

MINOR LDP SITE PLAN REQUIREMENTS



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The following is a list of the most common requirements for site plans when preparing to begin a minor commercial project. Items on this list may not be applicable in all circumstances. There may also be requirements that are not listed here and will be addressed in the review. **You are required to submit this checklist, completed, with all Land Disturbance Application submittals.**

Demolition Plan Requirements:

- Property boundaries
- Site topography
- Existing improvements (such as house, hardscape, utilities, septic tank and field, drainage facilities, streets, etc.)
- Proposed demolition
- Existing easements (sanitary, storm, 25' state waters buffer, 75' stream buffer, floodplain, etc.) or statements that none exist
- Show all necessary Erosion, Sedimentation & Pollution Control Devices (silt fence downhill of land disturbance, seeding and mulching of disturbed areas, construction entrance/exit, etc.)

Construction Plan Requirements:

- Property boundaries
- Site topography
- Existing improvements (such as house, hardscape, utilities, septic tank and field, drainage facilities, streets, etc.)
- Items to be demolished should not appear on this plan
- Existing easements (sanitary, storm, 25' state waters buffer, 75' stream buffer, floodplain, etc.) or statements that none exist
- Zoning and required setbacks
- Pre- & post-construction impervious surface ratios (ISR)
- Existing trees and trees to be removed (or a statement that there are none)
- Location of tree protection fencing
- Proposed landscaping
- Location of proposed and existing outdoor lighting. If none, statement that none are existing or proposed
 - Description of all illuminating devices, fixtures, lamps, supports, reflectors. The description may include, but is not limited to catalog cuts and illustrations by manufacturers
- Total lot area in square feet or acres
- Total disturbed area in square feet or acres
- Proposed buildings (include proposed height) and hardscape
- Proposed grading and drainage improvements
- Demonstrate compliance with grade separation and positive drainage requirements of the International Building Code
- Proposed water quality improvements if over 5,000 square feet of new or replacement impervious area or if over 1 acre of land disturbance. Provide calculations if applicable
- Proposed retaining walls
 - Retaining wall profiles including specifications for reinforcement, concrete, compaction, geogrid, etc. (if applicable)
 - Sealed calculations that include, but not limited to dimensions, reinforcing, loading, loading results, stability ratios, safety factors, and design criteria.
 - Section view of construction of wall and surrounding elements.
- Show all necessary Erosion, Sedimentation & Pollution Control Devices (silt fence downhill of land disturbance, seeding and mulching of disturbed areas, construction entrance/exit, etc.)
- Erosion and Environmental LDP Package returned along with Erosion Control Bond for \$3000 per disturbed acre



Erosion Control Bond

KNOW ALL MEN BY THESE PRESENTS: That we, _____, of Dekalb County, State of Georgia as Principal and _____ as Surety, are held and bound unto Dunwoody, Georgia in the sum of _____ lawful money of the United States of America, for the payment whereof well and truly to be made, we bind ourselves, our heirs, executors, successors and assigns, jointly and severally, firmly by these presents.

The condition of the foregoing obligation is such that,

WHEREAS, a Land Disturbance Plan and Erosion Control Plan has been submitted to and approved by the City of Dunwoody for land disturbing activities

WHEREAS, the Principal has executed an Erosion Control Affidavit with the City of Dunwoody, dated the _____ day of _____, 20____ in which the Principal agrees and warrants, that as a conditions precedent to the issuance of a Land Disturbance Permit all erosion control measures and practices shall be provided and maintained in accordance with the standards in the City of Dunwoody’s Erosion Control Ordinance for a period no less than 12 months or until the site is suitably stabilized to the satisfaction of the City of Dunwoody Inspections staff;

WHEREAS, this agreement shall be governed by the laws of the State of Georgia.

NOW THEREFORE, if the Principal shall well and truly perform the terms and conditions of said contract, then this obligation shall be void, otherwise, to remain in full force and effect. Upon failure of the Principal in the performance of the terms and conditions of said contract, then the Surety shall be liable in payment to the City of Dunwoody, GA of a sum not to exceed \$_____, for the cost of completing or mitigating the terms and conditions set forth under the contract entered by the Principal with the City of Dunwoody, GA.

SIGNED, SEALED AND DELIVERED THIS _____ day of _____, 20____, in the presence of:

ATTEST:

Corporate Secretary

_____(Seal)
Principal

By: _____

Title

_____(Seal)
Surety

By: _____
Title



EROSION CONTROL AFFIDAVIT

This affidavit must be signed and delivered to the City prior to issuance of a land disturbance permit. Please type or use black ink.

Project Number _____ [] Clearing [] Grubbing [] Grading [] Development

Project Name and Phase/Unit _____

Job Site Address _____

Company Name _____

Company Address _____

City _____ State _____ Zip _____

Contact Name _____ Contact Phone _____

My signature hereon signifies that I am the person responsible for compliance with ***The Soil Erosion and Sedimentation Control Ordinance***. I acknowledge that City inspection staff may: refuse to make inspections, cash or call the surety instrument, issue Stop Work Orders, and issue summons to appear in Recorder's Court for violations of erosion control requirements; and that I must use Best Management Practices (BMP's) to control soil erosion on my job site which includes at a minimum all of the following:

- Installation and regular maintenance of silt barriers (i.e. silt fences, hay bales, etc.) in those areas where water exits the job site.
- Installation and regular maintenance of a stone driveway entrance/exit pad to minimize the tracking of mud in the streets;
- Removal of mud from the street or adjacent property immediately following any such occurrence;
- Maintenance and removal of mud from detention ponds and sediment basins;
- Maintain required stream buffers around state waters (streams, lakes, wetlands, etc.) except as indicated on the approved Soil and Erosion and Sediment Control Plan;
- Institute erosion control measures and practices as indicated on the approved Soil Erosion and Sediment Control Plan.

My signature hereon also signifies that I have posted the *Erosion Control Surety* per requirements of Section V.B.7 of ***The Soil Erosion and Sedimentation Control Ordinance***. I also understand that failure to follow the City's requirements pertaining to soil erosion control may result in the City calling any or all sureties to remedy, correct or prevent any erosion-related problems or conditions.

Signature _____ Date _____

Notary Signature _____ (Notary Seal)

Office Use Only Surety Tracking Number ST-_____
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City of Dunwoody

Environmental Permits Affidavit

We, _____, assert that we are the owner and/or developer of the project entitled _____ (hereinafter “the Project”), and are seeking a land disturbance permit from the City of Dunwoody.

We acknowledge that

1. We are responsible for complying with all environmental laws and regulations promulgated as a result of such laws.
2. We understand that some of these regulations require compliance with General Permits issued by the Georgia Environmental Protection Division (also known as the NPDES General Permits for Storm Water Construction) or the United States Army Corps of Engineers (also known as “Nationwide” or “Individual” permits), and that, accordingly, agencies responsible for enforcing said General Permits may not review the Project prior to construction commencement.
3. We understand the meaning of these applicable laws, regulations, and General Permits or are relying on advice received from our design professional, _____ regarding the meaning of these applicable laws, regulations, or General Permits.
4. As a result of this knowledge or advice received from our design professional, we have determined that the Project is in compliance with said applicable laws, regulations and General Permits.
5. We acknowledge that the City of Dunwoody has not interpreted the meaning of said applicable laws, regulations and General Permits, nor has decided which are applicable to the Project.

Owner/Developer

Witness

Notary Public

Seal