



## LAND DISTURBANCE PERMIT (LDP) CHECKLIST

### LDP PROCESS

- Please check out the City’s [Land Development Permit \(LDP\) Handbook](#) for detailed insight into the City’s Land Development Permitting process.
- LDP Submittals and reviews are done through [BS&A Online](#). Create an account in BS&A to apply for an LDP. Once an account is created with BS&A, at a minimum you must submit the application, civil plans (all sheets combined), and hydrology report in your first submittal. If LDP submittal doesn’t include these items, your submittal will not be accepted. The civil plans and hydrology report should be uploaded under the ‘Submittals’ tab. The application, letters, and other supporting documents should be uploaded under the ‘Open Files’ tab and can be found under “Land Disturbance Permits” tab on the [land development webpage](#).
- Fees are paid through BS&A. Once you upload your initial submittal, review fees will be posted to be paid, prior to receiving comments back.
- Once plans are approved, the applicant will need to install the initial, perimeter silt fence, tree save fence, construction exit, and post the “Coming Soon” sign prior to the pre-construction meeting. The permit card will be issued at the conclusion of the onsite pre-construction meeting.

### General Requirements

1. Submit a completed LDP application. Application can be found [here](#).
2. Provide digital copy of approved and stamped plans by applicable outside agencies (Gwinnett County Water/Sewer/Transportation, GDOT, EPD, Army Corp etc).
3. A photometric lighting plan is required. See lighting requirements section of this document.
4. Provide easement agreement for offsite work, common use of driveways, and work in utility easements.
5. A NPDES fee of \$40 per disturbed acre paid to Georgia Environmental Protection Division. Provide Proof of Payment of State NPDES Fee and Copy Primary Permittee Notice of Intent (NOI).
6. Please know that an additional plan review fee of \$200 is required after the 2<sup>nd</sup> and subsequent LDP submittals.
7. Erosion Control Surety due prior to issuance of LDP permit in the amount of \$3,000.00 per disturbed acre. Erosion Control surety templates can be found in the [Pre-Land Disturbance Permit Surety Package](#) as Attachment D and E (choose one).
8. Performance surety, for any work done in the ROW, due prior to issuance of LDP permit. Fill out and submit the [ROW Performance Surety calculator](#) for City approval.
9. Erosion Control Affidavit due prior to issuance of LDP permit. Fill out Attachment F on the [Pre-Land Disturbance Permit Surety Package](#).
10. Draft of the Stormwater Facility Maintenance Agreement. Provide the City an unsigned draft of the Maintenance Agreement for approval. SWFMA document template can be found [here](#).
11. Pay outstanding fees in [BS&A](#) Fee schedule outlined below.

Development Plan Submittal Types		Plan Review Fee	Permit Fee
Residential	River Corridor MRPA Review	\$150	NA
	Concept Plan	\$100	NA

	Subdivision LDP	\$350 + \$20/ lot	\$30 per unit (\$600 min)
Non-Residential	Commercial Tree Removal Permit	\$200	NA
	Concept Plan	\$100	NA
	Commercial LDP	\$350 + \$20 per site acre (\$600 minimum)	\$350 per disturbed acre (\$600 minimum)
Overlay District Fees	Overlay Review	\$350	NA
City NOI Fee	City NPDES Fee	NA	\$40 per disturbed acreage

12. If design is utilizing infiltration, then two infiltration test must be performed in each infiltration basin, at depth of installation, prior to LDP permit issuance.
13. On all plan sheets:
  - They must be signed across the seal by the registered party responsible for the contents of that sheet. Each seal signature shall include the date of signature. Signatures embedded in the seal, and computer-generated signatures and dates, are not acceptable (Board Rule 180-12-.02, Sealing of Documents).
  - Adjacent property owners and zoning shall be included on **all** the plans.
  - Show all existing and proposed easements (drainage/stormwater, sewer, water, stream buffers, etc.) on **all** plans including site, landscape, utility and lighting plans.
14. Is the site being subdivided? If so, a Preliminary plat shall be submitted in the LDP. Preliminary Plat checklist found [here](#).
15. If property is being subdivided or combined, please apply for an exemption plat separately in BS&A. Exemption plat checklist found [here](#).
16. Retaining walls with a height equal to or greater than 4 feet require a retaining wall building permit. Provide complete details and elevations of retaining walls in the LDP Plan Set.
17. Provide annotated comments of the City’s comments stating how they were addressed in the resubmittal.

Cover sheet

18. Provide: existing impervious area, proposed impervious area, and disturbed acreage.
19. Provide FIRM map, panel number and benchmark on plan. Tie topo to FIRM datum. Include the following statement under the F.I.R.M panel: “According to the F.I.R.M of Gwinnett County, panel number \_\_\_\_\_, dated \_\_\_\_\_, a portion of this property (is) or (is not) located in a Special Flood Hazard Area.”
20. Provide project summary of proposed development and work to be completed.
21. Provide statement that all ad valorem taxes for the property have been paid. Provide proof of payment.

Proposed Site Plan

22. Show all proposed easements (sewer, storm, etc.) and all BMPs/ponds. Drainage easements required for any part of the drainage system that is designed to carry stormwater runoff from more than one parcel, existing or proposed. Show drainage easement on storm pipes consistent with table 7-A of the Development Regulations. All pipes within drainage easements are to be aluminized steel coated, aluminum allow, reinforced concrete, or polyethylene pipe.
23. Clearly show the location of specimen trees to be saved.
24. Provide a cleared 20-foot access easement to BMP. Provide a 10-foot drainage easement around BMP outside the 100-year ponding limit contour. The 100year ponding limit of the BMP cannot extend into the public right of way.
25. Provide a freestanding “Coming Soon” sign from the time the Land Disturbance Permit is issued until the time construction is completed. Sign should be placed on property and not in the right-of-way. Show the location of the sign on the site plan sheet. There should be one sign per each street frontage. The sign should be between 16 and 32 square feet in size, made from wood or a similar durable material. The top of the

mounted sign should be between 4 to 6 feet tall. On the face of the sign, the words "Coming Soon" should appear in bold letters at the top, followed by the business name/short description of future tenant, an architectural rendering of the project after completion, and at the bottom in bold letters the words "For Further Information Contact:" followed by a contact name and phone number. Sign should be installed on the property and not in the right-of-way.

