



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

Building Addition Location Plan (BALP) for Home Additions

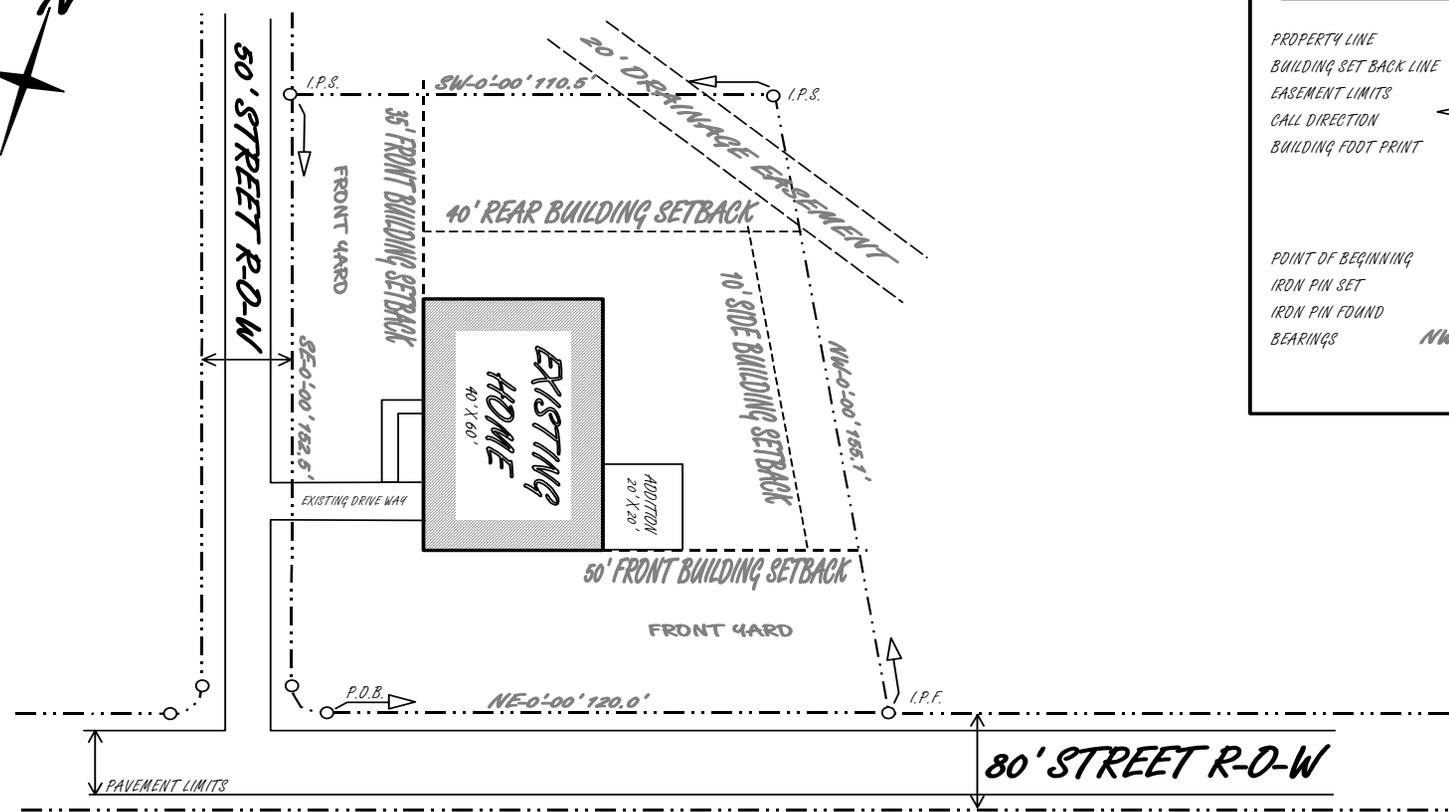
(Revised September 2004)

Planning & Development requires a Building Addition Location Plan (BALP) to be submitted for additions to a home. The BALP must be approved prior to the issuance of a Building Permit for the addition. A BALP is submitted to the Development Review Section for review and approval to ensure that setback requirements are met and that easements are kept free & clear of encroachments. A BALP does not have to be drawn by a surveyor or an engineer. However, it must be drawn “to scale” using either an engineer or architect’s scale. A BALP can be drawn by anyone as long as it is legible and is drawn at a measurable scale. Approval of a BALP makes the property owner & contractor aware of location constraints on a lot. A sample BALP may be found on page 2 of this document.

A BALP should show the following (as applicable) on the plan:

- a. Boundary lines of the lot with distances & bearings.
- b. Location & names of all abutting streets or other street rights-of-way.
- c. Minimum required front, side & rear building setback lines with dimensions.
- d. The approximate outline of all buildings, driveways, parking areas, swimming pools, recreational courts, patios, accessory structures and other improvements existing or proposed on the property, and dimensions of buildings and distances between all structures and the nearest property lines.
- e. Location & dimensions of any water, sewer, drainage or other easements, storm water management facilities, septic tank, and septic tank drain field located on the lot.
- f. Subdivision name, lot & block designation.
- g. North arrow & scale.
- h. 100-year floodplain limits, any applicable stream buffers or other special building setback lines.
- i. Any other applicable requirements of the Zoning Resolution or conditions of zoning approval.

WDJ: A & C & X: Building Addition Location Plan for Home Additions



LEGEND

PROPERTY LINE	---
BUILDING SET BACK LINE	- - - -
EASEMENT LIMITS	---
CALL DIRECTION	←
BUILDING FOOT PRINT	
POINT OF BEGINNING	P.O.B.
IRON PIN SET	I.P.S.
IRON PIN FOUND	I.P.F.
BEARINGS	NW-0°-00' 155.1'

NOTES:

- HOUSE LOCATION PLAN (HLP) MUST BE DRAWN TO EITHER AN ARCHITECTS OR ENGINEERS SCALE.
- NORTH ARROW TO INDICATE NORTHERLY DIRECTION SHOULD APPEAR ON PLAN.
- CORNER LOTS HAVE TWO (2) FRONT YARDS.
- NO ENCROACHMENTS ALLOWED INTO BUILDING SETBACKS OR EASEMENTS.

<i>SAMPLE BUILDING ADDITION LOCATION PLAN</i>	
<i>SUBDIVISION NAME</i>	
<i>LOT NUMBER & BLOCK</i>	
<i>STREET ADDRESS</i>	
<i>SCALE: (ARCHITECT OR ENGINEER)</i>	<i>DATE</i>