



CONCEPTUAL SITE PLAN APPLICATION



Planning & Development
153 Willowbend Road
Peachtree City, Georgia 30269
770-487-5731
www.peachtree-city.org



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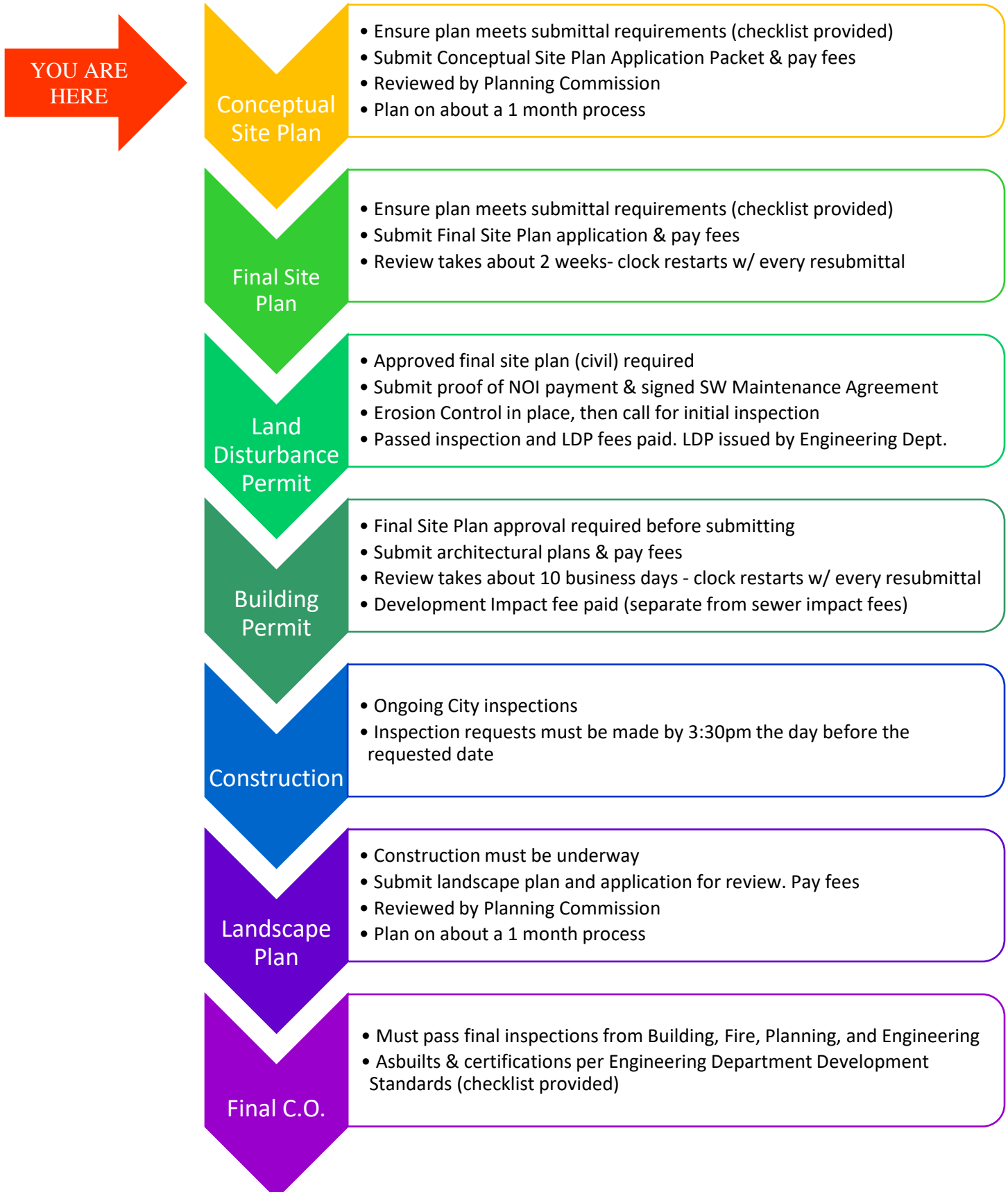
Fee: \$300+\$10/acre

Receipt # _____

Date Filed ____ / ____ / ____

Plan Review# _____

Office Use Only





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Name of Proposed Project: _____

PRE-SUBMITTAL/DESIGN REQUIREMENTS:

The following items are intended to help guide the design professional in the design and plan preparation process prior to the official submittal to the City.

