



Agenda

1. Site Plan Submittal – Day and Time
2. IT-GIS Submittal requirements
3. Number of plans required
4. Site Plan Checklist – and other required materials
5. Contacts for each Reviewing Agency
6. Information to be included on the plan
7. Fees
8. Development Review Committee
9. Navigating the Web Page
10. New Plat requirements – HB 76
11. Input from other Departments
12. Questions and Answer

Site Plan Submittal

- Site plans and Subdivision plans will be accepted in person Tuesday through Friday between the hours of 8:30 and 9:30 am. in the Planning and Development Department offices at 535 Telfair Street, Suite 300, Augusta, Georgia 30901
- Plans submitted by USPS, FedEx or UPS will be processed the following morning.
- This includes all resubmittals and final plans, unless otherwise determined by Staff.



IT-GIS Submittal

- 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) – Must be done **prior to** submission of the Site Plan.
- Online Submittal form - www.augustaga.gov/forms.aspx?FID=98
- Plan Submittal - gisdevplanning@augustaga.gov
- IT-GIS will notify Planning and Development and the submitting engineer of receipt of the electronic submission and of the approval of the IT-GIS submittal.

Number of plans required

- Eleven (11) copies of the Site or Subdivision Plan, signed and sealed by a Professional Engineer.
- Must be drawn at a scale no smaller than 1" = 200'
- Maximum paper size 24" x 36"

Plan Delivery

- 1 Plan to Augusta Engineering
- 1 Plan Erosion & Sedimentation Control & MS4 Compliance
- 4 Plans to Augusta Utilities
- 1 Plan to Traffic Engineering
- 1 Plan to Fire Department
- 1 Plan to Trees and Landscape
- 1 Plan to Health Department (cover sheet and layout sheet only)
- 1 Plan for Planning & Development
- DWG/PDF to IT-GIS Addressing via electronic submittal

Site Plan Checklist

- Master Plan if the site is being developed in phases
- Private Road Maintenance Agreement / POA Docs if private
- If not private, note this Site Plan contains Public Roads
- Indemnity Statement
- Calculations: ___ Stormwater ___ Water ___ Sewer ___ Water Quality
- Augusta Engineering Dept. Hydrology and Hydraulics Review Checklist
- Soil Erosion Checklist, current edition
- Other Exhibits, as necessary



Contacts for Reviewing Agencies

- Plan Repository
Planning & Development Dept.
Brendon Cunningham – 706-828-7173
Terri L. Turner – 706-821-1805
- Engineering Dept.
Lorenz Quinn – 706-821-1706
Rick Holiday – 706-821-1706
- Erosion & Sedimentation
Russell Barnes – 706-821-1706
- Augusta Utilities Dept.
Steve Weathersbee – 706-312-4142
- Traffic Engineering Dept.
Ron Lampkin – 706-821-1847

- Fire Dept.

Capt. James Perkins – 706-821-1641

Lt. Lerone Beasley – 706-821-2911

- Trees & Landscape

Terri L. Turner – 706-821-1805

- Health Dept.

Tim Mosley – 706-667-4234

- IT-GIS Addressing

Marques Perry – 706-821-2514



Information to be included on the Plan

Standard information should be located on the Cover Sheet of any plan.

*Please note that all plans must be in compliance with all State and local ordinances and regulations in place at the time of development.

Project Data - To include:

Acreage of Property

Disturbed Acreage

Owner/Developer

Contact Information

Tax Map & Parcel Number

Zoning

Parking

Storm Water Outfall

Drainage area of the Project

Impervious Area

Receiving Stream

Ultimate Stream

Existing Land Use

Proposed Land Use

National Pollution Discharge

Location Map

General Notes

AUD Water Notes

AUD Sewer Notes

Site Plan Name

Special Notes/ Flood Information

As needed

Prepared by:

Engineers Contact Information

Certification Statement

Sheet Index

Date of Plan

Date of Resubmittal

Storm Water Quality Table



Fees

- As of March 1, 2017 the fees for Site Plan submittal is as follows:

Administrative Approval	\$100.00
Site Plan Review (for properties under 1acre)	\$350.00
(for properties over 1acre & up to 5 acres)	\$800.00
(for properties over 5 acre & up to 10 acres)	\$1200.00
(for properties over 10 acres)	\$1500.00
Telecommunication Towers	\$1800.00
Revisions	\$200.00
Third or more site plan revision	\$800.00

