



## Transportation Checklist for Land Disturbance Permits

Project Name: \_\_\_\_\_ Location/Tax ID: \_\_\_\_\_  
Permit Number: \_\_\_\_\_ Date of Review: \_\_\_\_\_  
Reviewed By: **Mark Moore 404-867-1640**

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Please address all items marked with an "X"

*NOTE: The following abbreviations are used in the checklist:*

**MUTCD** - Manual of Uniform Traffic Control Devices. A signing and striping reference document produced by the Federal Highway Administration

**AASHTO** - A Policy on Geometric Design of Highways and Streets, by American Association of State Highway Transportation Officials

**R/W** - Right of Way

**GDOT** - Georgia Department of Transportation

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**X** **GDOT Driveway Permit Number**

This development accesses on a road maintained by GDOT and/or a City road with a currently programmed state improvement project. Provide G.D.O.T. driveway permit number and approval. No Land Disturbance Permit will be issued showing roadway improvements until G.D.O.T. plans and approval are presented to Sandy Springs Department of Community Development.

**X** **GDOT R/W Dedication and Reservation**

Plans must show GDOT mandated R/W dedications and reservations for all projects adjacent to any road maintained by GDOT and/or any City road with a currently programmed state improvement project.

**X** **Traffic Control Plan**

A separate sheet dedicated to a Traffic Control Plan should be submitted with the Land Disturbance Permit approval drawings if the improvements associated with the development will create the need for supplemental road improvement, signing, or striping of a City road which will either be accessed on or dedicated by the development. The plan should be at a scale of between 1" = 20' and 1" = 60', contain a location map and north arrow. It must include all warning devices, barricades, signage, and operational changes to all affected roads, including any necessary detour routes. All work zone signage and marking must conform to the MUTCD.

**X** **AASHTO Compliance**

All road designs shall conform to AASHTO and these checklist items as a minimum. Revise plans to conform to AASHTO requirements noted in the review.

**X Plan Conventions**

All plans must include north arrow (oriented to top or right of sheet), location map, and scale of between 1" = 20' and 1" = 60'.

**A. Curb Cuts**

- X** 1. Show all existing and proposed curb cuts which are within 300 feet of proposed driveway(s) along property frontage.
- X** 2. Dimension distance from centerline of project curb cuts to existing and/or proposed curb cuts.
- X** 3. Show angle of incidence of centerline of driveway and entrance, with centerline of road.
- X** 4. Show width of driveway entrance from back of curb to back of curb. Driveway widths must conform to Sandy Springs Driveway Manual and Standard Details.
- X** 5. Show concrete apron per Sandy Springs Standard Details For private residential street entrances and commercial & industrial entrances; add this detail to your plans.
- X** 6. Show right-in/right-out only curb cut design per Sandy Springs Standard Details; add this detail to your plans.
- X** 7. Show any proposed walls and/or fences along the property frontage. No portion of the fence may be closer than 3' to the R/W line. If the fence is located within the R/W reservation, an agreement must be filed, before LDP issuance, that the fence will be removed at no cost to the City at any future time that the City may purchase the reservation. Such agreement must be filed with the City Clerk and the Department of Public Works, and tied to the property deed.
- X** 8. Show separate dimensioned entrance detail for all gated entrances.

**B. Roadway Construction/Drainage**

- X** 1. Show proposed improvement(s) on City roads dimensioned from legal centerline of road. Include deceleration, left turn lanes, road widening, and other improvements as required by Sandy Springs Driveway Manual. All improvements must conform to Sandy Springs Standard Details.
- X** 2. Show how the proposed road improvement(s) will be tied into the existing conditions, on the City road at the limits of the property frontage with the adjacent parcel(s).
- X** 3. Show roadway widening per Sandy Springs Standard Details, if required; add the appropriate detail to your plans.

- X 4. Show concrete with topping construction detail when roadway widening is less than four feet, per Sandy Springs Standard Detail.
- X 5. Show curb and gutter improvements on all frontages, per Sandy Springs Standard Details; add the appropriate detail to your plans.
- X 6. Show sidewalks as required per Sandy Springs Subdivision Regulations, and Sandy Springs Standard Details; add this detail to your plans.
- X 7. Show drainage flow lines, high points and low points along your road frontage.
- X 8. Show internal roadway cross-sections and widths per Sandy Springs Standard Details; add the appropriate detail to your plans.

