



3120 Stonecrest Blvd. • Stonecrest, Georgia 30038 • (770) 224-0200 • www.stonecrestga.gov

**PLAT APPLICATION**

Preliminary

Final

**Application Fee:** \$200.00 + \$5/Lot

All applications must be accompanied by four (4) folded copies of the lot division survey. (All plans must be folded).

City Council shall vote to approve, deny or defer Preliminary and Final Plats- Section 14-87.

**PLEASE PRINT ALL INFORMATION**

PROJECT NAME: \_\_\_\_\_ PROJECT LOCATION: PARCEL I.D. NO: \_\_\_\_\_

PROPOSED USE: \_\_\_\_\_

DATE OF SKETCH PLAT CONFERENCE: \_\_\_\_\_

SITE ACREAGE: \_\_\_\_\_ # LOTS: \_\_\_\_\_ # UNITS: \_\_\_\_\_ SEWER: \_\_\_\_\_ SEPTIC TANK: \_\_\_\_\_

PROPERTY OWNER: \_\_\_\_\_

PHONE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

EMAIL: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE \_\_\_\_\_

ZIP CODE: \_\_\_\_\_

APPLICANT: \_\_\_\_\_

PHONE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

EMAIL: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE \_\_\_\_\_

ZIP CODE: \_\_\_\_\_

SURVEYOR / ENGINEER: \_\_\_\_\_

PHONE \_\_\_\_\_

ADDRESS \_\_\_\_\_

EMAIL \_\_\_\_\_

CITY: \_\_\_\_\_ STATE \_\_\_\_\_

ZIP CODE: \_\_\_\_\_

**Terms & Conditions** The undersigned, upon oath, states that the above information is true and correct, understands that the Permit issued is only for work as stated. This permit is granted on the express condition that the said construction shall, in all respects, conform to the ordinances of this jurisdiction including the zoning ordinance, regulating the construction and use of buildings, and may be revoked at any time upon violation of any provisions of said ordinances. Construction will begin no later than six months from the issue date of the permit. If any information is found to be false or misrepresented, the permit will be deemed invalid. I agree to indemnify and hold the city harmless from all damages, demands or expenses of every character which may in any manner be caused by construction and/or the structure.

\_\_\_\_\_  
Applicant Signature (Property Owner or Owner's Rep)

\_\_\_\_\_  
Date



3120 Stonecrest Blvd. • Stonecrest, Georgia 30038 • (770) 224-0200 • [www.stonecrestga.gov](http://www.stonecrestga.gov)

## SUBMITTAL CHECKLIST

The owner of the land where the proposed development is to occur, or his authorized agent, shall file a preliminary plat with the Director along with an application for approval. The application shall:

- (1) Be submitted with the plan set for a Land Disturbance Permit;
- (2) Be accompanied by minimum of six copies of the plans, which must be prepared by a registered civil engineer, surveyor, or landscape architect, as described in these regulations and complying in all respects with these regulations and conforming with the zoning of the property;

+

.

