City of Augusta Georgia – Planning and Development Department

Augusta GEORGIA

PLANNING DIVISION

www.augustaga.gov

Site Plan – Submittal Punch List

Effective May 1, 2014, the following will be required at the time of submission of a Site 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.**

Site 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 prior to submission of the Site Plan
- ☐ Eleven (11) copies of the Site 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"
- ☐ Master Plan if the site is being developed in phases
- ☐ Private Road Maintenance Agreement / POA Docs or ☐ Not Applicable (this Site 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)
- ☐ Site Plan fee of:

  _____$350.00 (under 1 ac)
  _____ $1200 (over 5 acs up to 10 acres)
  _____ $1800 (Telecommunication Towers)
  _____ $800.00 (over 1 ac up to 5 acres)
  _____ $1500 (over 10 acres)
  _____ Plan Revisions $200.00
  _____ 3+ Revision $800.00

Submitted by: _____ Date:_____

Note: Once the Site Plan has been reviewed and approved by all regulatory agencies eight (8) copies must be submitted to Planning and Development. The Site 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:_____