chief, Appendix D103.2.
- G. A local jurisdiction alternative to the 10 percent grade restriction could be the following: If the grade exceeds 10 percent, the first portion of the grade shall be limited to 15 percent for a length of 200 ft. and then 15 percent to 20 percent for a maximum of 200 ft., repeat the cycle as necessary unless the building is sprinklered.
- H. No access drive grades are greater than 10 percent if Appendix D is applicable at the local level, Appendix D 103.
- I. The access road design for a maximum grade conforms to specifications established by the fire code official, IFC 503.2.7.
- J. The dead-end fire department access roads (s) in excess of 150 ft. is provided with a turn-around, IFC 503.2.5.
- K. The turn-around cul-de-sac has an an approved inside and a outside radius, e.g. 30 ft. 50 ft. respectively, a hammerhead design is a minimum 70 ft. L x 20 ft. W, or another approved design may be used, IFC 503.2.4.
- L. The turning radius for emergency apparatus roads is 30 ft. inside and 50 ft. outside radius or as approved by the code official.
- M. Fire department access roads shall be constructed and maintained for all construction sites, IFC 1410.1.
- N. Dead-end streets in excess of 150 ft. resulting from a phased project are provided an approved temporary turnaround, IFC 503.2.5.

Hydrants and FDC's:

An in-depth plan review for private hydrants and private water mains will occur during the project plan review phase.

- A. A fire flow test and report is provided to verify that the fire flow requirement is available.
- B. Water mains and pipe sizes are detailed on the site plan, IFC 508.1.
- C. All water mains and hydrants shall be installed and operate as soon as combustible materials arrive on a construction site, IFC 1412.1.

15. FIRE DEPARTMENT CHECKLIST - Continued

- ___ ___ D. The nearest hydrant(s) to the project structure and/or property road frontage are shown on the plan.
- ___ ___ E. No fire service mains shall be of a pipe smaller than a nominal 8 inch diameter when used:
 - ___ ___ a. to supply more than one hydrant, or
 - ___ ___ b. to supply one hydrant and automatic extinguishing system, or
 - ___ ___ c. to supply one hydrant on a dead-end main over 500 feet.
- ___ ___ F. In no case shall a dead end main(s) exceed 600 feet in length for main sizes less than 10 inches. GA Safety Fire Commissioner, 120-3-3, NFPA 24.
- ___ ___ G. Fire Department connections shall be on the street side of buildings and so located and arranged that hose lines can be readily and conveniently attached to the inlets without any interference. They shall also be free standing at approved location by the Fire Department. NFPA 24.
- ___ ___ H. A fire hydrant shall be located within 400 feet of the most remote portion of the building and maintain a 3 foot clearance around the hydrant. IFC 2006 Section 508.
- ___ ___ I. If new hydrants are installed they shall be placed a minimum of 40 feet from the building and be installed according to the specifications of Fulton County Water Systems. NFPA 24.
- ___ ___ J. The center of the hose outlet shall be not less than 18 inches above the final grade. NFPA 24.
- ___ ___ K. Hydrants shall not be placed near retaining walls where there is a danger of frost through the walls. NFPA 24.
- ___ ___ L. Hydrants shall be protected from mechanical damage. The means of protection shall be arranged so that it will not interfere with the operation of the hydrant (3 feet clearance). NFPA 24.

Miscellaneous

- ___ ___ A. Handicap ramp landings shall have level landings at the top and bottom of each ramp and each ramp run. They shall have the following features:
 - ___ ___ a. The landing shall be at least as wide as the ramp run leading to it,
 - ___ ___ b. The landing length shall be a minimum of 60 inches clear,
 - ___ ___ c. If the ramp changes direction at landings, the minimum landing size shall be 60 inches by 60 inches.
- ___ ___ B. Transformer Pads
 - ___ ___ a. The landing shall be at least as wide as the ramp run leading to it.
 - ___ ___ b. Transformer pad locations shall be a minimum of **10'-0"** from any walkway, balcony, building overhang, canopies, exterior walls, and exterior stairs.
 - ___ ___ c. **Transformer pad edges shall be no less than 14'-0"** from any door way.
 - ___ ___ d. **Transformer pad edges shall be no less than 10'-0"** from any window or other opening.
 - ___ ___ e. **If the building has an overhang, the 10'-0"** clearance shall be measured from a point below the edge of the overhang.
 - ___ ___ f. Fire escapes, outside stairs, and covered walkways attached to or between buildings, shall be considered as part of the building.
 - ___ ___ e. Pad locations shall be no less than **3'-0"** from any solid wall of non-combustible construction with no overhang.