		YES	NO
A	<u>Engineering website</u> Government > Engineering > Development Standards. Use the Commercial Concept Plan Checklist http://www.peachtree-city.org/index.aspx?nid=287 .	<input type="checkbox"/>	<input type="checkbox"/>
B	<u>Planning & Zoning website</u> Government > Planning and Zoning > Files, Forms & Downloads. Use the Conceptual Site Plan Design Checklist http://www.peachtree-city.org/DocumentCenter/View/9677 .	<input type="checkbox"/>	<input type="checkbox"/>

Please make sure all items above are reviewed, otherwise there may be delays in review.

SUBMITTAL REQUIREMENTS:

The following items are intended to help guide applicant in what to include with a submittal.

		YES	NO
1	Appropriate fee attached? If NO – Explain:	<input type="checkbox"/>	<input type="checkbox"/>
2	Application below filled out? If NO – Explain:	<input type="checkbox"/>	<input type="checkbox"/>
3	Stormwater Concept Plan provided? This is recommended but not required.	<input type="checkbox"/>	<input type="checkbox"/>
4	Are both the Engineering Commercial Concept Plan Checklist and the Planning Conceptual Site Plan Design Checklist filled out and attached? If NO – Explain:	<input type="checkbox"/>	<input type="checkbox"/>
5	Concept Site Plans and application submitted on a single file, in PDF, on a flash drive or CD. NO paper plans accepted.	<input type="checkbox"/>	<input type="checkbox"/>

Please make sure all items above are completed and included with your submission.

Incomplete submissions will result in delays.



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SITE LOCATION	Name of Project: _____ Address: _____ Parcel #(s): _____	SITE INFORMATION	Zoning _____ Use: <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Office Property Size: _____ _____ Square Feet Acres Disturbed Area: _____ _____ Square Feet Acres
PRIMARY POINT OF CONTACT	Name _____ Address _____ City, State, Zip _____ Phone # _____ Email _____	OWNER	Name _____ Address _____ City, State, Zip _____ Phone # _____ Email _____
DEVELOPER	Name _____ Address _____ City, State, Zip _____ Phone # _____ Email _____	ENGINEER	Name _____ Address _____ City, State, Zip _____ Phone # _____ Email _____

UTILITIES	Water: <input type="checkbox"/> Public <input type="checkbox"/> Private well Sewer: <input type="checkbox"/> Public <input type="checkbox"/> Private septic Electric: <input type="checkbox"/> Underground <input type="checkbox"/> Will be overhead (only permitted on certain properties in the City) Other: _____
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PROJECT DESCRIPTION	
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With the signing and submittal of this application, the property owner authorizes the Peachtree City Staff to enter onto the subject property to collect data and other information in order to accurately prepare reports or other documentation for review by the Planning Commission and City Council. By signing below, I hereby certify that the above listed information and the accompanying materials as requested are accurate.

Applicant Signature: _____ Date: _____

Property Owner Signature: _____ Date: _____



Commercial Concept Plan Checklist

DEVELOPMENT NAME:

LOCATION:

REVIEWED BY:

DATE:

1. Floodplain:

Applicant must show current FEMA Floodplain elevation map and reference number on the plans.
(No Development shall be allowed in floodplain)

Applicant must also show existing and future conditions floodplain. If the City of Peachtree City has not calculated this information for proposed site, it will be the responsible of the applicant to provide data prior to construction plan approval.

2. Groundwater Recharge:

Groundwater resources are contained within underground reservoirs known as aquifers. These aquifers are zones of rock beneath the earth's surface capable of containing or producing water from a well. They occupy vast regions of the subsurface and are replenished by infiltration of surface water runoff in zones of the surfaces known as groundwater recharge areas. Groundwater is susceptible to contamination when unrestricted development occurs, within significant groundwater recharge areas. It is, therefore, necessary to manage land use within groundwater recharge areas in order to ensure that pollution threats are minimized

3. **Wetlands:** Applicant must show 25ft undisturbed buffer around all wetlands. An Army Corps of Engineers permit and City variance will be required for wetlands disturbance.

4. Traffic/Sight Distance

Peachtree City Code:

Sec. 913. Access to property.

Openings for vehicular access to zoning lots from public streets, commonly called curb cuts, shall be regulated in accordance with the following requirements:

(913.1) *Size and spacing:* In no case shall a curb cut or other access point be less than nine feet nor more than 30 feet in width. Except in residential zoning districts no two curb cuts or other access points shall be closer than 50 feet from each other.

(913.2) *Location:* At street intersections, no curb cuts or other access points shall be located closer than 25 feet from the intersecting point of the street right-of-way lines.