26. Sidewalks, curb and gutter, and curb ramps shall be constructed in all new development or redevelopment along all abutting or internal streets, adjacent to all public rights-of-way and into and throughout attached residential developments, private or public. Show compliance with Article 5 Section 34-128.
  - A minimum three-(3)-foot wide sidewalk connection be provided from public rights-of-way to the entrance(s) of buildings.
27. All new conveyor car washes to install operational recycled water systems. A minimum of 50 percent of water used must be recycled.
28. Show location of mail kiosk and parking for kiosk. Make sure road to kiosk is designed to not hinder mail deliveries by vehicle.
29. Ensure that road design will not hinder garbage truck access to all the residents trash bins during trash collection.
30. PROVIDE THE FOLLOWING COMMUNITY DEVELOPMENT NOTES:
  - ALL REVISIONS TO THESE PLANS MUST BE SUBMITTED TO THE CITY OF PEACHTREE CORNERS COMMUNITY DEVELOPMENT DEPARTMENT PRIOR TO CONTINUING CONSTRUCTION.
  - Off-street parking shall be provided and maintained throughout construction.
  - All temporary and permanent signs to be permitted separately.
  - CONTACT THE FOLLOWING DEPARTMENTS FOR APPROVAL OF THE PERMANENT CERTIFICATE OF OCCUPANCY: COMMUNITY DEVELOPMENT, (INCLUDING SITE INSPECTOR & ARBORIST), GWINNETT COUNTY FIRE, WATER & SEWER AND PUBLIC WORKS. ALLOW A MINIMUM OF 3 DAYS NOTICE FOR A SITE INSPECTION APPOINTMENT.
  - On-site burial is not allowed.

#### Utilities

31. No Utilities are allowed in required tree islands. Locate all Light Fixtures, Water Lines, Drainage and sewer pipes Fire Hydrants, etc. outside of required parking lot islands.
32. No Irrigation Systems are allowed in the right of way.
33. Label all overhead and underground electric utility lines (existing and proposed).
34. Easements must be centered on the pipe.

#### Grading Plan

35. Clearly show the location of specimen trees and show the Critical Root Zone (CRZ) of the existing Specimen Trees (1.5 feet X inches DBH = radius in feet). Show tree protection fence at the edge of the CRZ. Label dimensions of all CRZs (or dripline) and distances from trees to tree protection fence.
36. Clearly delineate Limits of Disturbance (LOD). When determining the limits of disturbance, the area within 5' of any new or replaced impervious surface shall be considered disturbed. Show limit of disturbance boundary accordingly.
37. Provide the following note with an arrow pointing to the access easement: ACCESS EASEMENT TO BE CLEARED AND GRUBBED.
38. Provide a cleared 20-foot access easement to BMP for commercial projects. Within the access easement, the road shall be graded at a maximum 20% grade to provide access to the facility. Show grading on plans. The road shall be grassed or paved. A drive to the bottom of the pond shall be provided when the facility is over ten feet deep from the bench elevation or the facility is wider than 50 feet as measured from bench to bench.
39. Provide a 10-foot drainage easement around BMP outside the 100-year ponding limit contour. The 100-year ponding limit of the BMP cannot extend into the public right of way.
40. Provide topography at minimum 2' contour intervals.

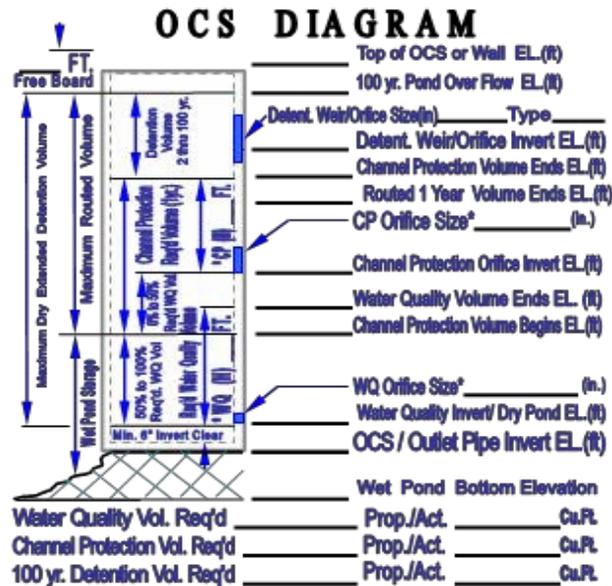
41. In cut sections sidewalks should be graded to drain into the road and in fill section the sidewalk should be graded to drain away from the road.
42. Provide additional spot elevations in paved areas to clarify drainage and ADA accessibility at the handicap parking spaces.
43. Provide notes on Grading plan:
  - CITY OF PEACHTREE CORNERS ASSUMES NO RESPONSIBILITY FOR OVERFLOW OR EROSION OF NATURAL OR ARTIFICIAL DRAINS BEYOND THE EXTENT OF THE STREET RIGHT-OF-WAY, OR FOR THE EXTENSION OF CULVERTS BEYOND THE POINT SHOWN ON THE APPROVED AND RECORDED PLAN. THE CITY OF PEACHTREE CORNERS DOES NOT ASSUME THE RESPONSIBILITY FOR THE MAINTENANCE OF PIPES IN DRAINAGE EASEMENTS BEYOND THE CITY RIGHT-OF-WAY.
  - STREAM BUFFER EASEMENTS ARE TO REMAIN IN NATURAL AND UNDISTURBED CONDITION.
  - STRUCTURES ARE NOT ALLOWED IN DRAINAGE EASEMENTS.
  - DETENTION POND, DETENTION OUTLET STRUCTURES AND TEMPORARY SEDIMENT POND FEATURES ARE TO BE CONSTRUCTED AND FULLY OPERATIONAL PRIOR TO ANY OTHER CONSTRUCTION OR GRADING.
  - DEVELOPER TO CLEAN OUT ACCUMULATED SILT IN DETENTION POND AT END OF CONSTRUCTION WHEN DISTURBED AREAS HAVE BEEN STABILIZED.
  - MAXIMUM CUT OR FILL SLOPES IS 2H:1V
  - There (Are/Are Not) wetlands located on this site. If wetlands are located on the site they must be located and shown and the following note must be provided: "It is the responsibility of the applicant to speak with the United States Army Corps of Engineers about acquiring appropriate permits for this activity."
  - 12% to 15% street grades require an "As Graded" survey before installation of the curb.