Ga. Safety Fire Commissioner, 120-3-3, NFPA 70

16. TRANSPORTATION CHECKLIST

Reviewed By: _____ Phone: _____ Accepted / Denied _____

Applicant **COJC** Please check each item only if complete and included

Georgia Department of Transportation (GDOT)

- ___ ___ A. GDOT Driveway Permit Number - This development accesses on a road maintained by GDOT and/or a City road with a currently programmed state improvement project. Provide GDOT driveway permit number and approval. No Land Disturbance Permit will be issued showing roadway improvements until GDOT plans and approval are presented to Johns Creek Department of Community Development.
- ___ ___ B. GDOT right-of-way (R.O.W.) Dedication and Reservation - Plans must show GDOT mandated R.O.W. dedications and reservations for all projects adjacent to any road maintained by GDOT and/or any City road with a currently programmed state improvement project.

Manual of Uniform Traffic Control Devices (MUTCD) Traffic Control Plan

- ___ ___ A separate sheet dedicated to a Traffic Control Plan should be submitted with the Land Disturbance Permit approval drawings if the improvements associated with the development will create the need for supplemental road improvement, signing, or striping of a City road which will either be accessed **on or dedicated by the development. The plan should be at a scale of between 1" = 20' and 1" = 60'**, contain a location map and north arrow. It must include all warning devices, barricades, signage, and operational changes to all affected roads, including any necessary detour routes. All work zone signage and marking must conform to the MUTCD.

American Association of State Highway Transportation Officials (AASHTO) Compliance

- ___ ___ All road designs shall conform to AASHTO and these checklist items as a minimum. Revise plans to conform to AASHTO requirements noted in the review.

Curb Cuts

- ___ ___ A. Show all existing and proposed curb cuts which are within 300 feet of proposed driveway(s) along property frontage.
- ___ ___ B. Dimension distance from centerline of project curb cuts to existing and/or proposed curb cuts.
- ___ ___ C. Show angle of incidence of centerline of driveway and entrance, with centerline of road.
- ___ ___ D. Show width of driveway entrance from back of curb to back of curb. Driveway widths must conform to Fulton County Driveway Manual and Standard Details.
- ___ ___ E. Show concrete apron per Johns Creek Standard Details. For private residential street entrances and commercial and industrial entrances; add this detail to your plans.
- ___ ___ F. Show right-in/right-out only curb cut design per Johns Creek Standard Details; add this detail to your plans.
- ___ ___ G. Show any proposed walls and/or fences along the property frontage. No portion of the fence or **wall may be closer than 3' to the** R.O.W. line. If the fence is located within the R.O.W. reservation, an agreement must be filed, before LDP issuance, that the fence will be removed at no cost to the City at any future time that the City may purchase the reservation. Such agreement must be filed with the City Clerk and the Department of Public Works, and tied to the property deed.
- ___ ___ H. Show separate dimensioned entrance detail for all gated entrances.

16. TRANSPORTATION CHECKLIST - Continued

Roadway Construction/Drainage

- ___ ___ A. Show proposed improvement(s) on City roads dimensioned from legal centerline of road. Include deceleration, left turn lanes, road widening, and other improvements as required by Johns Creek Driveway Manual. All improvements must conform to Johns Creek Standard Details.
- ___ ___ B. Show how the proposed road improvement(s) will be tied into the existing conditions, on the City road at the limits of the properly frontage with the adjacent parcel(s).
- ___ ___ C. Show roadway widening per Johns Creek Standard Details, if required; add the appropriate detail to your plans.
- ___ ___ D. Show concrete with topping construction detail when roadway widening is less than four feet, per Johns Creek Standard Detail.
- ___ ___ E. Show curb and gutter improvements on all frontages, per Johns Creek Standard Details; add the appropriate detail to your plans.
- ___ ___ F. Show sidewalks as required per Johns Creek Subdivision Regulations, and Johns Creek Standard Details; add this detail to your plans.
- ___ ___ G. Show drainage flow lines, minimum slopes, high points and low points with spot grades along your road frontage.
- ___ ___ H. Show internal roadway cross-sections and widths per Johns Creek Standard Details; add the appropriate detail to your plans.

Signing/Striping

- ___ ___ A. Show legal centerline of all existing and proposed City roads. Show speed limits for all roads (existing and proposed); locate any adjacent speed limit signs; label proposed as future public or private.
- ___ ___ B. Show deceleration lane(s) striping and signage, if required. Show signing and striping on the plans per Johns Creek Standard Details and the MUTCD.
- ___ ___ C. Show left turn lane(s) striping and signage, if required. Show signing and striping on the plans per Johns Creek Standard Details and the MUTCD.
- ___ ___ D. Show striping plan for frontage resurfacing. Show signing and striping on the plans per Johns Creek Standard Details and the MUTCD.

Intersection Sight Distance Profile

- ___ ___ Show intersection sight distance (not to be confused with stopping sight distance) of each proposed intersection entrance, street or driveway. Intersection sight distance is determined with an assumed **height of driver's eye of 3.5 feet and an assumed height of object of 3.5 feet** when measuring in the vertical plane. When measuring in the horizontal plane, the intersection sight distance is determined **with an assumed driver's eye location from a point 4' offset from the centerline and 15' from the edge of closest travel lane** to a point along the centerline of the closest oncoming travel lane. When measuring in either plane, the line of sight must remain in the proposed standard dedicated R.O.W. and may not be obstructed by monuments, walls, fences, trees, hedges or other visual impediments / obstructions.