### Sec. 14-89. Required information.

- (a) The following existing conditions shall be shown on a preliminary plat:
  - (1) *Boundary lines.* Perimeter boundary of the overall tract, bearings and distances, referred the legal point of beginning;
  - (2) *Streets on or adjacent to tract.* Name, right-of-way width, and location of streets on and adjacent to the tract, and any existing railroad, sidewalk, trail, or bike lane;
  - (3) *Contour data.* Topographic contour data at no more than two-foot elevation intervals. The source of this data shall be written on the plat;
  - (4) *Tree survey.* A tree survey in compliance with this chapter or tree sample calculations where allowed by the Director which may be submitted as a separate plan;
  - (5) *Historic resources.* Any building, structure, site or district identified as historic by the Historic Preservation Commission, the DeKalb County Historic Resources Survey, the comprehensive plan, by listing on the Georgia or National Register of Historic Places, or by listing as a National Historic Landmark.
  - (6) *Natural features on tract.* Other conditions on the tract such as stream buffers, state waters, cemeteries, wetlands, existing structures, intermediate regional floodplain boundary (where available), rock outcroppings, and archeological resources;
  - (7) *Soils.* Location of soils as shown on the National Resources Conservation Service Soil Map, by the United States Department of Agriculture's soil map, or any map designated by the Director;
  - (8) *Geographical data.* Numerical and graphic scales, north arrow, land lot and district numbers and lines, city and city names and limit lines;
  - (9) *Prior subdivisions.* Name and reference of any formerly recorded subdivision crossing any of the land shown on the plat;
  - (10) *Zoning district.* Show zoning district, case number and conditions of zoning;
  - (11) *Permits.* Show any special administrative permit number, special land use permit number, or board of appeals case number and conditions;
  - (12) *Variations.* Show any variance approvals;
  - (13) *Septic tanks.* Show existing septic tank and drain field location or note absence;
  - (14) *Sewers.* Show size and location of sanitary sewer mains available;
  - (15) *Sewer easements.* Show a sanitary sewer easement with a minimum width of 15 feet of for all county maintained lines not within county or city right-of-way, or as required by DeKalb County;



3120 Stonecrest Blvd. • Stonecrest, Georgia 30038 • (770) 224-0200 • [www.stonecrestga.gov](http://www.stonecrestga.gov)

- (16) *Water mains.* Show size and location of water mains and fire hydrants;
- (17) *Water main easements.* Show a water main easement with a minimum width of 15 feet for all county maintained lines not within right-of-way, or as required by DeKalb County;
- (18) *IRF.* Show on plan whether FEMA or city benchmark used to establish IRF also identify location of Benchmark;
- (19) *Wetlands.* Provide wetlands determination from U.S. Army corps of engineers;
- (20) *Receiving waters.* Provide distance to and name of receiving waters;
- (21) *Bury pits.* Show location of any existing inert waste bury pits.

**(b) The following proposed features shall be shown on the preliminary plat:**

- (1) *Title.* The title under which the proposed subdivision is to be recorded, if known, with the name of the property owners and designers and the date of the plat;
- (2) *Street names.* The name of all proposed streets.
- (3) *Rights-of-way.* Street rights-of-way and widths indicated, including any necessary right-of-way required for improvements;
- (4) *Sidewalks.* All proposed sidewalk and bike lane locations;
- (5) *Lots.* Lot lines, lot numbers, block letters, and the total number of proposed lots within the development;
- (6) *Dedications.* Sites, if any, to be dedicated or reserved for common areas, public parks, open space, schools, playgrounds, multi-use trails, or other public uses, together with the purpose and the conditions or limitations of these dedications, if any;
- (7) *Yards.* Minimum building setback lines as required under the yard requirements of zoning ordinance;
- (8) *Zoning conditions.* All conditions of zoning and existing and proposed deed restrictions shall be recited on the preliminary plat;
- (9) *Corner lots.* Show that corner lots shall have an extra width of not less than 15 feet more than required for interior lots for the zoning district within which they are located;
- (10) *Transitional buffers.* Show transitional buffers, if any and any required screening fencing;
- (11) *BMPs.* Show conceptual location of stormwater management and water quality BMP facilities on preliminary plat;
- (12) *IRF.* Show proposed IRF contour, spot elevation (if available) and source;
- (13) *Covenants.* Indicate whether the proposed subdivision will be subject to private covenants and whether a homeowner association will be established;
- (14) *Sewer easements.* Show a sanitary sewer easement with a minimum width of 15 feet for all county maintained lines not within county or city right-of-way, or as required by DeKalb County;
- (15) *Water main easements.* Show a water main easement with a minimum width of 15 feet for all county maintained lines not within right-of-way, or as required by DeKalb County;
- (16) *Fire hydrants.* Show new fire hydrants and eight-inch firelines;
- (17) *Fencing.* Show any required fencing around detention ponds, if required; and
- (18) *Electrical service.* Show whether electrical service will be above ground or underground.

