



Site Development Permit Plan Review Checklist - All Departments -

At a minimum, these are the requirements for a Site Development Plan (also referred to as a Specific Development Plan). Please also refer to additional specific checklists by site development plan review departments. Additional information may be required after staff review.

- ___ 1) Plan labeled with submittal type, project name and number
- ___ 2) Brief project description indicating: project type; project size (lots, rooms, seats, square footage, acreage, etc.); anticipated water usage; and requested city utility services.
- ___ 3) North arrow, graphic scale, and legend.
- ___ 4) Property identification number (PIN).
- ___ 5) Name and Address of each property owner.
- ___ 6) Contact name, address, and phone number of engineer and developer/owner.
- ___ 7) Date(s) of survey and revisions.
- ___ 8) Bench mark with elevation on each sheet. Bench mark shall have coordinates based on the Georgia State Plane Coordinate System, East Zone, North American Datum of 1983 (NAD 83). Elevation shall be based on the North American Vertical Datum of 1988 (NAVD 88).
- ___ 9) Topographic contours in 1 foot intervals.
- ___ 10) Tree survey prepared by registered land surveyor that accurately locates all trees on site and up to 20 feet off site on all sides. Trees must be accurately sized by trunk diameter at 4.5 feet above grade, and at least generally identified (pine, oak, hickory, etc.) by species type. Tree survey may be included with existing conditions base survey.
- ___ 11) Property line bearings and distances.
- ___ 12) Location of existing and proposed rights-of-way.
- ___ 13) Location of building setback lines.
- ___ 14) Location, width and purpose of easements adjacent to or crossing the property.
- ___ 15) Contact name, address, and phone number of easement holders.
- ___ 16) Buildings and driveways within 100 feet of property line.
- ___ 17) Location of any adjacent structures.
- ___ 18) Location of stormwater retention areas, streams, natural drainage ways, wetlands, channels or other waterways on the property.
- ___ 19) Location of all existing utilities, structures above ground and underground (pipe, manholes/catch basins with top and invert elevations, drive, walkway, fence, etc.), information on downstream system which the proposed system is connecting to. At least two (2) downstream manholes shall be surveyed.
- ___ 20) Environmental features, including landfills
- ___ 21) Most current FEMA flood zone delineation, including the Flood Insurance Rate Map, Community map number and the effective date.
- ___ 22) Wetland delineations, with statement indicating whether or not wetland areas are located inside or within 200 feet of the project area.
- ___ 23) Location of waters of the state, with statement indicating whether or not water of the state are located within 200 feet of the project area.
- ___ 24) Location of any existing or proposed freestanding signage.
- ___ 25) Zoning Districts.
- ___ 26) Existing land use of adjacent properties.
- ___ 27) Proposed land uses.
- ___ 28) Open space and recreational space.
- ___ 29) Performance/Use standards.
- ___ 30) Setbacks for front side and rear yards.



- ___ 31) Proposed Height, if required.
- ___ 32) Proposed Density, if required.
- ___ 33) Maximum building coverage percentage, if required.
- ___ 34) Existing and proposed footprint dimensions.
- ___ 35) Total property acreage.
- ___ 36) Total disturbed acreage.
- ___ 37) Index of Drawings.
- ___ 38) Vicinity Map with north arrow.
- ___ 39) Site location map showing street names.
- ___ 40) Plan showing existing conditions.
- ___ 41) Demolition Plan, if applicable.
- ___ 42) General Site Plan.
- ___ 43) Paving, Grading and Drainage Plan.
- ___ 44) Water and Sewer Plan.
- ___ 45) Erosion, Sedimentation and Pollution Control Plan.
- ___ 46) Exterior lighting plan.
- ___ 47) All tree protection zones to be shown on demolition plan, paving plan, grading plan, site plan, and erosion control plans along with city detail and specifications.
- ___ 48) "8-1-1: Call Before You Dig" note clearly noted on plans, including all utility plan sheets.
- ___ 49) Note that City of Savannah Specifications must be followed.
- ___ 50) Design of dumpster/compactor enclosure and any fences (including height materials and colors).
- ___ 51) Clearly note on plans: "A Right of Way Permit shall be obtained prior to performing construction activity in the City's R.O.W."
- ___ 52) All plans and reports shall be signed and sealed by registered Georgia Professional Engineer.

Note: The purpose of this checklist is to assist the consultant in preparing a complete submittal package for the site development permit, and ultimately assist in faster permitting. It is not required to be submitted to the city.

For more information, contact the Site Development Permit Specialist at the City of Savannah Development Services Department at (912)651-6510 ext. 1926.