Right of Way / Utilities

- ___ ___ A. Show proposed R.O.W. dedication and reservation, dimension from centerline.
- ___ ___ B. Show a 10.5 foot R.O.W. shoulder dimensioned from the back of curb of all road improvements, if the road improvement plus 10.5 feet will be greater than the proposed R.O.W. dedication.
- ___ ___ C. Show R.O.W. miter at external street intersections of at least 20 feet radius. Ensure intersection site distance, free of obstructions, is provided.

16. TRANSPORTATION CHECKLIST - Continued

- D. All utility locations must conform to Johns Creek Standard Details; add this detail to your plans.
- E. Show R.O.W. widths for all proposed streets and cul-de-sacs per Johns Creek Standard Details, Subdivision Regulations, and Driveway Manual.

Vertical Alignment (for internal streets)

- A. **Minor street (44' R.O.W.)** = 14% maximum grade. All grades exceeding 12% shall not exceed a length of 250 feet.
- B. Show minimum centerline profile and longitudinal gutter slopes with grade of at least 0.5 percent when used as a tangent.
- C. Show minimum Vertical curve lengths, per Johns Creek Subdivision Regulations.
- D. Show compliance with Johns Creek Subdivision Regulations for leveling course design at approaches to an intersection.

Horizontal Alignment (for internal streets)

- A. Show minimum horizontal centerline curve radius, per Johns Creek Subdivision Regulations.
- B. Show minimum tangent lengths between reverse horizontal curves of 50 or 100 feet, per Subdivision Regulations.
- C. Show desired ninety degree angle of incidence between intersections, per Subdivision Regulations.

Notes

Clearly state the following notes on the plans prior to approval:

- A. New pavement / surfacing is required across all property frontages to existing centerline, to be installed per Johns Creek Standard Details or as additionally directed by Johns Creek Traffic Engineer:
- B. All traffic control and warning devices must be shown and placed per MUTCD.
- C. Temporary traffic control and warning devices shall be placed prior to the commencement of any road improvement work on City roads and shall remain in place until the conclusion of all signing and striping work.
- D. All signs shall conform to the MUTCD Standards and Johns Creek for color, size, reflectivity, height, and placement.
- E. Striping (white and yellow) and arrow marking shall be applied using GDOT standards for thermoplastic striping.
- F. When necessary, existing striping shall be removed by grinding, unless specified by Johns Creek Traffic Engineer.
- G. All final signage must be installed concurrently with the performance of the striping work.
- H. Contact the Johns Creek Traffic Engineer (678-512-3200) one week prior to commencement of any striping work.
- I. Clearly note this statement on plans:
Call Before You Dig (800) 282-7411

Signal Permit

- Include separate signal plans if a signal is required for this development. Signal plans must be submitted to, but not necessarily approved by, Johns Creek Public Works prior to the Transportation sign-off for LDP. The signal plan checklist is available on our website at www.JohnsCreekGA.gov

17. PRE-CONSTRUCTION MEETING INFORMATION

All Land Disturbance Permittees need to schedule a **pre-construction meeting** with the Land Development Inspections Division prior to any major site activity. These onsite pre-construction meetings provide an opportunity to meet the Johns Creek site inspectors, discuss city regulations, enforcement protocol, project expectations, and identify critical areas that may require special attention during development.

The pre-construction meeting will be held onsite prior to any land disturbance activity or after the initial perimeter sediment controls are installed. If possible, the developer/owner, design engineer, and site contractors should be present. The Land Disturbance Permit (LDP) will be presented after the meeting.

Items that will be discussed during the meeting include:

- Initial erosion & sediment controls (E&SC), tree save, installation sequencing (Sd3, Re, etc.)
- State waters, buffers, and wetlands delineation
- Construction exit (Co) and LDP/site plan location
- Temporary vegetation (14 day rule) and dust control (Du)
- Conditions of Zoning
- Site inspections and enforcement procedures
- Department of Public Works issues, site distance, and rights of way disturbance
- Final plat or plan requirements and procedures
- Copy of the NPDES General Construction Permit Notice of Intent (NOI)
- Site contact information

Please contact a Land Development Inspector to schedule a pre-construction meeting.

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Other useful City of Johns Creek contacts:

- | | |
|---|--------------|
| • Chris Moss, Land Development Inspector | 678.512.3285 |
| • Richard Cooper, Land Development Inspector | 678.512.3258 |
| • Julie Paquin, Plans Coordinator | 678.512.3283 |
| • Jennifer Glenn, Landscape Architect/Arborist | 678.512.3293 |
| • Lenard Scroggins, Public Works Field Services Manager | 678.512.3265 |
| • Kevin Dye, Right of Way/Utility Coordinator | 678.512.3254 |