**(c) The following additional information shall be shown on the preliminary plat:**

- (1) *Seal.* All sheets of plats must be sealed by a professional engineer, surveyor, or landscape architect currently registered in the state of Georgia;
- (2) Space for Comments and Certification in accordance with this article; and



3120 Stonecrest Blvd. • Stonecrest, Georgia 30038 • (770) 224-0200 • [www.stonecrestga.gov](http://www.stonecrestga.gov)

(3) Surveyor's Acknowledgement and Owner's Acknowledgement in accordance with this article.

(Ord. No. 2018-06-03, § 14-89, 6-3-2018)

A blank space of 50 square inches shall be provided on the plat to allow room for any stamps, notes, approvals or denials as required to be placed thereon by county and city agencies and for certification.

## RESUBMITTAL CHECKLIST

1. If resubmitting, provide all red-line comments and plats/plans.
2. Provide two (2) sets of storm system as-builts, bearing the design professional's seal and signature. Maximum sheet size shall be 30" x 42".
  - ✓ Drainage & detention facility
  - ✓ Storm drain system as-builts: plan & profile
  - ✓ As-Built Flood or Hydrology Study (if applicable)
  - ✓ Project name/address
  - ✓ Owner's name/address/phone
  - ✓ Design Firm name/address/phone
  - ✓ Engineer As-Built Detention Facility Certificate and Stormwater Maintenance Agreement
3. Provide five (5) sets of plats, bearing the design professional's seal and signature. Maximum sheet size shall be 24" x 36".
  - ✓ Cover Sheet
  - ✓ Zoning Conditions
  - ✓ Final Plat Survey
  - ✓ Location Map
  - ✓ Total & Disturbed Acreage and number of lots
  - ✓ North arrow and graphic scale
  - ✓ Project name/address
  - ✓ Owner's name/address/phone
  - ✓ Design Firm name/address/phone
  - ✓ FEMA map
  - ✓ Owner's Acknowledgement
  - ✓ Approval Signature Blocks
  - ✓ Revision Statement and signature block, if applicable.



3120 Stonecrest Blvd. • Stonecrest, Georgia 30038 • (770) 224-0200 • [www.stonecrestga.gov](http://www.stonecrestga.gov)

## STORM AS-BUILT CHECKLIST

1. Provide Professional Engineer's seal and signature on As-Built drawings for stormwater management facilities.
2. DeKalb County water as-built approval required
3. DeKalb County sanitary sewer as-built approval required
4. List project name and the City of Stonecrest Land Disturbance Permit number.
5. Provide North Arrow
6. Indicate engineer's name, address, and phone number. Dates of revision shall be included, plans shall be signed and sealed by a Professional Engineer.
7. Depict Land Lot, Districts, Section, City, and County.
8. List owner's name, address, and telephone number and 24 hours contact name/local phone.
9. The as-built submittal shall be to scale on 24" x 36" sheets. Include a location map.
10. Street names shall match that of the final plat/LDP.
11. Show all new improvements:
  - A. Building/structure, parking lot with striping, sidewalks and/or trails, outdoor lighting, etc.
  - B. Right-of-Way improvements including roadway expansion, curb & gutter, sidewalks, striping, etc.
12. Show all building setback lines, zoning buffers, and landscape strips.
13. Show all adjacent property lines, subdivisions, and existing buildings.
14. Show all pipe crossings (storm drainage, sanitary sewer, water, and sewer laterals) on plan and profile views.
15. Indicate type of pipe, size, slope, and length of sanitary sewer, storm drainage system, and water. Delineate centerline of all streams, local and state stream buffers, and 100-yr floodplain.
16. Show all storm drainage structures indicated with identification, station number, top elevation, invert elevations (in and out).
17. Show ALL easements (water, sanitary sewer, drainage, access, utility, combination, etc.). All public easements must be recorded and clearly shown as such. All storm drain lines and conveyances shall have a drainage easement shown.
18. Show all storm drainage systems, including profile of storm pipes and detention ponds, and all offsite



3120 Stonecrest Blvd. • Stonecrest, Georgia 30038 • (770) 224-0200 • [www.stonecrestga.gov](http://www.stonecrestga.gov)

drainage easements. All storm drain lines and conveyances shall have a drainage easement shown.