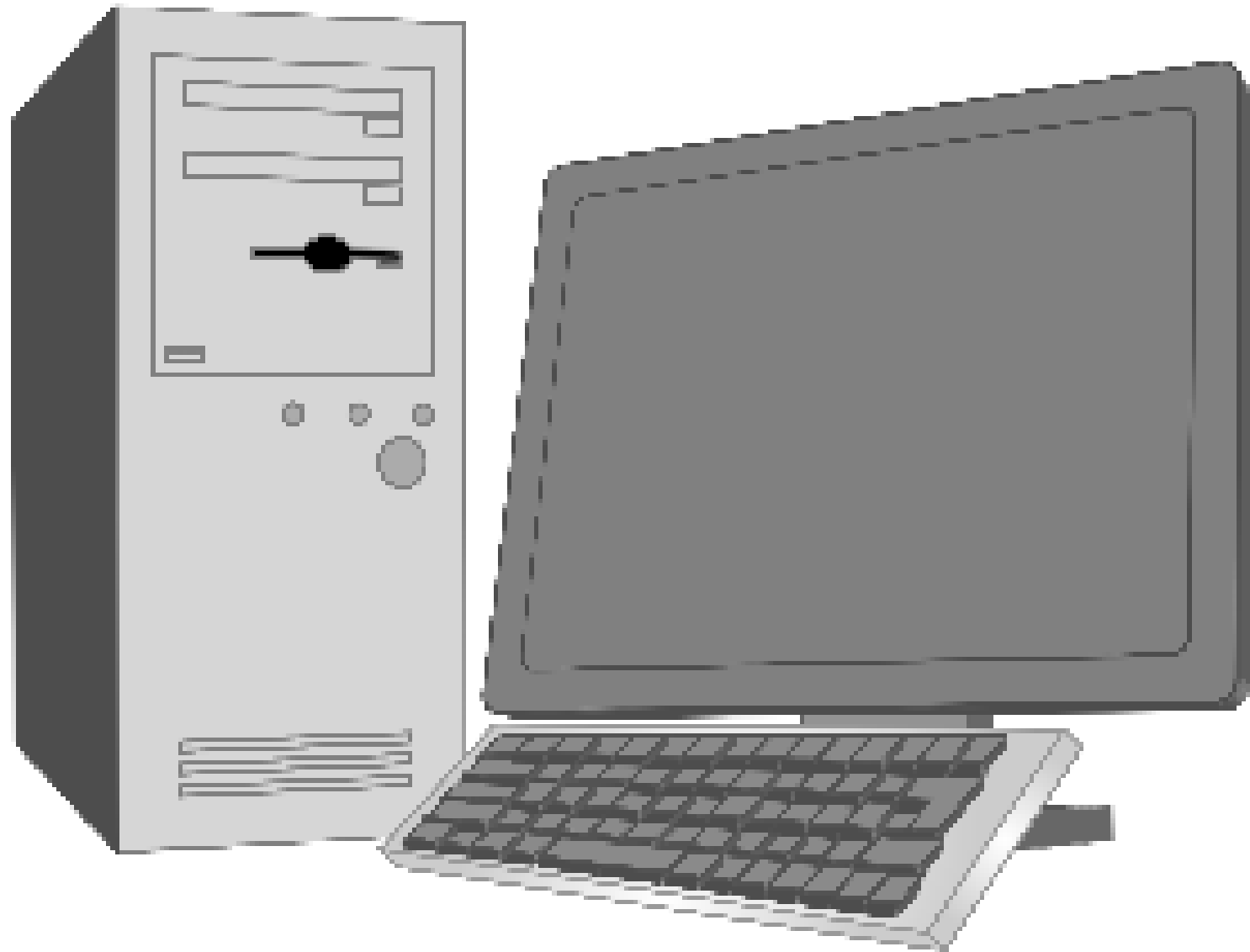
- As of March 1, 2017 the fee for Subdivision Submittals is as follows:

Subdivision Variance	\$500.00
Plan revisions (each revision including subdivisions)	\$200.00
Subdivision lot review/approval -1(Mortgage Plat)	\$20.00/ lot
review I approval- 2 to 4 lots	\$50.00/ lot
review I approval- 5 to 10 lots	\$25.00/ lot
Subdivision / Development Plan	\$25.00/ lot
Final Plat (where Dev. Plan is approved)	\$100.00/ lot
Third or more subdivision plan revision	\$800.00



Development Review Committee

- The Development Review Committee meets on the 4th Wednesday of every month starting at 2:00 p.m. in the 3rd Floor Training Room of the Planning and Development Department, 535 Telfair St., Augusta
 - Deadline to apply is the Monday prior to the meeting by 5:00 p.m.
 - There is no cost to apply.
 - A representative from all reviewing agencies will be present.
 - Petitions are placed on the agenda based on submission date and time. 30-minutes will be scheduled for each request.
 - Additional information is available on the Planning & Development web page www.augustaga.gov/290/planninganddevelopment.



Navigating the Web Page

Web Page www.augustaga.gov/290/planninganddevelopment

Planning & Zoning

Land Development Review

Site and Subdivision Review Process

(including all applications & checklists)

Project Search – current standing of submitted plans

Development Documents may be found at:

- www.augustaga.gov/336/Development-Documents
- Comprehensive Zoning Ordinance (2017)
- Development Regulations Guide
- Flood Damage Prevention Ordinance (2009)
- Grading Ordinance (2011)
- Groundwater Recharge Area Protection Ordinance (2011)
- Land Subdivision Regulations (2017)
- Site Plan Regulations (2013)
- Soil Erosion/Sediment Control Ordinance (2011)
- Stormwater Management (2011)
- Stormwater Management Plan Technical Manual (1999)
- Street & Road Design Technical Manual (2004)
- Tree Ordinance, including Illustrated Guide (2017)

Updated Plat Regulations

Per State of Georgia Law # HB 76 **New Plat Standards are in Effect**

- There are now 4 Surveyor Certification Boxes – 1 of these must be used on each plat and the surveyor must sign immediately below the certification (the surveyor may electronically sign the certification)
- City of Augusta still requires Flood Certifications to be on the plat
- The 3” box in the upper left hand corner is still required
- Minimum standards and specifications adopted in the rules and regulations of the State Board of Registration for Professional Engineers and Land Surveyors are still required
- Plats are still required to be submitted electronically

Input and tips from other City Departments

Questions

And

Answers