



**CITY OF NORCROSS
FINAL PLAT REVIEW - ENGINEERING**

DEVELOPMENT NAME: _____

ADDRESS/DISTRICT/LANDLOT/PARCEL: _____

ENGINEER: _____

DATE: _____

CITY TRACKING NO.: _____

Please contact City Engineer at 678-421-2027 with questions/ comments.

X – NEEDS TO BE ADDRESSED

STATUS OF REVIEW

- ... Walk through. Please address all comments and contact the City Engineer at 678-421-2027 to set up an appointment to review the addressed comments.
- ... Drop-off, include a copy of these comments and one set of plans. Bring to community Development Office 2nd Floor, City Hall. Other Comments to follow. If necessary, please consult this checklist and the Development Regulations of the City of Norcross, Georgia for minimum plan requirements.

GENERAL PLAN COMMENTS

- ... 1. Name of the subdivision, unit number, Land Lot, District, and Land Lot number. (DR 320-120.3a) _____
- ... 2. Name, address, and telephone number of owner of record, and the subdivider (if not the owner). (DR 320-120.3b) _____
- ... 3. Name, address, and telephone number of each professional firm associated with the portion of the subdivision within the Final Plat (engineer, surveyor, landscape architect, etc.). (DR 320-120.3c) _____
- ... 4. Date of plat drawing, graphic scale, north point; notation as to the reference of bearings to magnetic, true north or grid north, and indication whether bearings shown are calculated from angles turned. (DR 320-120.3d) _____
- ... 5. Location sketch of tract showing major surrounding features. (DR 320-120.3e) _____
- ... 6. Name of former subdivision, if any or all of the Final Plat has been previously recorded. (DR 320-120.3f) _____
- ... 7. Case number and date of approval for any applicable rezoning, Special Use Permit, Variance or Waiver affecting the property. (DR 320-120.3g) _____
- ... 8. Location and dimension of any buffer, landscape strip, special setback, no-access easement, etc., required by the Zoning Resolution or these Regulations. (DR 320-120.3h) _____

- ... 9. Boundary lines of the tract, to be indicated by a heavy line, giving distances to the nearest one hundredth foot and bearings to the nearest second. (DR 320-120.3i) _____
- ... 10. Bearing and distance to designated tie point shall be shown. The Plat shall have a closure precision of 1 foot in no less than 10,000 feet. (DR 320-120.3i) _____
- ... 11. Municipal or County jurisdictional lines approximately tied to the lines of the subdivision by distance and angles when such lines traverse or adjoin the subdivision; land lot lines traversing or adjoining the subdivision shall also be indicated. (DR 320-120.3j) _____
- ... 12. Locations, widths, and names of all streets and alleys within and immediately adjoining the plat, the location and widths of all internal public crosswalks, and all other public rights-of-way. (DR 320-120.3k) _____
- ... 13. Street center lines showing angles of deflection and standard curve data including radii, length of arcs and tangents between curves, point of curvature (PC) and point of tangency (PT). (DR 320-120.3l) _____
- ... 14. Lot lines with dimensions to the nearest one-tenth of a foot and bearings to the nearest second, and radii of rounded corners, as necessary to delimit each lot. (DR 320-120.3m) _____
- ... 15. Building setback lines along streets with dimensions. (DR 320-120.3n) _____
- ... 16. When lots are located on a curve or when side lot lines are at angles other than 90 degrees, the lot width measured in accordance with the provisions of the Zoning Resolution may be required to be shown, if deemed necessary by the Department for clarity. (DR 320-120.3o) _____
- ... 17. Lots numbered in numerical order and blocks lettered alphabetically. (DR 320-120.3p) _____
- ... 18. Location and size of all drainage pipe, location and extent of detention ponds, the location and size of all public water mains and fire hydrants, and the location, dimensions, and purpose of any easements, including construction or slope easements if required. (DR 320-120.3q) _____
- ... 19. Location of any areas to be reserved, donated, or dedicated to public use with notes stating their purpose and limitations. Location of any areas to be reserved by private deed covenant for common use of all property owners, or dedicated to a homeowner's association. (DR 320-120.3r) _____
- ... 20. A statement of private covenants if any, and if the Gwinnett County Development Regulations are brief enough to be put directly on the plat; otherwise, if covenants are separately recorded, a statement as follows:
- This plat is subject to the covenants set forth in the separate document(s) attached hereto dated _____, which hereby become a part of this plat, and which were recorded _____ and signed by the owner. (DR 320-120.3s)
- ... 21. Accurate location, material, and description of monuments and markers (all monuments shall be in place prior to approval of the Final Plat.) (DR 320-120.3t) _____
- ... 22. Extent of the 100-year floodplain and a floodplain chart showing the area within and outside the floodplain for each lot containing any portion of the 100-year floodplain. Origin of the floodplain data shall be indicated. (DR 320-120.3w) _____
- ... 23. Street address numbers and block number designations for street names signs on abutting streets, where appropriate. (DR 320-120.3x) _____
- ... 24. Individual lots shall be designated HLP (House Location Plan), RDP (Residential Drainage Plan) and/or RDS (Residential Drainage Study) if such are required by the Department to be approved prior to issuance of a building permit. (DR 320-120.3y) _____