19. Show the following on detention ponds:
  - A. Outlet structure with dimensions.
  - B. Indicate 25-yr. and 100-yr. storm elevations, volume of pond and how detention is provided if no pond is on site.
20. Provide City of Stonecrest As-Built Detention Facility – Engineer’s Certificate per Required Document Checklist (included in packet) signed and sealed by Professional Engineer. Show size, length and width of rip-rap at head walls.
21. All alterations and/or field changes must be reflected on as-builts, prior to final approval.
22. Performance and Maintenance Sureties (included in packet) are required prior to final approval of as-builts.
23. Provide a copy of the FIRM panel map on the front sheet. Show and label the location of the site.
24. Stormwater Facilities Maintenance Agreement: recorded with the Clerk of Superior Court of DeKalb County showing the Deed Book and Page Number on the Final Plat.
27. Provide the following Drainage Notes:
  - A. The owner of record, on behalf of himself (itself) and all successors in interest, specifically releases the **City of Stonecrest** from any/all liability, and responsibility for, and the City of Stonecrest assumes no liability, but rather expressly disclaims any liability for: flooding or erosion from storm drains; flooding from high water of natural creeks, river or drainage features; maintenance of pipes, culverts or structures located outside of public right-of-way; or maintenance of natural creeks, river or drainage features. A drainage easement is hereby established for the sole purpose of providing for the emergency protection of the free flow of surface waters along all watercourses. The City may conduct emergency maintenance operations within this easement where emergency conditions exist. Emergency maintenance shall be the removal of trees and other debris, excavation, filling and the like necessary to remedy a condition, which in the judgment the City is potentially injurious to life, property or the public road or utility system. Such emergency maintenance, conducted for the common good, shall not be construed as constituting a continuing maintenance obligation on the part of the City of Stonecrest nor an abrogation of the **City of Stonecrest’s** right to seek reimbursement for expenses from the owner/s of the property/ies of the lands that generated the conditions.
  - B. Stream Buffers are to remain in a natural and undisturbed condition.
  - C. Structures are not allowed in drainage easements.



3120 Stonecrest Blvd. • Stonecrest, Georgia 30038 • (770) 224-0200 • [www.stonecrestga.gov](http://www.stonecrestga.gov)

## GENERAL INFORMATION

1. The final plat shall be drawn clearly and legibly in black ink at a recommended scale of 1" = 10' to 1" = 100'.
  - a. The scale shall be stated as "1" inch to \_\_\_\_\_ ft. and shown graphically. If the complete plat cannot be shown on one sheet, then said plat shall be shown on several sheets with an index map indicated on each sheet.
  - b. The recommended sheet size shall be 17" x 22" with a minimum character height of .08 inches.
  - c. Provide a name or title for all maps or plats. The name of the former subdivision, Deed Book and Page number shall be stated on all sheets, if applicable.
2. Provide the following: City, County, District, and Land Lot; Date of plat preparation and each individual revision of record.
3. The name of the land surveyor, registration number, and seal shall be affixed to the plat under the surveyor's signature.
4. Provide the name, phone, and address of the owner of record; as appropriate), bearing the design professional's seal and signature. Maximum sheet size shall be 17" x 22". • Cover Sheet • Zoning Conditions • Lot(s) Survey • Location Map • Total & Disturbed Acreage and number of lots • North arrow and graphic scale • Project name/address • Owner's name/address/phone • Design Firm name/address/phone • FEMA map • Owner's Acknowledgement • Approval Signature Blocks • Revision Statement and signature block, if applicable.
5. Provide the name and address of the sub-divider.
6. Provide a north arrow and graphic scale on all sheets and a vicinity map on the cover.
7. Show all land lot lines, district lines, and city and county boundaries labeled appropriately with words and figures.
8. Provide distances and bearings on all boundary or lot lines.
9. For lot splits and reconfigurations, show new property lines as bold. For combinations, show property line to be removed in grey and label as such. There must be common ownership to combine parcels.
10. Provide in the notes the reference for the angular bearings shown on the plat.
11. Provide a copy of the FIRM panel and the FIRM panel front cover on the plat. Show and label the location of
12. the site.
13. Provide in the notes the total number of lots and acreage of the tract of land being split, combined, or reconfigured.
14. Locate all fire hydrants and provide latitude/longitude coordinates.
15. Include a statement indicating the type of mail delivery available by the USPS, e.g., individual mailbox or central delivery; if applicable. Submit correspondence from USPS confirming mail delivery method is acceptable.
16. Show cluster mailbox station within common area or an easement; if applicable.
17. Provide street addresses as approved by the DeKalb County Geographic Information Systems Department.