#### Drainage Plans

44. Provide a note that the "PTC Inspector shall witness the installation of the stone and engineered soil in bioretention areas and the enhanced swale. Bioretention areas should not be filled with engineered soil and then covered up with geotextile and fill."
45. Provide the City of [Peachtree Corners Stormwater Manhole Lid design](#) in construction notes.
46. Number/Name all pipes, structures, and open channels on plan. Specify gage and corrugation for all pipes.
47. On drainage plan, show downspouts and directional flow arrows for drainage.
48. All pipes within the right-of-way are to be reinforced concrete and a minimum of 15" diameter.
49. Provide a 10-foot drainage easement around BMP outside the 100-year ponding limit contour. The 100-year ponding limit of the BMP cannot extend into the public right of way.
50. Pond walls, toe of slope can be no closer than 10 feet to adjoining property line.
51. Discharge pipe must be no closer than six times its diameter to an adjoining property line.
52. Show 100-year contour, elevation and floodway limits and indicate information source.

#### Stormwater Profile Sheet

53. Provide a cross-section of BMPs/detention pond and include freeboard, elevations, volumes, orifice size for WQ/CP/100yr. Freeboard for earthen dams is at least 1.5 feet above 100-year ponding elevation and 0.5 feet for non-earthen dams.



54. Provide pipe and channel profiles. Show existing and proposed contours, pipe lengths, slopes, inverts, and 25-year hydraulic grade lines. Specify gage and corrugation for all pipes. 25-year hydraulic grade line must be at least 1 foot below the gutter line or top of grate.
55. Show minimum ground cover of 1'-0" for pipes. Provide a note on the profiles the minimum vertical separation between pipes is 1'.
56. Verify that minimum 1'-6" freeboard above maximum water surface elevation is provided for earthen dams. Minimum top width of detention pond, berm, earthen dam to be 8'-0".
57. Provide a pipe chart to Stormwater Pipe Profile Sheet C6.2 that includes the following:
  - Pipe numbers
  - Pipe size (*minimum pipe size shall be 15" diameter for public piped collection systems*)
  - Pipe length
  - Pipe slope (*slope of ACMP or HDPE pipe(s) cannot exceed 14% maximum, slope of RCP pipe(s) cannot exceed 10% maximum*)
  - Contributing drainage area
  - Design discharge ( $Q_{25}$  for piped drainage;  $Q_{100}$  for culverts)
  - Design storm frequency (25 year for piped drainage; 100 year for culverts)
  - Runoff coefficient (per future land use plan and assuming no detention)
  - Pipe material/coating
  - Velocity (*cannot exceed 15 fps in pipes.  $V_{25}$  may not exceed non-erosive velocity at outlet headwall*)

#### Stormwater Report

58. The stormwater management design shall achieve runoff reduction of the first one inch of rainfall or 80% reduction in the total suspended solids (TSS) for the 1.2-inch storm. Runoff Reduction is now required in

place of Water Quality. If Runoff Reduction cannot be achieved, you must submit an infeasibility memo for approval.

59. Size water quality and channel protection based on the disturbed acreage. The existing, pre-developed CN should be taken back to a CN of 55 for the disturbed acreage. Provide Curve Number calculations for both pre-developed and post-developed conditions for all hydrographs.
60. Off-site runoff that flows to the BMP must be treated along with on-site runoff. Off-site runoff may bypass the BMP.
61. Two infiltration test must be performed in each infiltration basin, at depth of installation, prior to LDP permit issuance. Infiltration drainage time cannot exceed 72 hours.
62. Provide note on plans: **“A geotechnical report must be provided prior to LDP approval, at time of construction prior to installation, and after construction, at the location and depth of facility, to verify infiltration rate.”**
63. Use the [Georgia Stormwater Management Manual Stormwater Quality Site Development Review](#) form to perform the water quality analysis for the project site. The instructions for filling out the spreadsheet are on the first tab of the spreadsheet. The Hydrology report shall include all active sheets used in the analysis and the original excel spreadsheet.
64. Time of concentration calculations for all hydrographs.
65. Post-developed flows in every basin must be less than or equal to pre-developed flows.
66. Calculations verifying the adequacy of existing pipe to carry the proposed discharges.
67. We do not waive channel protection if it does not exceed 2.0cfs, like the GSMM states. Channel protection can only be waived if the non-detained, post-development runoff will leave the project site as sheet flow and will not have an adverse impact upon downstream properties. The increase for a 25-year storm should not exceed one cfs over a length perpendicular to the flow of 100 feet.
68. Provide tabloid size Pre- and Post-development drainage maps. **Clearly** delineate drainage areas going to each BMP. Label basins and note each basin total acreage, impervious acreage pre and post dev, disturbed area.
69. Show all pond bypass areas, and on and off-site drainage areas.
70. Calculations showing discharge of concentrated flows into the streets do not exceed the flow rates in table 9-G of the Development Regulations.
71. Show calculations for outlet orifice sizing.
72. Use the NOAA Atlas 14 – 24-hour precipitation estimates below for Peachtree Corners:

