



SANDY SPRINGS

GEORGIA

SANDY SPRINGS COMMUNITY DEVELOPMENT DEPARTMENT MINIMUM SUBMITTAL REQUIREMENTS

LAND DISTURBANCE:

Completed Application and Submittal Fee.

Site Plan sealed, signed and dated by a State of Georgia Design Professional (Professional Engineer, Registered Land Surveyor, or Landscape Architect)

Executed Residential Erosion & Sedimentation Control and Tree Conservation Agreement.

Five copies of Plans.

Two copies of Stormwater Management Report.

Note: The Plans may be returned without a review if the following information is not included:

1. Boundary of entire Parcel including Metes & Bounds w/ Point of Beginning, North Arrow, and a Graphic Scale.
2. If the Plans contain a Retaining Wall greater than four feet in height, **a separate Retaining Wall Permit is required**. If the Wall is greater than six feet in height, the wall must include a design by a Georgia Professional Engineer.
3. Copy of approved Sanitary Sewer Plans by the Fulton County Department of Public Works, unless an existing sewer tap is to be re-used.
4. Copy of approved Water Plans by the City of Atlanta unless an existing water meter is to be re-used.
5. Copy of approved Septic Plans by the Fulton County health Department if the property has no sanitary sewer available.
6. If a Demolition Permit has been applied for or issued, the Demolition Permit Number should be shown on the Plan.

Note: After the original submittal, the Plans will not be accepted without a copy of comments received.

Note: Prior to the third submittal, a meeting amongst Designer, Owner, and Reviewer is required or the plans will not be accepted.