



GWINNETT COUNTY
Department of Planning & Development
One Justice Square
Suite 150 1st Floor
446 West Crogan Street
Lawrenceville, GA 30046
(678) 518-6000
www.gwinnettcounty.com

Project # PRJ _____

Case # FPL _____

MRN _____

Related Cases:

DEVELOPMENT REVIEW COMMENTS
FINAL PLAT

Date for Review _____ Reviewed by _____

Project Name _____

PLEASE ADDRESS ALL MARKED ITEMS

PLAN STATUS

The changes required by this review:

- Walk Through**
- Drop-Off, include a copy of these comments and one set of plans, do not drop off money. Bring to Suite 150- 1st floor One Justice any day of the week. Allow up to 5 days for re-review.**
- Section Re-Review, include a copy of these comments and one set of plans, do not drop off money. Bring to Suite 150-1st floor One Justice any day of the week. Allow up to 10 days for re-review.**

FYI if all comments are not addressed after the third review, a meeting will be required with County Staff, Designer and Owner/ Developer.

I. GENERAL INFORMATION

- [] 1. ___ Withdraw previously submitted plans in writing. Comments dated _____.

- [] 2. ___ _____ layout differs from preliminary plat. Revise preliminary plat prior to any approvals. (D.R.10.3.3)_____

- [] 3. ___ No approvals until issuance of a commercial development permit for the required active recreation areas as shown on the preliminary plat.

- [] 4. ___ Provide developer's/subdivider's name, address, and phone number. Include a contact person. D.R.10.3.4.b)_____

- [] 5. ___ Provide designer's name, address, and phone number. Include a contact person. (D.R.10.3.4.c)_____

- [] 6. ___ List any previously assigned project names. (D.R.10.3.4.f)_____

- [] 7. ___ Show District(s), Land Lot(s), Parcel(s) (D.R.10.3.4.a)_____.

- [] 8. ___ Provide individual tax parcel number for each lot. _____

- [] 9. ___ Provide subdivision name. (D.R.10.3.4.a)_____

- [] 10. ___ Provide unit number. (D.R.10.3.4.a)_____

- [] 11. ___ Show acreage. _____

- [] 12. ___ State zoning. _____

- [] 13. ___ Please utilize the attached project data form to include the required information, **in the outlined format**, on your plan.

- [] 14. ___ Please utilize the attached "Density Chart for Modified Development" to include the required information (see chart). Provide chart on plan.

- [] 15. _____ Note Gross and Net Density (**gross** and **net** density as defined in the 1985 Zoning Resolution). Not to exceed_____
- [] 16. _____ For CSO subdivision: Note Gross and Net Density on plan. (Z.R.1316.7.A & B)_____
- [] R-100 - 2.3 units/acre with 40% Conservation Space
- [] R-100 - 3.0 units/acre with 50% Conservation Space
- [] R-75 - 3.0 units/acre with 40% Conservation Space
- [] 17. _____ Provide a complete closed boundary survey with lot dimensions and bearings. Show dimensions to nearest tenth of a foot (D.R.103.2.)_____
- [] 18. _____ Show scale of plan and north arrow. (D.R.10.3.1)_____
- [] 19. _____ Show adjoining property information (subdivision name, lot numbers, block letters and zoning; or adjoining property owners and zoning)._____
- [] 20. _____ Provide protective covenants with dates.*(D.R.10.3.4.s)_____
- Provide an Addendum sheet or Supplemental Declaration to annex this unit into Declaration Of Covenants.
- [] 21. _____ * Add the following note to your plans: “Gwinnett County **DOES NOT** enforce Protective Covenants. It is the responsibility of the homeowners to ensure compliance with the Protective Covenants”.

- [] 22. _____ Note minimum dwelling size. (Indicate by zoning or by covenants). To be _____ . (See Z.R. VI Section 604).
For CSO subdivisions See (Z.R.1316.8.H)
- [] 23. _____ Show rezoning, special use permit, variance, waiver, modification number(s), type(s), date(s) of approval and all conditions on plans.
_____ (D.R.10.3.4.g)
- [] 24. _____ Show compliance with conditions of _____
See Items:
- _____
- _____

- _____
- _____
- _____
- _____

[] 25. _____ Given: a condition of zoning that calls for specific architectural treatments, a note shall be placed on the final plat:
“Architectural elevations for all lots shall be submitted for Director’s approval prior to issuance of any building permits.”

