



GWINNETT COUNTY
Department of Planning and Development
One Justice Square
446 West Crogan Street
Suite 150 1st Floor
Lawrenceville, GA 30046
Phone: 678.518.6000 Fax: 678.518.6240
www.gwinnettcounty.com

PRJ # _____

XPL # _____

MRN # _____

DEVELOPMENT REVIEW COMMENTS
EXEMPTION PLAT

Date _____ Reviewed by _____

Project Name _____

PLEASE ADDRESS ALL MARKED ITEMS

I. 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.

II. GENERAL INFORMATION

- [] 1. _____ Complete application form (Route Sheet).
- [] 2. _____ Provide owner's/subdivider's name, address, and phone number (D.R.10.3.4b).
- [] 3. _____ Provide surveyor's name, address, and phone number (D.R. 10.3.4c).
- [] 4. _____ Provide a complete closed boundary survey, closure information, date of survey, scale, and north arrow (D.R. 10.3.4i, 3.4.5e).
- [] 5. _____ Show acreage (total and area for each lot).
- [] 6. _____ Show and label adjoining property owners, subdivision name, lot, block, number, unit number and state zoning.
- [] 7. _____ Show all easements, utility easements, water lines, hydrants, sewer lines, etc. (D.R 3.4.3c). Obtain Department of Public Utilities signature of approval on route sheet.
- [] 8. _____ Show District(s), Land Lot(s), and Parcel(s) (D.R. 10.3.4a).
- [] 9. _____ Obtain tax parcel number(s) for each lot and signature on route sheet from Tax Mapping prior to approval of Streets and Addressing.
- [] 10. _____ Label tax parcel number for each lot on plat.
- [] 11. _____ Provide street addresses for each lot. Street addresses must be approved prior to Exemption Plat approval (D.R.11.3.3b). Contact the Streets and Addressing Division 678-518-6010. Obtain signature of approval on route sheet.
- [] 12. _____ Label street address for each lot on plat.
- [] 13. _____ State zoning.
- [] 14. _____ Provide surveyor's seal with signature and certification on plat (D.R. 10.3.7.a).

III. ROADS

- [] 1. _____ Adjacent road, _____, is classified as a _____ per the Road Classification Plan. Provide _____ right-of-way from centerline with _____ improvements from the centerline to the back of curb across entire property frontage per Gwinnett/Georgia DOT (D.R. 6.3.1 Table 6A).
- [] 2. _____ Label dimensions of existing right-of-way and pavement widths from centerline(D.R. 10.3.4k).
- [] 3. _____ 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).
- [] 4. _____ Provide completed Deed for dedication of Right-of-Way along _____(D.R.6.2.1).
- [] 5. _____ Provide 8 ½ X 11 Reduction for all Deed of Dedications.

IV. LOTS

- [] 1. _____ Minimum lot size to be _____. Indicate lot area of each lot on plat. Minimum lot width to be _____. Road frontage to be _____. Front setback lines to be _____(Z.R. 1400, 1401, V 505).
- [] 2. _____ Show pins set at all corners and note pin type and size.
- [] 3. _____ Show lot lines with dimensions and bearings (D.R. 10.3.2).
- [] 4. _____ Add Note to Plat: “The lots shown hereon may not be resubdivided except through the Subdivision process as provided by the Gwinnett County Development Regulations in effect at that time” (D.R. 3.4.3d).
- [] 5. _____ Provide signed “Health Department Certification” statement on plat for subdivisions served by septic systems (D.R. 3.4.3e). Obtain signature of approval from Environmental Health on route sheet.
- [] 6. _____ Provide signed “Owners Acknowledgement and Declaration” statement

(D.R. 10.3.7d).

- [] 7. _____ Add “Department of Planning and Development” statement on plat (D.R.10.3.7c).
- [] 8. _____ Provide “Public Drainage Statement” on plat (D.R. 10.3.7e#1, 2, 3).
- [] 9. _____ Show and label stream buffers and impervious surface setback (Stream Buffer Protection Ordinance 2005-001). Obtain Stormwater Management signature of approval on route sheet.
- [] 10. _____ Lots within Chattahoochee River Corridor: state on plat “Lots are within Chattahoochee River Corridor and shall comply with Metropolitan River Protection Act (MRPA) Regulations”.
- [] 11. _____ Provide all data required by MRPA. Drop off plat with an analyst for further review.
- [] 12. _____ Show floodplain, provide floodplain lot chart. If there is no floodplain, note as such and provide source of data (Z.R. 1312.1.2).
- [] 13. _____ Show rezoning, special use permit, variance, waiver, modification, number(s), type(s), date(s) of approval and all conditions (D.R.10.3.4.g).
- [] 14. _____ Show compliance with conditions of _____:
 - _____
 - _____
 - _____
- [] 15. _____ If subdividing property in a subdivision, provide a letter of authorization of approval for project from current subdivision Homeowner’s Association.
- [] 16. _____ According to our gravesite inventory, your proposed development is in the vicinity of a Gwinnett County gravesite or historical area. Please provide information on plans to preserve this area as required by Georgia Law.
- [] 17. _____ Exemption plat fee \$ _____ (\$10.00/Lot). (D.R. 12.6).
- [] 18. _____ Provide this office with the original mylar/sepia for signature, and two copies for recording. After Development Review approves the exemption plat, take plat to Deeds and Records in Gwinnett Justice and Administration Center to record. After recording, make 8 copies of recorded plat, and return

