City of Augusta Georgia – Planning and Development Department

A u g u s t a
GEORGIA

PLANNING
DIVISION

www.augustaga.gov

Subdivision - Development Plan – Submittal Punch List

Effective May 1, 2014, the following will be required at the time of submission of a Subdivision - Development Plan. No incomplete submittals will be accepted. **It is important to note that the review process may take up to 30 days and another 30 day review period will be initiated with each and every resubmittal.**

Subdivision - Development Plan – Submittal Punch List:

☐ Submission of the DWG (per Augusta IT-GIS Digital Data Submission Standards) to IT/GIS for review and approval of the Electronic Submittal Process (including approval of road names) – this must be done <u>prior</u> to submission of the Dev Plan

☐ Ten (10) copies of the Dev Plan signed and sealed by a Professional Engineer   ☐ Application Form

        Must be drawn at a scale no smaller than 1" = 200'   Maximum paper size 24" x 36"

☐ Eight (8) copies of sheet number 1 – sheet showing lot layout and easements

☐ Master Plan if the site is being developed in phases

☐ Private Road Maintenance Agreement / POA Docs   or   ☐ Not Applicable (this Dev Plan contains Public Roads)

☐ Other Exhibits, as necessary   Specify:_____

☐ Indemnity Statement

☐ Calculations: _____ Stormwater   _____ Water   _____ Sewer

☐ Augusta Engineering Dept Hydrology and Hydraulics Review Checklist   ☐ Soil Erosion Checklist

☐ One (1) complete PDF file (to IT-GIS)

☐ Dev Plan fee of: _____ lots   X   \$25.00 / lot   = \$ _____ (Total)

Submitted by: _____ Date:_____

Note: Once the Subdivision – Development Plan has been reviewed and approved by all regulatory agencies eight (8) copies must be submitted to Planning and Development. The Subdivision – Development Plan shall be stamped in accordance with the approval of all regulatory agencies. **An NOI and NPDES fees must be submitted prior to signed plans being sent to Augusta Engineering for a PreConstruction Conference.**

For Office Use Only:

Plats Received in Office :   By:_____   Date:_____

Check Receipted: By:_____   Date:_____

Released for Review: By:_____   Date:_____

Returned to Developer Engineer: By:_____   Date:_____

     For:_____

Revised Package Rec'd in Office: By:_____   Date:_____

Released for Review: By:_____   Date:_____