3120 Stonecrest Blvd. • Stonecrest, Georgia 30038 • (770) 224-0200 • [www.stonecrestga.gov](http://www.stonecrestga.gov)

### REQUIRED CERTIFICATIONS AND STATEMENTS

1. Provide the closure precision of the survey data shown on the plat as follows: “This plat has been calculated for closure and is found to be accurate within one foot in \_\_\_\_\_ feet.”

#### 2. PLAT APPROVAL

This plat has been submitted to and accepted by the Planning & Zoning Department for the **City of Stonecrest**, Georgia and has been approved as required by state law and city codes as meeting all conditions precedent to recording in the superior court of this circuit.

\_\_\_\_\_  
Director, Department of Planning & Zoning

\_\_\_\_\_  
Date

If applicable, include a revision statement and revision number for all revisions that explains what is being revised. Include a new approval statement under the revision statement. The original approval statement should be kept on the plat with the original signature.

#### 3. OWNER'S ACKNOWLEDGEMENT (this must be the owner of record signed in **BLACK** ink).

I, \_\_\_\_\_, the owner of the land shown on this plat and whose name is subscribed hereto, acknowledges that this plat was made from an actual survey, and for value received the sufficiency of which is hereby acknowledged, do hereby convey all streets indicated as public streets and rights-of-way, and further dedicate to the use of the public forever all alleys, parks, watercourses, drains, easements and public places hereon shown for the purposes and considerations herein expressed. In consideration of the approval of this development plan and other valuable considerations, the owner further releases and holds harmless **City of Stonecrest** from any/all claims, damages or demands arising on account of the design, construction and maintenance of the property shown hereon; on account of the roads, fills, embankments, ditches, cross-drains, culverts, water mains, sewer lines, and bridges within the proposed rights-of-way and easements shown; and on account of backwater, the collection and discharge of surface water, or the changing of courses of streams. And further the owner warrants that he owns fee simple title to the property shown hereon and agrees that **City of Stonecrest** shall not be liable to him/her, his/her heirs, successors or assigns for any claims or damages resulting from the construction or maintenance of cross-drain extensions, drives, structures, streets, culverts, curbs or sidewalks, the changing of courses of streams and rivers, flooding from natural creeks and rivers, surface waters and any other matter whatsoever. I further warrant that I have the right to sell and convey the land according to this plat and do hereby bind myself and owners subsequent in title to





3120 Stonecrest Blvd. • Stonecrest, Georgia 30038 • (770) 224-0200 • www.stonecrestga.gov

defend by virtue of these present.

The owner of record of the land shown on this plat and whose name is subscribed thereto in person or through a duly authorized agent, hereby acknowledges that this plat was made from an actual survey, and dedicates to **City of Stonecrest**, as noted below, the complete ownership and use of all improvements constructed or to be constructed in accordance with this plat, and dedicates to the use of the public forever the following:

- Public Street Right-of-Way \_\_\_\_\_ acres
- Drainage Easement \_\_\_\_\_ acres
- Public Access/Pedestrian Easements \_\_\_\_\_ acres
- Public Water/Sewer Easements to DeKalb County \_\_\_\_\_ acres

In witness whereof, I have hereunto set my hand this \_\_\_\_\_ day of \_\_\_\_\_/20\_\_\_\_\_.