**C. Signing/Striping**

- X 1. Show legal centerline of all existing and proposed City roads. Show speed limits for all roads (existing and proposed); label proposed as future public or private.
- X 2. Show deceleration lane(s) striping and signage, if required. Show signing and striping on the plans per Sandy Springs Standard Details and the MUTCD.
- X 3. Show left turn lane(s) striping and signage, if required. Show signing and striping on the plans per Sandy Springs Standard Details and the MUTCD.
- X 4. Show striping plan for frontage resurfacing. Show signing and striping on the plans per Sandy Springs Standard Details and the MUTCD.

**D. Sight Distance**

- X 1. Intersection Sight Distance Profile

Show intersection sight distance (not to be confused with stopping sight distance) of each proposed intersection entrance, street or driveway.

Intersection sight distance is determined with an assumed height of driver's eye of 3.5 feet and an assumed height of object of 3.5 feet when measuring in the vertical plane. When measuring in the horizontal plane, the intersection sight distance is determined with an assumed driver's eye location from a point 4' offset from the centerline and 15' from the edge of closest travel lane to a point along the centerline of the closest oncoming travel lane. When measuring in either plane, the line of sight must remain in the proposed standard dedicated ROW.

## **E. Right of Way / Utilities**

- X** 1. Show proposed R/W dedication and reservation, dimension from centerline.
- X** 2. Show a 10.5 foot R/W shoulder dimensioned from the back of curb of all road improvements, if the road improvement plus 10.5 feet will be greater than the proposed R/W dedication.
- X** 3. Show R/W miter at external street intersections of at least 20 feet radius.
- X** 4. All utility locations must conform to Sandy Springs Standard Details; add this detail to your plans.
- X** 5. Show 13.5 ft of R/W dedication from back of curb on Roswell Road (SR 9), per GDOT Driveway Manual
- X** 6. Show R/W widths for all proposed streets and cul-de-sacs per Sandy Springs Standard Details, Subdivision Regulations, and Driveway Manual.

## **F. Vertical Alignment (for internal streets)**

- X** 1. Major street (50' ROW) = 12% maximum grade  
Minor street (44' ROW) = 14% maximum grade  
All grades exceeding 12% shall not exceed a length of 250 feet.
- X** 2. Show minimum centerline profile and longitude gutter slopes with grade of 0.5 percent when used as a tangent.
- X** 3. Show minimum Vertical curve lengths, per Sandy Springs Subdivision Regulations.
- X** 4. Show compliance with Sandy Springs Subdivision Regulations for leveling course design at approaches to an intersection,  $\pm 3\%$  maximum.

## **G. Horizontal Alignment (for internal streets)**

- X** 1. Show minimum horizontal centerline curve radius, per Sandy Springs Subdivision Regulations.
- X** 2. Show minimum tangent lengths between reverse horizontal curves of 50 or 100 feet, per Subdivision Regulations.
- X** 3. Show desired ninety degree angle of incidence between intersections, per Subdivision Regulations.

## **H. Notes**

- X** 1. Show the following notes on the plans prior to approval:

- New pavement is required across all property frontages, to be installed per Sandy Springs Standard Details or as directed by Sandy Springs Traffic Engineer:
- All traffic control and warning devices must be shown and placed per MUTCD. The traffic control plan is subject to change by the Sandy Springs Traffic Engineer.
- Temporary traffic control and warning devices shall be placed prior to the commencement of any road improvement work on City roads and shall remain in place until the conclusion of all signing and striping work.
- All signs shall conform to the MUTCD Standards and Sandy Springs for color, size, reflectivity, height, and placement.
- Striping (white and yellow) and arrow marking shall be applied using GDOT standards for thermoplastic striping.
- When necessary, existing striping shall be removed by grinding, unless specified by the Sandy Springs Traffic Engineer.
- All final signage must be installed concurrently with the performance of the striping work.
- Contact the Sandy Springs Traffic Engineer (770-698-4161) one week prior to commencement of any striping work.

## **I. Signal Permit**

- X** 1. Include separate signal plans if a signal is required for this development.

Signal plans must be submitted to, but not necessarily approved by, Sandy Springs Public Works prior to the Transportation sign-off for LDP. The signal plan checklist is available on our website at [www.sandyspringsga.org](http://www.sandyspringsga.org). If you have questions regarding signal plans or permits, please contact Alex Hofelich at 770-206-2557.

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*The City of Sandy Springs reserves the right to change this checklist and/or any review criteria deemed necessary at any time.*

*Checklist Last Updated: 3/13/06*