Location	Storm	1	2	5	10	25	50	100	200	500	1000
Peachtree Corners	24-hr:	3.29	3.7	4.4	5.01	5.88	6.58	7.3	8.05	9.09	9.91

73. Storm Water Management Report shall contain the following:
  - Narrative explaining the project scope, disturbed/impervious acreage, BMPs utilized.
  - Pre-developed and post developed flow summary for the 1, 2, 5, 10, 25, 50 and 100-year storms in each drainage basins where detention is necessary.

Basin	Return Frequency	Pre-dev flow @ property line	Post-dev flow @ property line	Is detention necessary? (If yes, list routed flow)	Ponding elevation	10% point pre-dev flow	10% point post- dev flow
A	1						
	2						
	5						
	10						
	25						
	50						
	100						

74. Curve Number Summary

Sub-area	Pre-developed	Post-developed

	Curve Number	Curve Number
A-1		
A-2		

75. Gutter Spread Calculations Summary – Maximum to be ½ lane width during 10-year storm event (for roadways, max to be 8')

CB	Max spread, ft
1	
2	

76. A trash rack with a surface area of at least 10 square feet shall protect all orifices less than 15" diameter. Provide Gwinnett County detail.

77. An analysis of downstream conditions at point where the contributing area of the project site represents 10% of the total drainage basin downstream. Pipe under driveway and any other downstream culverts shall be analyzed. Analysis of downstream conditions shall include the following:

- Describe in combination with a topographic map, all culverts, obstructions, existing and potential erosion problems, elevations of existing improvements, and existing drainage complaints, between the downstream property line and the 10% point.
- Analyze downstream watercourses and receiving conveyance to ensure channel velocities do not exceed values recommended in the Storm Water Design Manual.
- Analyze existing pipe systems and culverts for compliance with current development regulation design criteria. Culverts should pass  $Q_{100}$ .
- Hydrograph comparisons for the 1, 2, 5, 10, 25, 50 and 100-year storms for both the downstream property line study point and the point where the drainage basin equals 10 times the project area.

Floodplain

78. Provide floodplain lot chart indicating lot square footage and area inside and outside the 100-year floodplain.

79. Show finished floor elevation of building on plan.

80. Provide FIRM Panel map number and if any of the project is within the floodplain.

81. Refer to Zoning Resolution for permitted floodplain uses.

82. For residential subdivisions, show minimum finished floor elevations on all floodplain lots to be 1 foot above the future floodplain and 3 feet above the base flood.

83. Flood Study shall contain the following:

- Preliminary Plat, Grading Plan, or Site Plan clearly defining floodplain encroachments.
- If changes to the regulatory flood elevation are proposed, submit profiles of the channel showing existing and proposed base flood elevations.
- If encroaching in the floodplain, provide floodplain storage (end area) calculations based on maximum 100' cross sections (include cross sections in report) showing that flood storage capacity will not be reduced by the proposed grading
- Description of the extent to which any watercourse or floodplain will be altered or relocated because of the proposed development.
- Use step-backwater analysis to determine regulatory flood elevations. The department prefers either HEC-2 or HEC-RAS. If you wish to use another method, call Storm Water Management for approval.
- If the floodplain is designated an 'A' zone on the FIRM, get CLOMR from FEMA prior to final plat approval.

84. 100-year regulatory floodplain elevation increases must be contained on site unless contained in a drainage easement obtained by the developer.

85. Show minimum finished floor elevations on residential lots to be 1 foot above the future floodplain elevation or 3 feet above the base flood elevation.

86. Provide additional documentation supporting your choice of Manning 'n' values for channel and overbank.
87. Any significant changes to the FEMA floodplain must be approved by FEMA prior to issuance of a certificate of occupancy or approval of the final plat. Submit Flood Study to FEMA for LOMR.
88. Use both existing hydrology and built-out hydrology in flood study. Calculate built-out hydrology using CN or TIA, which considers built-out conditions of the current land use plan. Do not consider upstream detention in hydrology calculations unless it is large enough to impact the hydrograph. Check hydrology with the USGS regression equations if using other hydrologic methods. (FPMO 1.1.3; definition of 'Regulatory Flood')

#### Existing Tree Survey

89. Provide an Existing Tree Survey. Include a table with existing site density list of trees to be saved and removed. Include caliper, height, quantity, unit value and Tree Density Units (TDU by diameter found in City Ordinance).
90. Are there any specimen trees onsite? Graphically highlight/shade the location of the specimen trees and clearly denote which specimen trees are being removed.
91. Are any specimen trees being removed? Specimen Tree Recompense is to be provided on-site and is in addition to required TDU density, parking lot trees, landscape strips and buffers. If there is not enough space on site to provide recompense, recompense can be paid into the specimen tree bank (specimen tree bank calculator can be found [here](#)) or you can provide a price estimate from landscaper that includes tree cost, labor, shipping, additional materials, etc for all TDUs needing to be replaced.
92. Specimen sized trees that are in poor condition require an arborist report to waive specimen tree recompense.
93. Type C silt fence is required at uphill side in addition to tree protection fence at CRZ.
94. Provide a 4" layer of aged hardwood mulch over the CRZ of Specimen Trees. Mulch must be applied prior to start of construction. Mulch shall not be placed directly against tree trunks.