Building permits will not be issued until the above, required architectural elevations are submitted and approved. We strongly suggest the architectural elevations are submitted BEFORE approval of final plat to allow for review time and approval.

[] 26. _____ Show RLS seal with signature. _____

[] 27. _____ Provide complete surveying data. (D.R.10.3.2) _____

[] 28. _____ Show pins set at all corners and note as such. Note pin size and type. _____

[] 29. _____ Provide street address for each lot. Street addresses must be approved prior to Final Plat Approval (D.R.11.3.3) Contact the Streets and Address Division 678-518-6010 _____

[] 30. _____ Provide standard drainage liability note.(D.R.10.3.7.e.1,2 & 3) _____

[] 31. _____ Provide signed “Owners Acknowledgement & Declaration.” _____
 (D.R.10.3.7.b) _____

[] 32. _____ Provide signed “Final Surveyor’s Certificate”.(D.R.10.3.7.a) _____

[] 33. _____ Provide signed “Health Department Certification” For subdivisions served by septic tanks.(D.R.10.3.7.d) _____

[] 34. _____ Provide “Final Plat Approval” statement for Director’s signature. (D.R.10.3.7.c) _____

[] 35. _____ Final Plat Fee _____ . (\$10.00 per lot residential; \$50.00 per lot non-residential.)(D.R.12.6) _____

[] 36. _____ This project appears to meet or exceed the threshold established for a Development of Regional Impact with over 400 lots. Please refer to

the attached Request for Review Form to determine the threshold established for your development type. Contact the Planning Division to submit the form for processing to the Atlanta Regional Commission. 678-518-6200 _____

[] 37. _____ Provide this office with the original mylar/ vellum/ bond of corrected/approved plans to the Development Review Unit for approval signature of final plat. After Development Review approves the final plat, take plat to Deeds and Records in Gwinnett Justice and Administration Center to record. After recording, make 21 copies of recorded plat, and return copies to Development Review.

[] 38. _____ Provide a compact disc as a PDF or TIF file with accompanying jewel case of corrected/ approved plans. _____

II. ROADS, RIGHT OF WAY, IMPROVEMENTS

- [] 1. _____ Show all adjoining right-of-way names, size from centerline, pavement widths from centerline,(designate if any roadways are unpaved, private, or prescriptive easements). (D.R.10.3.4.k)_____
- [] 2. _____ Label streets on plan as public or private._____
- [] 3. _____ Show right-of-way or prescriptive easements and pavement widths for proposed streets. (D.R.10.3.4.k)_____
- 50' right-of-way width with 27' pavement width _____
- 46' right-of-way width with 24' pavement width _____
- 44' right-of-way width with 22' pavement width _____
- [] 4. _____ For CSO subdivisions: Show right-of-way or prescriptive easements and pavement widths for proposed streets. (D.R.6.3.1a. & b) (Development Regulations amended 8-25-2005 to require 50' right-of-way width with a 27' pavement width for a depth of 300 feet from the subdivision entrance (measured from exterior road right-of-way).
- [] 5. _____ Show all centerline curve data (delta, degree, tangent, radius, length and location of P.C. and P.T.). (D.R.10.3.4.1)_____
- [] 6. _____ Show right-of-way intersection radii; adjust lot dimensions accordingly. Minimum right-of-way radius at intersection to be 9' for interior streets, and 20' at the project entrance(s)_____
- [] 7. _____ Show roadway intersection radius. Minimum roadway radius at intersection to be 20' for interior streets, and 40' at the project entrance(s). (D.R.9.6.5, Table 9.E)_____
- [] 8. _____ For CSO subdivision elbow cul-de-sac only, right-of-way radii to be at least 50 ft. Pavement radii to be at least 40 ft. to back of curb. _____
- [] 9. _____ Show cul-de-sac dimensions. Right-of-way radii to be _____ Pavement radii to be _____. See Standard Drawing # 301, 302
- [] 10. _____ Show temporary cul-de-sac at the end of _____