- ... 25. If any lands are shown as the Final Plat for dedication to City of Norcross other than street rights-of-way or easements, a Warranty Deed transferring title to said land in fee simple, in a form acceptable to the Director, shall be submitted with the Final Plat application. (DR 320-120.5) _____
- ... 26. If any lands are shown on the Final Plat for dedication to a Property Owners Association in order to meet minimum park or open space requirements of these Regulations, a copy of the deed of transfer for such dedication and a copy of the instrument of incorporation of the Property Owners Association shall be submitted with the Final Plat application. (DR 320-120.6) _____
- ... 27. Each Final Plat shall bear the following certificates or statements printed or stamped thereon as follows: (DR 320-120.7A)

a. Final Surveyor's Certificate:

It is hereby certified that this plat is true and correct as to the property lines and all improvements shown thereon, and was prepared from an actual survey of the property made by me or under my supervision; that all monuments shown hereon actually exist, and their location, size, type and material are correctly shown. The field data upon which this plat is based has a closure precision of one foot in _____ feet and an angular error of _____ per angle point, and was adjusted using _____ rule. This plat has been calculated for closure and is found to be accurate within one foot in _____ feet, and contains a total of _____ acres. The equipment used to obtain the linear and angular measurements herein was _____.

By: _____
 REGISTERED GEORGIA LAND SURVEYOR
 REG NO _____ DATE OF EXPIRATION _____

b. Owners Acknowledgment and Declaration:

STATE OF GEORGIA, COUNTY OF GWINNETT

The owner of the land shown on this plat and whose name is subscribed hereto, in person or through a duly authorized agent, acknowledges that this plat was made from an actual survey, and dedicates by this Acknowledgment and Declaration to the use of the public forever all streets, sewer collectors, lift stations, drains, easements, and other public facilities and appurtenances thereon shown.

 SIGNATURE OF SUBDIVIDER DATE SIGNED

 PRINTED OR TYPED NAME OF SUBDIVIDER

 SIGNATURE OF OWNER DATE SIGNED

 PRINTED OR TYPED NAME OF OWNER

... 28. Final Plat Approval: (DR 320-120.7C)

The Director of the Community Development Department certifies that this plat complies with the Zoning Ordinance and the Development Regulations, and that it has been approved by all other operational city departments, as appropriate. This plat is approved subject to the provisions and requirements of the Development Performance and Maintenance Agreement executed for this project between the Owner and City of Norcross.

DATED THIS _____ DAY OF _____, 20 ____.

DIRECTOR
COMMUNITY DEVELOPMENT DEPARTMENT

- ... 29. Environmental Health Department Certification (for Subdivisions Served by Septic Tanks): (DR 320-120.7D)

The lots shown hereon have been reviewed by the Environmental Health Department and with the exception of lots _____ are approved for development. Each lot is to be reviewed by the Environmental Health Department and approved for septic tank installation prior to the issuance of a building permit.

DATED THIS _____ DAY OF _____, 20 ____.

BY: _____

TITLE: _____

ENVIRONMENTAL HEALTH DEPARTMENT

- ... 30. Public Notice - Drainage: (DR 320-120.7E)

- a. Every residential Final Plat shall contain the following statements:

(1) NOTE: City of Norcross assumes no responsibility for overflow or erosion of natural or artificial drains beyond the extent of the street right-of-way, or for the extension of culverts beyond the point shown on the approved and recorded subdivision plat.

(2) NOTE: Stream Buffer Easements are to remain in a natural and undisturbed condition.

(3) NOTE: Structures are not allowed in drainage easements.

- b. Every nonresidential Final Plat shall contain the following statement:

(1) NOTE: City of Norcross assumes no responsibility for overflow or erosion of natural or artificial drains beyond the extent of the street right-of-way, or for the extension of culverts beyond the point shown on the approved and recorded subdivision plat. The City of Norcross does not assume the responsibility for the maintenance of pipes in drainage easements beyond the City right-of-way.

(2) Stream Buffer Easements are to remain in a natural and undisturbed condition.

(3) NOTE: Structures are not allowed in drainage easements.

- ... 31. Submit As-built Hydrology Study. _____

- ... 32. Submit BMP Maintenance Agreement and BMP Maintenance Bond. _____

- ... 33. Complete accompanying route sheet from checked agencies outside of Norcross. _____

OTHER COMMENTS

- ... 34. _____
- ... 35. _____
- ... 36. _____
- ... 37. _____
- ... 38. _____
- ... 39. _____
- ... 40. _____
- ... 41. _____
- ... 42. _____
- ... 43. _____
- ... 44. _____
- ... 45. _____
- ... 46. _____
- ... 47. _____
- ... 48. _____