#### Tree Replacement/Landscape Plan

95. Provide Tree Replacement Landscape Plan with density list table, which includes caliper, height, quantity, unit value and total value columns for each species (separate columns for density and specimen tree recompense). Include Latin name and cultivar in plant list. A list of the City's approved tree species can be found [here](#).
  - Crape myrtles, Leyland cypress, and pine trees are not allowed to meet regulatory replacement requirements.
  - Show a maximum percentage from any one genus is less than 33% of the total tree replacement.
  - At least 50% of the trees shall consist of trees 3-inches in caliper or greater.
96. The Tree Density Standard must be a minimum of 20 units per acre in District Overlay and 16 TDUs per acre in rest of the City.
97. Label all easements (drainage, sewer, utility) and all stream and zoning buffers on the Tree replacement and landscape plans, including the 10' pond access easement around the pond and the 20' access easement to the pond.
98. Provide 10' wide landscape strip adjacent to street right of way abutting the property and in areas adjacent or internal to off-street parking with more than five off-street parking spaces. Provide the following (and show road frontage calculations divided by 25 to equal how many trees and shrubs needed):
  - an average of one tree per 25 linear feet of strip length
  - an average of one shrub per 25 linear feet of strip length
99. Show a 60-foot tree radius around every tree to ensure every parking space is within 60 feet of tree.
100. Provide 1 tree per seven parking spaces. Provide calculations.
101. Provide Gwinnett County tree protection fence detail and all tree planting details.
102. PROVIDE THE FOLLOWING NOTES ON THE LANDSCAPE PLAN:
  - A 12-month maintenance surety will be required for all landscaping prior to final CO.

- Land disturbance without approval by the City will result in a “Stop-Work Order” and fines.
- If tree survey inaccuracies are found on-site, a stop work order will be issued until revised plans are approved and processed based on accurate information.
- All newly planted trees shall have visible root flares at finished grade. No circling roots shall be allowed on planted trees. The upper two rings of the wire basket, burlap, and strapping shall be cut and removed prior to backfill.
- Trees less than the caliper inch shown will not be accepted. I.e.: 3-inch caliper trees must be 3 inches or larger.
- Plant height measurement is taken at the top of the main body of the plant and not at the tip of the topmost growth.
- All newly planted trees shall be equivalent in quality to a Florida #1 grade or better. All trees of lesser quality shall be rejected by the City Arborist.
- Watering bags or a drip irrigation system will be provided for all trees prior to issuance of the certificate of occupancy. During first year, bags will be refilled weekly by owner and refilled during droughts for a minimum of 2 years after installation.
- NO TRENCHING ALLOWED IN TREE SAVE AREAS- INCLUDING IRRIGATION.
- All tree guy wires are optional and shall be removed from tree one year after planting.
- Replant buffers where sparse. Supplemental plantings shall be a mixed planting a minimum of 2” caliper and 6’ in height. Required buffer plants are not used to fulfill ordinance requirements.
- All trees must be planted at least 5 feet from ANY utility line. ALL utilities (water, sewer, gas, fiber optic, etc.) must be at least five (5) feet from required tree planting islands or landscape areas.
- A 2 – 4 layer of mulch will be required for all existing, non-specimen, landscape trees, including street trees and parking lot trees. Mulch must be applied prior to start of construction. Mulch shall not be placed directly against tree trunks.
- Natural vegetation shall remain on the property until issuance of a development permit.
- The CRZ of Specimen Trees plus all stream and zoning buffers shall be protected with wire-back tree save fencing with metal support posts and Tree Save signage prior to land disturbance. Installation of the tree save fence will involve no trenching.
- Tree save fence for entire site must be installed, inspected and approved prior to installation of erosion control measures. No land disturbance or demolition is allowed before tree save fencing has been inspected and approved by City Arborist.
- Irrigation systems are not allowed within the public right of way.
- Irrigation must be installed with a rain shutoff sensor.
- Irrigation systems must be shut off or operated manually during winter months to prevent unnecessary ice on roads.

#### Photometric Lighting Plan

103. Provide photometric plan that shows light levels in footcandles on a 10-foot center grid for proposed and existing lighting of the whole site – all the way to the property boundary and right of way. Make sure to show spill light at property boundary. Show the full property site on plan and delineate property boundaries. Photometric plan should include the following:
- Show and denote existing and proposed street and parking lot lighting.
  - Provide an illumination summary, including the minimum average and maximum foot-candle calculations (“array values”) and the total number of array points (points used on the ten-foot grid calculations).
  - Provide fixture design, type of lamp, distribution and wattage of each fixture, and number of lumens. Provide Manufacturer’s photometric data for each type of light fixture, including initial lumens and mean depreciation values.
104. Provide parking lot lighting. Parking lot light fixtures shall be Box Head Fixture with fluted black pole type. Minimum mounting height for a pole is 12 feet, maximum mounting height is 25 feet (excluding a 3-foot

base). Fixtures shall be hooded and shall be directed to avoid intrusion on adjacent properties and away from adjacent thoroughfares. Parking lot lighting specs and details [here](#).

105. Provide streetlights every 150 feet along all public right of ways. Street lighting specs and details [here](#). Light fixture heads should be Cobrahead light fixture heads. Pole type design is Fluted Black. Fixtures shall be mounted a minimum of 16 feet above the ground, maximum height of 40'. Each fixture shall have appropriate arm length to illuminate the street. Where applicable, streetlights shall be placed adjacent to required pedestrian amenity sidewalk pads and bus stops.
- Streetlight design shall be forwarded to the appropriate power provider and the developer shall pay the power provider the appropriate cost for materials and installation. Proof of payment to the power provider shall be required.
  - Upon acceptance of the streetlight installation by the city, the power provider shall submit monthly bills to the Public Works Department.
106. Comply with maximum and minimum foot-candle lighting requirements found in the City's [Green Building Policy](#). Provide photometric foot-candles for the full property site, all the way to the property line.