- (D.R.6.4.4.c) _____
- [] 11. _____ Show all street names. Street names must be approved prior to Final Plat approval. (678-518-6010) Ask for the Streets and Address Division _____
- [] 12. _____ Provide completed Deed for dedication of interior street right-of-ways. (D.R.6.2.1) _____
- [] 13. _____ Provide completed Deed for dedication of right-of-way along _____ (D.R.6.2.1)
- [] 14. _____ Provide 8 ½ X 11 Reduction for all Deed of dedications.
- [] 15. _____ Contact Betty Harper of Gwinnett County Department of Transportation to set up an appointment at GCDOT Central Maintenance Facility for signature of approval on route sheet. (678.639.8800)
- [] 16. _____ Contact Brent Hodges in the Department of Transportation to file the petition for street lighting, Provide evidence of payment of applicable fees, to the appropriate power company, for street light installation. Call (770.822.7400) for further information. _____

III. SIDEWALKS

- [] 1. _____ Please note sidewalks are required along the frontage of _____.
Sidewalks are to be located 2' from the back of curb and shall be constructed of concrete a minimum of 5' in width and 4" thick with cross slope of .25 in./ ft.. Concrete shall be Class "B" and have a strength of 2200 PSI at 28 days (D.R.6: 13.2.a-f). _____
- [] 2. _____ Provide CSO Standard Drawings 403 and 503. _____
- [] 3. _____ Please note on plan: Sidewalks are required along both sides of the internal streets, Sidewalks are to be _____ (see below) from back of curb and shall be constructed of concrete a minimum of 4' in width and 4" thick with a cross slope of .25 in./ ft.. Concrete shall be Class B and have a strength of 2200 PSI @ 28 days, D.R.6.13.2 a-f
- For CSO subdivisions: 6' from B.O.C. minimum _____
- For other subdivisions: 2' from B.O.C. minimum _____

- [] 4. _____ Please note developers shall install sidewalks on abutting external streets, passive recreation area lots, and open space lots, and shall install intersection radius curb ramps at new street intersections, and L-shaped mid-block ramps at cul-de-sac turnarounds, within 60 days of approval of the final plat (D.R. 6.13.1.a (1))._____

- [] 5. _____ Please note developers shall install sidewalks on any vacant lots remaining between developed lots (i.e., dwelling under construction or completed) prior to release of the subdivision maintenance surety (D.R. 6.13.1.a (1))._____

- [] 6. _____ Please note homebuilders shall install sidewalks, and curb ramps not required to be installed by developers, on building lots prior to release of the Certificate of Occupancy (D.R 6.13.1.a .2)._____

- [] 7. _____ Please note on plans for nonresidential subdivision projects: “Sidewalks shall be installed on new internal streets (both sides including cul-de-sac and “eyebrow” turnarounds) and on abutting external streets (abutting side) within 60 days of approval of the final plat.” (D.R.6.13.1.b.). _____

- [] 8. _____ Please note on plans for nonsubdivision projects: “Sidewalks shall be installed on abutting streets (abutting side) prior to the issuance of a Certificate of Occupancy.” (D.R. 6.13.1.c) _____

IV. LOTS

- [] 1. _____ Add lot and block chart, indicate total number of lots._____

- [] 2. _____ Show block letter(s) and lot numbers.(D.R.10.3.4.p)_____

- [] 3. _____ Block letters and lot numbers as shown are unacceptable. See _____.

- [] 4. _____ Show and identify front setback lines. Front setbacks to be _____ (Z.R. XIV, Sec 1401 & 1316.8.E for CSO s/d)_____

- [] 5. _____ Show _____ building setback line along _____
_____ for lots _____
- [] 6. _____ Note side setbacks. To be _____
- [] 7. _____ Note rear setbacks. To be _____
- [] 8. _____ Show and identify rear setback lines on corner lots. _____

- [] 9. _____ Lot lines are to be radial ($\pm 10^\circ$) to street. If not radial, indicate
degree of variation. If greater than 10° , apply for Modification.
(D.R.9.2.2) See lots _____
- [] 10. _____ Lots to have _____ foot minimum width at the building line.
See lots _____.
- [] 11. _____ (For non- CSO subdivisions only) Corner lots to have _____
feet additional width at the building line to accommodate for both
front yard setbacks.
See lots (D.R. 9.2.3) _____
- [] 12. _____ Cul-de-sac lots to have _____ feet of lot width within two times the
building setback line. See lots _____.
(Z.R. 1301.8) for R-100
- [] 13. _____ Lots to have a minimum 40' of road frontage. (Z.R. V, 505) See
lots _____
- [] 14. _____ Note minimum lot size (Z.R. XIV, Section 1400). To be _____
- [] 15. _____ Indicate area of each lot on plat. _____
- [] 16. _____ Show 10' no access easement on double frontage lots. [D.R.5.5.2
& B.L.T. 4.4.1.a or b or c (Buffer, Landscape and Tree
Ordinance)] _____
- [] 17. _____ Show all lot dimensions. _____
- [] 18. _____ Maximum height of dwelling is _____. Please note on plan.
- [] 19. _____ Add House Location Plan Note.(D.R. Article X, Section 10.3.7g).
- [] 20. _____ House Location Plan required on the following lots:
Block _____ Lots _____
Block _____ Lots _____