(913.3) *Visibility*: At any street intersection or at the intersection of any private driveway with a street, no fence, wall, sign, planting, or other structure or object shall be permitted or maintained that will form an impediment to visibility within 25 feet of the point of intersection of the driving surfaces (or such lines extended in the case of rounded corners).

Sec. 803. Design standards.

Unless otherwise specifically set forth herein, all of the materials, methods of construction and workmanship for street and drainage installation shall conform to or equal to standards published by the city. (Detachment 1. Design Standards)

If no city-published standard exists, the work shall conform to the latest specifications of the Georgia Department of Transportation.

(a) *Access*.

- 1) All entrances or exits of any public or private street or drive onto any state highway must be approved by the Georgia Department of Transportation prior to the issuance of a city development permit.
- 2) Curb cuts on all nonresidential streets shall be located no less than 50 feet, measured from back of curb, from any intersection.
- 3) In all nonresidential zoning districts, curb cuts shall not be less than 40 feet apart, measured between back of curbs.
- 4) Curb cuts onto arterial and collector streets shall not be closer than 20 feet, measured from back of curb, to any property line in all zoning districts.
- 5) All curb cuts onto arterial roads must include a deceleration lane constructed to standards of the Georgia Department of Transportation.
- 6) No direct residential access (drive cuts) onto arterials and collector thoroughfares shall be allowed unless a variance is first granted by the city council of Peachtree City. A variance may be granted if all of the following requirements are met:
 - a. There are extraordinary exceptional, or peculiar conditions pertaining to the particular piece of land, structure or building in question which are not applicable to other lands, structures or buildings in the same district; and
 - b. The application of these regulations to a particular piece of property would create a practical difficulty or unnecessary hardship; and
 - c. Relief, if granted, would not be injurious to the neighborhood or otherwise detrimental to the public welfare or impair the purposes and intent of these regulations; **and**
 - d. A literal interpretation of this ordinance would deprive the applicant of any rights that others in the same district are afforded; and
 - e. The special conditions and circumstances are not a result of any actions of the applicant; and
 - f. That granting the variance requested will not confer on the applicant any special privilege that is denied by this ordinance to other lands, structures or buildings in the same district.



5. Watershed Protection:

Buffer requirements are as follows:

- a. State Water Buffer – 25 feet undisturbed buffer measured from the point of wretched vegetation.
- b. Metro North Georgia Water Planning District Stream Buffer – an undisturbed natural vegetative buffer shall be maintained for 50 feet, measured horizontally, on both banks of the stream as measured from the top of the stream bank. An additional setback shall be maintained for 25 feet, measured horizontally, beyond the undisturbed natural vegetative buffer, in which all impervious cover shall be prohibited. Grading, filling and earthmoving shall be minimized within the setback. No septic tanks or septic tank drain fields shall be permitted within the buffer or the setback.

- *Stream* means any stream, beginning at:
 - i. The location of a spring, seep, or groundwater outflow that sustains streamflow;
 - ii. A point in the stream channel with a drainage area of 25 acres or more; or
 - iii. Where evidence indicates the presence of a stream in a drainage area of other than 25 acres, the city map require field studies to verify the existence of a stream.
- *Stream bank* means the sloping land that contains the stream channel and the normal flows of the stream.
- *Stream channel* means the portion of a watercourse that contains the base flow of the stream

c. Watershed Protection Buffer

Article X - Sec. 1004.

(b) *Standards.*

1. Land disturbing activities shall not be conducted within the 100-year floodplain unless in compliance with section 1007.
2. Except as otherwise provided in section 1004(b)(4) and 1004(b)(5), an undisturbed natural buffer area shall be maintained for a distance of 25 feet adjacent to any state water as measured from the stream banks except when in the interest of public health, safety and welfare or the contour of the land requires a different buffer subject to the city’s approval. Utilities shall not be located within this buffer if they can feasibly be located outside this area. All disturbances of this buffer require prior approval by the city.
3. All developments, which utilize septic tanks as their method of sewage disposal, and are contiguous to or within 200 feet of a water supply reservoir or streams having a drainage basin in excess of one square mile, shall identify and preserve a suitable area for a duplicate septic system, which can be used if



the primary septic system fails. Both sites must be approved by the Fayette County Health Department.