TABLE 'B'

Maintained* Illuminance Values at Grade					
Off-Street Parking Lot Types:	Minimum Footcandles (fc)	Average Footcandles (fc)	Maximum Footcandles (fc)	Avg to Min Ratio	Max to Min Ratio
Residential areas	0.2	0.8	3.0	4:1	15:1
Office areas	0.25	1.0	3.75	4:1	15:1
Commercial & Light industrial	0.5	2.0	7.5	4:1	15:1

\* Use the source-specific LLD provided by lamp or luminaire manufacturer. To compare multiple source types, use the LLD factor for each source that corresponds to the number of rated life hours of the source with the shortest life. Use appropriate LDD, LATF, and BF values for the specific product and application.

TABLE 'A'

Spill Light at Property Lines, Including Rights-of-Way:	Initial Maximum Footcandles (fc) (see Sec. 4.f.)
Abutting a residential, green space, or agricultural use	0.5
Abutting an office or institutional use	1.0
Abutting a commercial or industrial use	1.0

Erosion Control Plan

107. Provide the following notes on the E&S Plan:
- The design professional who prepared the ES&PC Plan is to inspect the installation of the initial sediment storage requirements and perimeter control BMPs within 7 days after installation.

- Non-exempt activities shall not be conducted within the 25 or 50-foot undisturbed stream buffers as measured from the point of wrested vegetation without first acquiring the necessary variances and permit.
  - Amendments/revisions to the ES&PC Plan which have a significant effect on BMPs with a hydraulic component must be certified by the design professional.”
  - Waste materials shall not be discharged to waters of the State, except as authorized by a section 404 permit.
  - The escape of sediment from the site shall be prevented by the installation of erosion and sediment control measures and practices prior to land disturbing activities.
  - Erosion control measures will be maintained at all times. If full implementation of the approved plan does not provide for effective erosion control, additional erosion and sediment control measures shall be implemented to control or treat the sediment source.
  - Any disturbed area left exposed for a period greater than 14 days shall be stabilized with mulch or temporary seeding.
108. Provide the applicable Erosion, Sedimentation and Pollution Control Plan Checklist within the LDP plan set. The Checklist established by the Commission as of January 1 of the year in which the land-disturbing activity was permitted. (The completed Checklist must be submitted with the ES&PC Plan or the Plan will not be reviewed)
  109. Level II certification number issued by the Commission, signature and seal of the certified design professional. (Signature, seal and Level II number must be on each sheet pertaining to ES&PC plan or the Plan will not be reviewed)
  110. Limits of disturbance shall be no greater than 50 acres at any one time without prior written authorization from the EPD District Office. If EPD approves the request to disturb 50 acres or more at any one time, the plan must include at least 4 of the BMPs listed in Appendix 1 of this checklist. \* (A copy of the written approval by EPD must be attached to the plan for the plan to be reviewed.)
  111. The name and phone number of the 24-hour local contact responsible for erosion, sedimentation and pollution controls.
  112. Provide the name, address and phone number of primary permittee and tertiary permittee.
  113. Note total and disturbed acreage of the project or phase under construction.
  114. Provide the GPS location of the construction exit for the site. Give the Latitude and Longitude in decimal degrees.
  115. Description of the nature of construction activity
  116. Provide vicinity map showing site’s relation to surrounding areas. Include designation of specific phase, if necessary.
  117. Identify the project receiving waters and describe all sensitive adjacent areas including streams, lakes, residential areas, wetlands, etc. which may be affected.
  118. Design professional’s certification statement and signature that the site was visited prior to development of the ES&PC Plan as stated on page 15 of the permit.
  119. Design professional’s certification statement and signature that the permittee’s ES&PC Plan provides for an appropriate and comprehensive system of BMPs and sampling to meet permit requirements as stated on page 15 of the permit.
  120. Indication that the applicable portion of the primary permittees ES&PC Plan is to be provided to each secondary permittee prior to the secondary conducting any construction activity and that each secondary shall sign the Plan or portion of the Plan applicable to their site. List the names and addresses of all secondary permittees.
  121. Any construction activity, which discharges storm water into an Impaired Stream Segment or within one linear mile upstream of and within the same watershed as, any portion of a Biota Impaired Stream Segment, must comply with Part III.C. of the Permit. Include the completed Appendix 1 listing all the BMPs that will be used for those areas of the site, which discharge to the Impaired Stream, Segment.