Block _____ Lots _____

- [] 21. _____ Show typical lot layout
- The following marked items should be included in the typical lot layout plan: _____
- _____ Sidewalks
 - _____ Building setback lines _____
 - _____ Street pavement & right-of-way width _____
 - _____ Sodded Front / Side Yards
 - _____ All grassed areas to be sodded
 - _____ 16' wide driveways w/ 20' length
 - _____ Double Car Garage
 - _____ Preserve or Replant 2 trees per lot per B.L.T. 5.2.4.a
 - _____ Street Trees, 3" caliper per B.L.T. 5.2.4.b
 - _____ Dwelling Size _____ One-Story, _____ Two-Story
 - _____ Architectural treatments. Provide note on plat, verbatim, per zoning case. _____
- [] 22. _____ Provide note on plat: **“Architectural Elevations for all lots shall be submitted for Director’s approval prior to issuance of any building permits”** _____
- [] 23. _____ For CSO subdivisions provide note on plat: **“Homes shall be constructed of brick, stacked stone, cedar shake, stucco, or fiber cement siding on four sides. Soffits may be constructed of vinyl”**. (Z.R.1316.8.I) _____
- [] 24. _____ Add RZT lot layout note. (D.R.Article, X, Section 10.3.7.f). _____
- [] 25. _____ Lot layout plans are required on each lot prior to the issuance of a building permit (D.R. X, 10.3.7.g) _____

V. SPECIFIC TO CSO LOTS

- [] 1. _____ Provide note on plat: “Front setback for side or rear entry garages may be reduced to 5’. Corner lots must have side entry garages located to the side abutting a lot.” (Z.R., Article XIII, Section 1316.8.e) _____
- [] 2. _____ Lots to have an average lot width of at least 60’. Provide a table to include lot #, lot width, cumulative total and the average. (Z.R. XIII, 1316.8c) _____
- [] 3. _____ Lots _____ are within 50' of an RA-200, R-140,

R-100 and R-75 (except modified or cluster subdivisions), and must be _____' in width.

Lots must have _____' rear setback. _____

- [] 4. _____ Show/ dimension and label a minimum of 50' of Conservation Space area _____ (Z.R.1316.8.F)
- [] 5. _____ Show and label 50 ft **Street Frontage Buffer** located along entire road frontage (Z.R.1316.8.F) _____
- [] 6. _____ Our files indicate SDP _____ was issued conditional. Submit a replanting plan for the Street Frontage Buffer for Director's approval prior to approval of final plat. Street Frontage Buffer Replanting Plan must show existing tree line and replanting where sparsely vegetated or where berms are introduced. (A mixture of evergreen, hardwood canopy, and ornamental trees is suggested; along with combinations in height of evergreen and deciduous shrubs and flowering shrubs. Ornamental grasses are also suggested _____

VI. BUFFERS & LANDSCAPE

- [] 1. _____ Provide a _____ foot landscaped setback adjacent to _____
- [] 2. _____ Provide a _____ natural, undisturbed buffer adjacent to all _____ (Z.R., VI, Section 606.1-7)
- [] 3. _____ Provide details of buffer showing existing tree line and replanting where sparsely vegetated. (B.L.T. 3.2.3.a-c) _____
- [] 4. _____ Provide _____ foot temporary construction buffer adjacent to _____
- [] 5. _____ Add note: "The _____ foot temporary Construction Buffer referenced by Zoning Condition No. _____, and shown upon the applicable lots, shall remain in force and effect on each individual lot until a Certificate of Occupancy is issued for the dwelling upon the lot." _____
- [] 6. _____ Remove _____ from the buffer. (B.L.T. 3.2.2.a) _____