4. Around all existing or proposed water supply reservoirs and their perennial tributaries, as shown on the appropriate United States Geological Survey (USGS) Quad Map or as defined herein, the following requirements are established:
 - a. An undisturbed natural buffer area shall be maintained for a distance of 100 feet measured from the normal pool elevation or the stream banks. Utilities shall not be located within this buffer if they can feasibly be located outside this area. All disturbance of this buffer require prior approval by the city.
 - b. Impervious surfaces are prohibited within 150 feet of the normal pool elevation or the stream bank. This prohibition includes septic tanks, septic tank drainfields, and new paved paths.
 - c. With the exception of publicly owned paths, utilities shall not be located within these buffers if they can feasibly be located outside these areas. All disturbances to these buffers shall require prior approval by the city and such approval shall be based on a determination that the disturbance will not adversely affect water quality
 - d. No storm drain piping shall extend into these buffer areas. All storm drainage shall utilize best management practices to remove pollutant loading prior to discharge.
 - e. Impervious surfaces must be limited to no more than 25 percent of the portion of any watershed that lies within the boundaries of Peachtree City.
 - f. New facilities which handle hazardous materials of the types and amounts determined by the Georgia Department of Natural Resources (listed in Section 312 of the federal Resource Conservation and Recovery Act of 1976, excluding underground storage tanks and which contain amounts of 10,000 pounds on any one day or more), shall perform their operations on impermeable surfaces and in conformance with any applicable spill prevention requirements and any local fire code requirements.
5. Around all perennial streams shown on the appropriate USGS Quad Map and not covered in section 1004(b)(4) above, the following requirements shall be established:
 - a. An undisturbed natural buffer area of 50 feet measured from the stream banks shall be maintained. Utilities shall not be located within this buffer if they can feasibly be located outside the area. All disturbance of this buffer require prior approval by the city.
 - b. Impervious surfaces are prohibited within 75 feet of the stream bank. This prohibition includes septic tanks, septic tank drainfields, and new paved paths.



6. Stormwater Quality (*Suggested* – unless required by Stormwater Design Manual)

Peachtree City Code:

(2) Stormwater concept plan and consultation meeting. Before any stormwater management permit application is submitted, it is recommended that the land owner or developer shall meet with the city for a consultation meeting on a concept plan for the post-development stormwater management system to be utilized in the proposed land development project. This consultation meeting shall take place at the time of the preliminary plan of subdivision or other early step in the development process. The purpose of this meeting is to discuss the post-development stormwater management measures necessary for the proposed project, as well as to discuss and assess constraints, opportunities and potential ideas for stormwater management designs before the formal site design engineering is commenced.

To accomplish this goal the following information shall be included in the concept plan which shall be submitted in advance of the meeting:

- a. Existing conditions/proposed site plans. Existing conditions and proposed site layout sketch plans, which illustrate at a minimum: existing and proposed topography; perennial and intermittent streams; mapping of predominant soils from soil surveys (when available); boundaries of existing predominant vegetation and proposed limits of clearing and grading; and location of existing and proposed roads, buildings, parking areas and other impervious surfaces.
- b. Natural resources inventory. A written or graphic inventory of the natural resources at the site and surrounding area as it exists prior to the commencement of the project. This description should include a discussion of soil conditions, forest cover, topography, wetlands, and other native vegetative areas on the site, as well as the location and boundaries of other natural feature protection and conservation areas such as wetlands, lakes, ponds, floodplains, stream buffers and other setbacks (e.g., drinking water well setbacks, septic setbacks, etc.). Particular attention should be paid to environmentally sensitive features that provide particular opportunities or constraints for development.
- c. Stormwater management system concept plan. A written or graphic concept plan of the proposed post-development stormwater management system including: preliminary selection and location of proposed structural stormwater controls; location of existing and proposed conveyance systems such as grass channels, swales, and storm drains; flow paths; location of floodplain/floodway limits; relationship of site to upstream and downstream properties and drainages; and preliminary location of proposed stream channel modifications, such as bridge or culvert crossings.
Local watershed plans, the city greenspace projection plan (if applicable), and any relevant resource protection plans will be consulted in the discussion of the concept plan.

Add note “Concept Plan shall expires 12 months from the date of approval if a Final Site Plan has not been submitted to the City Planner”.