122. If a TMDL Implementation Plan for sediment has been finalized for the Impaired Stream Segment (identified in item 21 above) at least six months prior to submittal of NOI, the ES&PC Plan must address any site-specific conditions or requirements included in the TMDL Implementation Plan.
123. Use of alternative BMPs whose performance has been documented to be equivalent to or superior to conventional BMPs as certified by a Design Professional (unless disapproved by EPD or the Georgia Soil and Water Conservation Commission). Please refer to the Alternative BMP Guidance Document found at [www.gaswcc.org](http://www.gaswcc.org).
124. Show locations for temporary detention ponds if permanent ponds will not be constructed in this phase. Provide design data in stormwater management report.
125. Location of Best Management Practices that are consistent with and no less stringent than the Manual for Erosion and Sediment Control in Georgia. Use uniform coding symbols from the Manual, Chapter 6, with legend.
126. Provide detailed drawings for all structural practices. Specifications must, at a minimum, meet the guidelines set forth in the Manual for Erosion and Sediment Control in Georgia.
127. Show the BMPs for concrete wash-down of tools, concrete mixer chutes, hoppers and the rear of the vehicles. Washout of the drum at the construction site is prohibited.
128. Provide BMPs for the remediation of all petroleum spills and leaks.
129. Description of the measures that will be installed during the construction process to control pollutants in storm water that will occur after construction operations have been completed.
130. Description of the practices that will be used to reduce the pollutants in storm water discharges.
131. Description and chart or timeline of the intended sequence of major activities, which disturb soils for the major portions of the site (i.e., initial perimeter and sediment storage BMPs, clearing and grubbing activities, excavation activities, utility activities, temporary and final stabilization).
132. Provide complete requirements of inspections and record keeping by the primary permittee or tertiary permittee.
133. Provide complete requirements of sampling frequency and reporting of sampling results.
134. Provide complete details for retention of records as per Part IV.F. of the permit.
135. Description of analytical methods to be used to collect and analyze the samples from each location.
136. Appendix B rationale for NTU values at all outfall sampling points where applicable.
137. Delineate all sampling locations, perennial and intermittent streams and other water bodies into which storm water is discharged.
138. A description of appropriate controls and measures that will be implemented at the construction site including: (1) initial sediment storage requirements and perimeter control BMPs, (2) intermediate grading and drainage BMPs, and (3) final BMPs. For construction sites where there will be no mass grading and the initial perimeter control BMPs, intermediate grading and drainage BMPs, and final BMPs are the same, the plan may combine all of the BMPs into a single phase. \*
139. Plan addresses BMPs for all phases of common development including individual building lots and out-parcels, etc. regardless of who owns or operates the individual sites. Include a typical and any situational lots applicable.
140. Graphic scale and North arrow.
141. Existing and proposed contour lines with contour lines drawn at an interval in accordance with the following:

Map Scale	Ground Slope	Contour Intervals, ft.
1 inch = 100ft or larger scale	Flat 0 – 2%	0.5 or 1
	Rolling 2 – 8%	1 or 2
	Steep 8% +	2,5 or 10

142. Delineation of the applicable 25-foot or 50-foot undisturbed State buffers adjacent to State Waters and the City's 75-foot impervious and 50-foot undisturbed buffer setback required by the Local Issuing Authority. Clearly note and delineate all areas of impact.
143. Delineation of on-site wetlands and all state waters located on and within 200 feet of the project site.

144. Delineation and acreage of contributing drainage basins on the project site.
145. Provide hydrology study and maps of drainage basins for both the pre- and post-developed conditions.
146. An estimate of the runoff coefficient or peak discharge flow of the site prior to and after construction activities is completed.
147. Storm-drain pipe and weir velocities with appropriate outlet protection to accommodate discharges without erosion. Identify/Delineate all stormwater discharge points.
148. Soil series for the project site and their delineation.
149. Show the limits of disturbance for each phase of construction.
150. Provide a minimum of 67 cubic yards of sediment storage per acre drained using a temporary sediment basin, retrofitted detention pond, and/or excavated inlet sediment traps for each common drainage location. Sediment storage volume must be in place prior to and during all land disturbance activities until final stabilization of the site has been achieved. A written justification explaining the decision to use equivalent controls when a sediment basin is not attainable must be included in the plan for each common drainage location in which a sediment basin is not provided. A written justification as to why 67 cubic yards of storage is not attainable must also be given. Worksheets from the Manual included for structural BMPs and all calculations used by the storage design professional to obtain the required sediment when using equivalent controls. When discharging from sediment basins and impoundments, permittees are required to utilize outlet structures that withdraw water from the surface, unless infeasible. If outlet structures that withdraw water from the surface are not feasible, a written justification explaining this decision must be included in the plan.
151. Provide vegetative plan, noting all temporary and permanent vegetative practices. Include species, planting dates and seeding, fertilizer, lime and mulching rates. Vegetative plan shall be site specific for appropriate time of the year that seeding will take place and for the appropriate geographic region of Georgia.

## ACTIVITY CENTER/CORRIDOR OVERLAY DISTRICT REVIEW

*Please submit architectural elevations (4 sides) sheets within the civil drawings set. Also include material and color samples as applicable.*

### **Transportation/Infrastructure**

152. Provide inter-parcel vehicle access points between all contiguous commercial, office, industrial or attached residential tracts. This requirement may be waived by the Community Development Director only if it is demonstrated that an inter-parcel connection is not feasible due to traffic safety or topographic concerns.
153. All new utility lines shall be located underground.
154. Sidewalks shall be required adjacent to all public rights-of-way and into and throughout attached residential developments. The location of sidewalks shall be reviewed and approved by the Gwinnett County or Georgia Department of Transportation. It is encouraged that a minimum three-(3)-foot wide sidewalk connection be provided from public rights-of-way to the entrance(s) of buildings.

