

Site Development Permit Submittal Requirements

- [Application](#)
 - Contractor's information
 - License, id, & insurance
 - Plan review fee
- Engineered [Concept/Site plan](#) at engineering scale showing all Land Disturbance Requirements and:
 - Property lines with all metes, bounds, and dimensions
 - Adjoining property owners and their zoning
 - Zoning, conditions, and proposed land
 - Environmental features
 - Buildings (existing and proposed)
 - Front, rear, and side elevation drawings of buildings and/or photographs, as appropriate, showing architectural features
 - Color and material description (or samples) for exterior facades, roofing of buildings and signage
 - Access and circulation
 - Parking
 - Drainage
 - Utilities
 - Water
 - Sewer or septic
 - Storm Water management
 - Landscaping and tree protection, including required buffers and landscape strips
- Storm Water Analysis -2 hydrology studies in accordance with Developmental Regulations and GC SMM, sealed/signed by GA licensed professional(s) to determine Detention, Water Quality, Channel Protection, & GILID.
- Calculate Disturbed Area/Acres _____ [Fees](#) _____
 - If >240 sf, use BMP's (see [Ch.109](#)-Environment Ordinance)
 - If >2,000 sf or within 200 ft. of state water, or if Single Family residential lot disturbing >5 ac.
 - Submit Soil Erosion Sedimentation Pollution Control Plans. Provide appropriate GSWCC checklist and certifications. (City is Local Issuing Authority)
 - "[Erosion Control Affidavit](#)"
 - Clearing [] Clearing & Grubbing [] Grading [] Development []
 - Project Name or Subdivision & Phases/Unit
 - Company's name, address, telephone number, & contact name & signature
 - Notary signature & Notary Seal
 - If disturbed area exceeds 1 acre must submit
 - Copy of NOI to EPD- showing SESPC Plan Approval
 - State NPDES fees paid with receipt
 - Pay City NPDES fees _____
 - Provide WQ Monitoring, weekly/rain event inspections
 - If new BMP's proposed, obtain BMP Maintenance Agreement
 - Blue card for person on site
 - If environment warrants, other Agency permits may apply (see [Ch.109](#))
 - Bond _____
- CDC Package to owner
- [Fees](#) paid prior to stamp _____
- Approvals by
 - Gwinnett County Fire Marshal
 - DWR water
 - DWR Sewer
 - Environmental Health
 - Others as applicable

If any new or modified Storm Water facility proposed-

- BMP Maintenance Agreement/Bond and Access Easement
- CDC Package recorded prior to CO/Final Plat

To be used as guidelines, not to be used in place of [City's Development Regulations](#)