- [] 7. _____ Provide a five foot (5') structure setback from the buffer. (Zoning Resolution, Article VI, Section 606.6)_____
- [] 8. _____ Show stream buffers [Stream Buffer Protection Ordinance 2005-001] (measured from bank of stream, TYP)
- 50 ft undisturbed buffer and a 75 ft impervious surface setback buffer
 - 100 ft undisturbed buffer and a 150 ft impervious surface setback buffer
 - 15 ft undisturbed stream buffer and a 35 ft impervious surface setback buffer for all tributaries of the Chattahoochee River
 - 150 ft impervious surface setback buffer along Chattahoochee River [Metropolitan River Protection Act (M.R.P.A.)].
- [] 9. _____ Provide note on plan: Site is located in:
- Alcovy River Watershed Big Haynes Creek Watershed
 - Chattahoochee River Corridor
- [] 10. _____ For sites in Chattahoochee River Protection Area:
- Complete ARC/CRC lot chart including all land vulnerability categories, allowable impervious and cleared area, and proposed impervious and cleared area for each lot. Electronic file for Standard A.R.C. chart is available on request from the Land Development Division. Call 678-518-6000
 - Show & label Land Vulnerability Categories on plat
- [] 11. _____ Show floodplain, provide floodplain lot chart. Minimum ___(see below)___square feet of lot area required outside floodplain. If there is no floodplain, note as such and provide source of data. (Z.R.1312.1.2)
- 8,000 SF 7,000 SF 4,000 SF 2,000 SF

- [] 12. _____ Indicate compliance with the Buffer, Landscape, and Tree Ordinance. Please provide compliance information for at least one of the following three options (for more details, see section B.L.T. 5.2.4)
- [] _____ Individual lot trees: A minimum of two (2) trees, at least 2 inches in diameter shall be placed or preserved on each individual lot prior to the issuance of a Certificate of Occupancy. Planted trees shall be a species listed in Appendix “A” of the Buffer, Landscape, and Tree Ordinance. Please show trees on typical lot layout. Add note that these trees must be in place prior to issuance of Certificate of Occupancy. _____
- [] _____ Street Trees: A minimum of one (1) tree per 50 linear feet of street frontage both sides of the street. Trees shall be a species listed in Appendix “A.2” of the Buffer, Landscape, and Tree Ordinance and at least 3 inches in diameter. Trees to be planted in the right-of-way shall be located at least 3’ from back of curb. Please show calculations and trees on plat. (Required for subdivisions with underground utilities.) _____
- [] _____ Tree Protection Areas: Provide sixteen (16) tree density units per acre. These areas must contain at least three (3) trees grouped together in Tree Protection Areas. Individual 12-inch or greater diameter trees may also receive credit. _____
- [] 13. _____ Add note: “Street trees shall be canopy trees, 3” in diameter at time of planting. Trees shall be planted in the right –of-way, 3’ from back of curb at a quantity of 1 tree per 50 linear feet of street, both sides of street” (B.L.T. 5.2.4 b.1) _____
- [] 14. _____ Provide note on plan: “Topping trees is not allowed. Trees removed or having their tops cut after compliance with this Ordinance shall be replaced with the equivalent inches of removed trees.” (B.L.T. 4.3.1.h)

VII. CONSERVATION SPACE

- [] 1. _____ Provide _____ acreage of permanently protected Conservation space. Conservation Space calculations shall include the total amount of Conservation Space provided, minus total acreage within electrical transmission line and gas pipeline easements, minus sanitary sewer easements, minus pump stations, minus any impervious surfaces within an improved recreation area, minus 50% of any proposed permanent lakes, and minus any land to be dedicated or transferred to public or private agency equals the credible amount of conservation space provided. (Z.R., 1316.6a thru c)
- The % of conservation space required is _____%
(Z.R.1316.7.A.B)_____
- [] 2. _____ Provide the Conservation Space Data in chart format. Use the chart included with this packet. (Z.R. 1316.6.c.1-5)_____
- [] 3. _____ Provide locations for any proposed Secondary Conservation areas or other areas constructed for community gathering or visual enjoyment. “Pocket Parks” and “Neighborhood Greens” should have a minimum area of .33 acres, and shall not exceed twenty percent (20%) of the total Conservation space area. Provide calculations. (Zoning 1316.6.b)
- [] 4. _____ Note on Plans: “Conservation space shall be owned in fee-simple by a mandatory property owner’s association or other entity approved in advance by the B.O.C.” (Z.R., XIII, Section 1316.6.D)
- [] 5. _____ Provide CSO District Street Right-of-Way detail and Utility Location Detail (Gwinnett County Standard Details 403 and 503.)_____
- [] 6. _____ Final Plat must contain the following covenant: “The Conservation Space...as provided by Georgia law OCGA 44-5-60 (c).” (See ZR 1316.6.G)_____
- [] 7. _____ The deed conveying the Conservation Space must contain at a minimum the following covenant: “The Conservation Space conveyed by deed and shown on the Final Plat shall remainas provided by Georgia law OCGA 44-5-60 (c).” (See ZR 1316.6.G)