Note: After January 7, 2021, RRv will be required for all new development and redevelopment. See Local Design Manual



Conceptual Site Plan Design Checklist

DEVELOPMENT NAME:

LOCATION:

DATE:

VERSION:

.....
per Zoning District Requirements

- Is the official plat included with the plans? Is the property subdivided in GIS?
- Zoning category: _____ Min. lot area required: _____ Lot area provided: _____
- Min. lot width required: _____ Lot width provided: _____
- Maximum building square footage permitted: _____ SF proposed: _____
- Adjacent property zoning: North: _____ South: _____ East: _____ West: _____ Other: _____
- Building setback required / proposed: Front: _____ Side: _____ Rear: _____
- Parking/driveway setback required / proposed: _____
- Drive-through lanes part of principal building and must be within building setbacks (Sec 903) _____
- Screening required per zoning category regs or Sec 714 of LDO: _____

Other zoning category specific regs: _____

per Zoning Section 916 Transitional Yard for GC, LUC, OI, LI, or GI

- Tracts adjoins a residential land: min. 75 feet
- Tracts that have greenbelt between res less than 75 ft: sized to add up to 75 ft from res property line.
- Tracts that have greenbelt 75 ft or greater: no transitional yard
- Absolutely no clearing and/or grading, except for perpendicular utility crossings.
- Stormwater detention not within the transition yard

per Land Development Section 723 Buffer Standards for Major Thoroughfares

- Is the property along a Major Thoroughfare? _____
- If yes, major thoroughfare category: _____
- Arterial*
 - Existing developed lot recently rezoned or increasing intensity? (Buffer required) _____
 - Existing developed lot < 1 acre or avg depth 200 feet or less (buffer = 20 feet) _____
 - Existing lot with avg depth between 200 - 220 feet (buffer = 20 ft + # over 200) _____
 - Residential buffers.* 100 ft (min) city-owned greenbelt required
 - Nonresidential buffers.* 60 ft tree-save/landscape buffer
 - 50 feet if adding 10% more caliper inches required on site
 - 40 feet, if adding 20% more caliper inches required on site
 - 50 feet if between arterial and parallel service road with 30 feet treesave buffer
- Scenic Road (Peachtree Parkway North between Gin Branch and Flat Creek)*
 - Existing developed lot recently changed zoning or intensity? (yes= buffer required) _____
 - Existing developed lot < 2 acres or avg depth 300 feet or less (buffer = 50 ft) _____



Conceptual Site Plan Design Checklist

- Residential buffers. 100 ft (min) city-owned greenbelt required
- Nonresidential buffers. 50 ft (min) city-owned greenbelt and a 50 ft (min) undisturbed natural buffer; or 100 foot (min) city-owned greenbelt
- Scenic Road (Aberdeen [see ordinance]& Riley Pkwy between Aberdeen and Flat Creek)
 - Existing developed lot that recently changed zoning or intensity? (yes = buffer required) _____
 - Residential buffers. 50 ft (min) city-owned greenbelt required
 - Nonres. buffers min 50 ft undisturbed natural buffer; or min 50 ft city-owned greenbelt
- Community Collector
 - Existing developed lot that recently changed zoning or intensity? (yes = buffer required) _____
 - Existing developed lot < 1 acre or avg depth 200 feet or less (buffer = 20 ft) _____
 - Residential buffers. 50 ft (min) city-owned greenbelt required
 - Nonresidential buffers. 50 ft tree-save/landscape buffer
 - 40 feet if adding 10% more caliper inches on site
 - 30 feet if adding 20% more caliper inches on site
- Village Collector
 - Existing developed lot that recently changed zoning or intensity? (yes = buffer required) _____
 - Existing developed lot < 1 acre or avg depth 200 feet or less (buffer = 20 ft) _____
 - Residential buffers. 25 ft (min) city-owned greenbelt required
 - Nonresidential buffers. 25 ft tree-save/landscape buffer

per Land Development Section 704 Grading Plan

- Grading minimized
- Large visible walls limited. Terracing encouraged

per Land Development Section 703 Access

- Consider future development access/ inter-parcel access, especially on collector and arterials.
- Service function circulation patterns minimize conflict with vehicles/ pedestrians

per Land Development Section 803 Design standards

- Except in residential zoning districts, access no closer than 50 feet from intersection
- Except in residential zoning, curb cuts minimum 40 feet apart (measured from back of curb)
- On arterial & collector streets, curb cuts must be min. 20 ft (measured back of curb) from property line
- Arterial road requires deceleration lane or standards required by GDOT

per Land Development Section 706 Multi-use paths

- Multi-use path nearby? If yes- a connection must be provided
- Multi-use path planned? If yes- Residential and commercial must provide an access easement and make a contribution to the multi-use path construction fund so City can construct the connection on the development when the planned path segment is constructed.