### **Landscaping**

155. Provide, at a minimum, 20 Tree Density Units per acre for all non-residential development. Type and size of plantings shall comply with City of Peachtree Corners Buffer, Landscape and Tree Ordinance. At least 50% of plantings shall consist of trees 3-inches in caliper (dbh) or greater.
156. Provide landscaped islands throughout all surface-parking areas as required by the City of Peachtree Corners Buffer, Landscape and Tree Ordinance. Provide a minimum of one shade tree at the end of each parking bay.
157. Provide a minimum ten-foot wide landscaped strip between all road rights-of-way and the back-of-curb of abutting off-street paved parking lots. Landscaped strips between road rights-of-way and the edge of abutting off-street grassed parking areas shall be five-feet in width. At a minimum, landscaped strips shall be planted with two rows of shrubs of sufficient height to screen parking lot cars from roadway views. Grass installed in areas, which are visible from public streets, shall be sodded, including the right of way.
158. Provide non-ornamental shade trees spaced 50-feet on-center or grouped at 120-feet on-center along the right of way on the following roads:
  - Peachtree Industrial Boulevard
  - Peachtree Parkway
  - Peachtree Corners Circle
  - Holcomb Bridge Road
  - Jimmy Carter Boulevard
159. All street trees shall be a minimum 4-inch caliper (dbh) at the time of planting. Street trees shall be planted six-(6)-feet from back-of-curb subject to review and approval of the Georgia Department of Transportation where applicable. Street trees shall be of one (1) or a combination of the following species
  - Willow Oak
  - Overcup Oak
  - Nuttall Oak
  - Pin Oak
  - Shumard Oak
  - Lacebark Elm
160. Dumpsters, which may be seen from adjacent properties or public parking lots, shall be screened from view on all four (4) sides. Screening shall consist of three (3) solid walls of brick, stucco or split-face block construction to be consistent with the primary building material, at least six (6) feet in height, with 100 percent solid metal gates. Dumpsters shall be placed in the rear yard and may be located 0-feet from the property line, if the adjoining property is zoned non-residential and 0-feet from all applicable buffers, if the adjoining property is zoned residential. Generators shall be visually screened from adjacent properties.

### **Parking/Yard, Height & Setback**

161. For retail developments exceeding 125,000 square feet of gross floor area, at least 10% of all required parking spaces shall be provided in parking areas of porous paving or grass paving systems, such as "Grasscrete" or "Grasspave," not to exceed 1,000 parking spaces or as approved by the Community Development Director.
162. Up to 25% of the required parking spaces for any development may be reduced in total area, width or depth for designated small vehicle parking. Each small vehicle parking space shall not be less than eight (8) feet in width and 17 feet in depth.
163. Freestanding buildings or shopping center developments containing 7,500 gross square feet of space or less shall provide no more than 20% of parking areas in the front of building(s) and be limited to no more than one double row of parking. No more than 20% of off-street parking areas may be located to the sides of building(s), with the balance of parking located to the rear the building(s).
164. For developments exceeding 7,500 square feet, building placement is encouraged to be close to, and oriented towards, the public right-of-way with the majority of parking to the sides and rear, where possible.
165. Decorative, commercial-quality, bicycle racks, benches and trash receptacles shall be required for all retail and office developments.

### **Signage; Temporary Uses**

166. Except as contained herein, sizes and amount of signage shall not exceed the requirements of the Sign Ordinance.
167. Oversized Signs or Billboards shall not be permitted.
168. Ground signs shall be limited to monument-type signs. Base and sign structure shall be constructed of materials such as brick, stone, stucco, wood or metal consistent with the architecture and exterior treatment of the building.
169. Blinking, exposed neon, portable and inflatable signage shall be prohibited.
170. Peddlers shall be prohibited.

### **Architectural Design**

Architectural design of all non-residential buildings should comply with the following performance guidelines:

171. Building facades shall be of architectural treatments of glass and/or brick, stone or stucco. Tilt-up or pre-cast concrete or alternate material may be used for industrial, multi-story office (3-stories or greater) or hotel development subject to review and approval of the Director of Planning and Development.
172. Contrasting accent colors of any wall, awning or other feature shall be limited to no more than 15% of the total area for any single facade.
173. Metal sided or portable buildings shall be prohibited.
174. Buildings shall incorporate live plant material growing immediately in front of or on the building.
175. Except for restaurants, as noted in (6) below, buildings of less than 5,000 square feet of gross floor area shall be designed with pitched roofs, minimum pitch of 4 in 12.
176. Restaurants of less than 5,000 square feet of gross floor area may have flat roofs under the following conditions: all HVAC equipment shall be screened from all sides; the exterior architectural treatment of the building shall consist of the same materials and detail for all of the building elevations; and, excluding fenestrations, the primary facing material shall be a minimum of 75% brick or stone. A building located on outparcels, or as part of a larger development, shall have similar materials and colors as the primary building. Alternate colors and materials may be approved by the Director.
177. Roofing materials for pitched or mansard roofs shall be limited to the following:
178. Metal standing seam of earth tone or neutral color.
179. Tile, slate or stone.
180. Architectural dimensional shingles having two or more layers with a slate, or tile appearance.
181. All mechanical, HVAC and like systems shall be screened from street level view on all sides by an opaque wall or fence of brick, stucco or split-faced block and shall be consistent with the primary building material.

182. Any accessories provided such as railings, benches, trash receptacles and/or bicycle racks shall complement the building design and style.
183. Architectural design of all commercial/retail buildings should comply with the following additional performance guidelines:
- To lend the appearance of multi-tenant occupancy, facades of multi-tenant buildings shall be varied in depth or parapet height.
  - Within Planned Shopping Centers, distinct architectural entry identity for individual tenants' entrances shall be provided for suites exceeding 10,000 square feet of leasable area.
  - Walls visible from roadways or parking areas shall incorporate changes in building material/color or varying edifice detail such as trellises, false windows or recessed panels reminiscent of window, door or colonnade openings, landscaping or storefront every 150 linear feet.
  - Roof parapets shall be articulated to provide visual diversity. Parapets shall include articulations or architectural features at least every 100 linear feet. The minimum height of articulations or features shall be one (1) foot and may be provided in height offset or facade projections such as porticoes or towers.
  - Building design shall include minimum one (1) foot deep cornices, extending along the entire building.
  - Building design shall include a minimum one (1) foot high contrasting base, extending along the entire front of buildings and the sides of buildings.
184. Architectural design of all attached residential buildings shall comply with the following performance guidelines: architectural treatments of each building elevation shall be a minimum 50% brick, stone or stucco. The balance of each building elevation may be wood, wood shake or fiber cement-type siding.