(SEAL)

Owner: \_\_\_\_\_

Witness: \_\_\_\_\_

**Notary Public**

**4. FLOOD HAZARD**

The Special Flood Hazard Areas (SFHA) shown herein were determined by the Professional Engineer whose stamp and signature are affixed hereto. The **City of Stonecrest** does not, by approving this plat, warrant their accuracy, and does not imply that land outside the areas of flood hazard shown will be free from flooding or flood damage. Further, the **City of Stonecrest** does not by approving this plat nor accepting the public improvements therein, assume maintenance of the flood carrying capacity of the flood areas or watercourses. Maintenance shall remain the responsibility of the owner(s) of the land upon which they exist. The owner of a lot or parcel that contains a flood hazard area is required to submit a site plan to the **City of Stonecrest** prior to the initiation of any improvements to the lot or parcel. The site plan shall include the location and elevation of the SFHA within the lot or parcel and the existing and proposed improvements. Approval of the site plan by the **City of Stonecrest** is required prior to the issuance of a building permit.

**5. DRAINAGE**

The owner of record on behalf of himself (itself) and all successors in interest specifically releases the **City of Stonecrest** from any/all liability and responsibility for flooding or erosion from storm drains or from flooding from high water of natural creeks, river, or drainage features. A drainage easement is hereby established for the sole purpose of providing for the emergency protection of the free flow of surface waters along all watercourses as established by city regulations. The City may conduct emergency maintenance operations within this easement where emergency conditions exist. Emergency maintenance shall be the removal of trees and other debris, excavation, filling and the like, necessary to remedy a condition, which in the judgment of staff and Director, is potentially injurious to life, property, or the public road or utility system. Such emergency maintenance conducted for the common good shall not be construed as constituting a continuing maintenance obligation on the part of the City of Stonecrest nor abrogation of the **City of Stonecrest's** right to seek reimbursement for expenses from the owner(s) of the property(ies) or the lands that generated the conditions.

NOTE: Stream Buffers are to remain in a natural and undisturbed condition.



3120 Stonecrest Blvd. • Stonecrest, Georgia 30038 • (770) 224-0200 • [www.stonecrestga.gov](http://www.stonecrestga.gov)

NOTE: Structures, other than approved storm structures, are not allowed in drainage easements.

#### 6. SURVEYOR'S ACKNOWLEDGEMENT

In my opinion, this plat, drawn by me or under my supervision, was made from an actual survey, and is a correct representation of the land platted and has been prepared in conformity with the minimum standards and requirements of law. \_\_\_\_\_ R.L.S. No. \_\_\_\_\_

7. Include the following statement under the F.I.R.M. panel:

"According to the F.I.R.M. of DeKalb County, panel number \_\_\_\_\_, dated May 16, 2013, a portion of this property (is) or (is not) located in a Special Flood Hazard Area."

8. Add this note to plat:

"City of Stonecrest and DeKalb County personnel and/or agents shall have free and total access to and across all easements."

9. DEKALB COUNTY DEPARTMENT OF WATERSHED MANAGEMENT (required for lot splits and recon figs)

I certify that the developer has complied with the potable water requirements and the sanitary sewer requirements of the County.

This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

## ZONING

1. Provide the zoning or variance case number and all conditions of zoning or variance on the plat and clearly indicate compliance with conditions. Provide adjacent properties' zoning classification.

2. Provide the current zoning for the property or tract of land being platted and zoning case number (if any).

The following data shall also be stated on the plat:

- ✓ Front Setback feet
- ✓ Rear Setback feet
- ✓ Side Interior Setback feet
- ✓ Side Corner Setback feet
- ✓ Minimum Heated Floor Area feet
- ✓ Parking Space(s)/ Dwelling Unit spaces
- ✓ Minimum required Lot Area square feet
- ✓ Minimum required Lot Frontage feet
- ✓ Min. required Lot Width at Building Line feet

3. Show lot coverage area and percentage broken down by structures.

4. Provide and label applicable zoning buffers and landscape strips, existing structures, easements, sidewalks, existing and proposed rights of way, setbacks, etc.