per Land Development Section 707 Utilities

- New utility lines must be underground. High tension and those placed prior to 1987 may remain above
- Industrial sites may connect to overhead lines, but the extension must be placed underground and may not connect directly to building.



per Zoning Section 909 Parking

- Spaces required
 - Land use category(ies) used/ ratio: _____
 - Square foot of land use(s): _____
 - Number required: _____ Number provided: _____
- If zoned commercial or industrial, no more than 125% of required spaces provided (variance by City Council needed if yes). 125% of required: _____
- Parallel parking spaces not to exceed one-fifth of the number of required spaces
- Access to parking does not block external traffic; adequate stacking space provided for drive-thrus

per Land Development Section 1108 Parking Design

- No more than 12 spaces in a row
- Planting areas shall be located in front and on sides
 - Front planting areas minimum of ten feet
 - Side planting areas minimum of six feet

per Zoning Section 910 Off-Street Loading

- Minimum spaces required:
 - Retail business < 2,000 ft in floor area: None
 - Retail business > 2,000 ft in floor area: One per 25,000 ft
 - Industrial /institutional uses: One for the first 25,000 ft of floor area, and:
 - 25,000 to 99,999: a total of two spaces.
 - 100,000 to 159,999: a total of three spaces.
 - 160,000 to 239,999: a total of four spaces.
 - 240,000 to 349,999: a total of five spaces.
 - For each additional 100,000 square feet or fraction thereof, above 350,000, one additional loading space shall be required.
 - Multifamily residences < 10 du = 0 spaces; 10-30 du = 1 space; > 30 = 1 per 30 du

per Land Development Sec 1109 Screening

- All HVAC screened by an opaque wall/ fence and/or evergreen plant
- Equipment on roof fully screened from streets and/or adjoining property.
 - Site line studies provided as a part of the conceptual site plan
 - Baffles and/or other noise reducing devices provided if adjoin residential property
- All trash containment enclosed and located not visible from streets and/or properties.

per Land Development Ordinance Sec 505 Conceptual site plan submittal requirements

- The plans shall be clearly and accurately drawn by a design professional licensed to practice in the state
- Name and address of the owner of record, developer, and seal of the engineer, architect or landscape architect who prepared the conceptual site plan;
- Name of the project, address, boundaries, date, north arrow, and scale of the plan;
- A vicinity map showing streets within an area of one thousand (1,000) feet from site
- Name, address, present zoning, and parcel numbers of all abutting and contiguous parcels;



Conceptual Site Plan Design Checklist

- Existing lot lines, easements, and rights-of-way, including area in acres of square feet, abutting land uses, proposed or existing driveways, and structures within two hundred (200) feet of the property line of the development site;
- The location of steep slopes, significant stands of trees, creeks, watercourses, stormwater detention and drainage ways, floodplains, wetlands, and any environmentally sensitive areas;
- A generalized summary of land use arrangements within the proposed project, showing types of uses and intensities proposed within areas of the development (tabulation of building square footages);
- A copy of an accurate, up-to-date and certified plat of the property on which the project is to be built.
- A tree survey, prepared in accordance with the requirements of section 1104 of these regulations.
- A conceptual stormwater management plan prepared in accordance with the requirements of section 1011(f)(2) of these regulations.
- And the following if applicable:
 - Schematic architectural elevations for all buildings or a set of design guidelines that includes the unifying elements that are to be incorporated within the overall project (including each outparcel);
 - Identification of primary physical characteristics of each building including predominant color(s), exterior materials and architectural features, proposed building heights and lighting plans as identified within section 733 of these regulations; and
 - Master sign program, including size, fonts and colors as indicated in section 66-15 of these regulations.
 - If the proposed project calls for construction over a period of years, a schedule showing the proposed time and sequence within which the applications for final approval of all sections of the developments are intended to be filed shall be submitted.
 - Any additional information deemed necessary by the city planner.

per Land Development Div 5 Standards for Lighting Design

- A lighting plan required for all non-single family res. dev. of one acre or more in size.
- Lighting plan and light fixture specs shall be submitted with lighting permit. See *Lighting Checklist*

per Land Development Division 4 Standards for Retail, Commercial, and Industrial Building Design

- Project within 500 ft of major thoroughfare? (If yes, use *Building Design Checklist*)
 - if a proposed development not visible from road, the PC may waive review

per Land Development Ordinance Sec 307 Development Impact Fees

- All new square footage will be assessed an impact fee
 - City planner to estimate new square footage and enter into database. Official letter will be sent when a building permit is applied for. The City may not issue a building permit until the impact fee is collected.