VIII. RECREATION AREA

- [] 1. ___ Show recreational area and percentage in/out of floodplain. Provide total acreage required and total provided.
 Provide 3% developed or 6% undeveloped recreation area for subdivisions exceeding 50 acres or townhomes exceeding 10 acres. (D.R.5.9.1) _____

- [] 2. ___ Note on plans if recreational area is to be developed or to remain undeveloped. Undeveloped recreation area must be suitable for development at a later date with a pool, tennis court, and parking and have adequate access. (D.R. 5.9.1a.1) _____

- [] 3. ___ Provide information as to who will own and maintain the recreation area. (D.R. 5.9.1b) _____

IX. OPEN SPACE AND GREENWAY MASTER PLAN COMMENTS

- [] 1. ___ Refer to Community Services Comment Sheet for any Greenway, Trail, Trailhead, and/or Bikepath required for this site. _____

- [] 2. ___ Please utilize the “Open Space Chart for Modified Development” to complete the open space calculations asked for below. Provide info on
plan. The chart is included with the comment packet.

- [] 3. ___ Provide an open space compensation chart on plan to include the total amount of lot area reduced (in square feet), the total amount of open space required, and the total amount of open space provided. _____

- [] 4. ___ Provide calculations for modified subdivision open space for this unit and a cumulative chart including all previous units. Show total open space provided, amount/percentage above floodplain, and amount in powerline easement(s). Required recreation area or detention pond(s) may not be credited toward open space total. All calculations to be per Z.R.1400A.6. _____

-
-
- [] 5. _____ Note on plans: “(see below) _____ area to be deeded to and maintained by a qualified Homeowners Association”.
- Open Space Conservation Space Common Area
- [] 6. _____ Provide copy of recorded deed dedicating conservation space and/or recreational area to an established Homeowners Association. Required conservation space and/or recreational area must be deeded to an established homeowners association prior to approval of final plat.(D.R.10.3.6) _____

X. UTILITIES, EASEMENTS, OTHER

- [] 1. _____ List utility information for water and sewage disposal only.
(D.R.10.3.4.w)_____
- [] 2. _____ Show sewer lines, manholes and easements_____
- [] 3. _____ Show location and size of water lines and fire hydrants_____
- [] 4. _____ Provide a completed “Property Owner’s Association Bylaws Certification” form_____
- [] 5. _____ Provide recorded articles of incorporation, declaration of covenants and restrictions of the mandatory property owner’s association.(D.R.10.3.6) _____
- [] 6. _____ Provide maintenance responsibility statement on plat. Maintenance shall include replacement and trimming of trees. Maintenance guidelines to be listed as part of the Property Owner’s Association Bylaws. {B.L.T. 5.2.4(b), 3}_____
- [] 7. _____ Show sign easements on two corner lots at subdivision entries.
- [] 8. _____ Add the following note to your plans: “Per Article 8. Section 8.2.6.b of the Development Regulations, it is the responsibility of the property owner to maintain any detention facility constructed on their property and to ensure the facility is free of obstruction, silt, or debris.” _____
- [] 9. _____ According to our gravesite inventory, your proposed development is in the vicinity of a Gwinnett County gravesite or historical areas. Please provide information on plans to preserve this area as required by Georgia Law. If you have questions in regard to the law governing protection of a cemetery or burial ground, please feel free to contact this office._____
- [] 10. FYI Please be advised that in order to keep our records current it has become standard procedure for the Development Review Unit to purge files regularly. If no action toward addressing the Development Review Comments within the 6-month period following the initial review of this submittal, this review file will be discarded by the Department of Planning and Development._____
-