5. Provide in the notes the total acreage of the entire site to the nearest 1/100 of an acre, and the total number of lots. Provide on plan view the area of each lot or parcel in square feet. Provide lot numbers and addresses.

6. Show existing retaining walls and their heights from grade.



3120 Stonecrest Blvd. • Stonecrest, Georgia 30038 • (770) 224-0200 • www.stonecrestga.gov

7. Provide the centerline of any stream, point of wretched vegetation, and the 25', 50' and 75' stream buffers.
8. Show limits of any flood zones and label appropriately.
9. Show sign easements, if applicable.
10. Show adjacent property owners and adjacent zoning districts.

## TRANSPORTATION

### General

1. Label distance of centerline of roadway to existing and proposed right-of-way; if applicable.
2. Label all private streets as Access Easement/Utility Easement
3. Show and label all lines and curves of roadway centerlines
4. Show line of sight at entrance(s) to subdivision. Provide sight distance certification.
5. Centerline line and curve data for all streets
6. Show and label all drainage structures

### Roadway

7. Show and state all names for all subdivision streets and front road. Label the existing right of way and proposed right of way or access/utility easements (private roads).
8. Show and label all existing conditions including property lines, subdivisions, driveways, streets and alleys, utilities, pavement striping, etc. along the property frontage on both sides of the road. Include existing conditions to the next roadway intersection past property lines.
9. Label centerline line data for all roads (subdivision and existing roadway).
10. Label centerline curve data: showing angles of deflection and standard curve data including radii, length of arcs and tangent between curves, point of curvature (P.C) and point of tangency (P.T.) for subdivision and front road.

#### Sample Street Centerline Curve Chart

Street Centerline Curve Chart			
	Curve	Arc	Radius Chord Bearing
CC1	50.62'	150.00'	50.38' S68°38'06" W
CC2	29.58'	350.00'	29.57' S68°38'06" W
CC3	33.08'	350.00'	33.07' S68°38'06" W

11. Label distance from back of curb to right of way. Show and state all names and right of way widths (existing and proposed) for all public streets (subdivision and front roads). Show dimensions for R/W to R/W, R/W to C/L, B/C to R/W, B/C to B/C, and E/P to E/P.
12. Show and label sidewalks/trail and curb and gutter along the entire property's road frontage. Show all sidewalk/trail and curb and gutter within the subdivision and label as future if not constructed.
13. Show radius of cul-de-sac to edge of pavement and to right-of-way.
14. Show all pavement striping (crosswalks, edge lines, arrows) and signage as installed.
15. Indicate location, dimensions, and purpose of any easements, including access/utility easements, slope easements, drainage easements, access easements, no access easements, landscaping easements, signage easements, sanitary sewer easements, wall easements, gate easements, sidewalk/trails easements etc.
16. Show all private utility vaults located outside of public right of way.
17. Show all public service utility lines and any easements.



3120 Stonecrest Blvd. • Stonecrest, Georgia 30038 • (770) 224-0200 • [www.stonecrestga.gov](http://www.stonecrestga.gov)

18. If applicable, add note to final plat, "Home Owners Association shall maintain all common areas".
19. Label all common areas as "C.A."

## Plat Fees

Final Plats	Review	Inspection
First Review	\$200+\$5/Lot	N/A
Second Review	\$200/Sheet	N/A
Third Review and Subsequent Reviews	\$200/Sheet	N/A
Final Inspection & Punch List	N/A	No Fee

### **SPECIAL NOTE TO ALL APPLICANTS:**

**An incomplete application will AUTOMATICALLY be rejected, and NO refund will be issued to the applicant(s).**