



## BRYAN COUNTY PLANNING & ZONING DEPARTMENT

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### ARTICLE XIV

Instructions for filing an Application for Abbreviated Approval of a Subdivision with no Improvements

**1. The applicant must submit the following:**

- Completed application
- Required fees (\$15.00/lot)
- Authorization by Property Owner
- Verification of property, fire, and personal tax status.
- 911 physical address. (653-4017)
- Septic tank site evaluation. (Richmond Hill - 756-2611, Pembroke - 653-4331)
- Affidavit under section 512 of Subdivision Regulations
- Copies of all recorded plats relating to applicant's acquisition and subsequent subdivisions of the land proposed to be subdivided. (Clerk of Superior Court 653-5256)
- The Mylar and five (5) copies of the proposed final plat

If the proposed subdivision creates a Remaining Tract, defined as, the balance of a tract after deducting the Lot or Lots proposed for approval under Articles XIII, XIV, or XV, the following information regarding the Remaining Tract must be submitted with the application:

- Whether a habitable dwelling is located on the remaining tract.
- If the habitable dwelling is served by an on-site water system or sewerage disposal system, indicate whether such system(s) are located on the remaining tract.
- Measurement of road frontage on remaining tract.
- A sketch showing the acreage and dimensions of the Remaining Tract, long with the location of the Habitable Dwelling(s) and water/sewerage system(s), if existing, and the location of abutting roads).

→ The planning and zoning director shall determine whether the remaining tract must be shown on the final plat under Article XIV

## FINAL PLAT

The Final Plat shall conform to O.C.G.A. 15-6-67, known as the Georgia Plat Act, as amended, and any additional items prescribed in the Bryan County Ordinances and any other applicable laws and engineering policies of Bryan County.

The final plat shall also bear the items listed in the appendix to the Bryan County Subdivision Regulations entitled "Required Items and Certifications," along with any other items as may be required by ordinance.

If a plat contains wetlands, the U.S. Army Corps of Engineers stamp must be included on plat.

If subdivision borders a road maintained by the State of Georgia, D.O.T. approval is required for subdivision's plan for access to such road.

### *NOTE*

An applicant seeking approval under Article XIV must designate the type of approval requested for each Lot situated within a proposed subdivision. If approval of a subdivision or a lot is granted under Article XIV, the final plat shall clearly label each Lot as to the type of approval granted.

Limited approval under Article XIV may only be granted by the Planning Director for lots that are a minimum of ten (10) acres. All lots shown on the final plat which are less than ten (acres) must meet the required criteria for Full Approval, or be clearly labeled "Building Permits not allowed." Lots shown on the final plat designated for Limited Approval must show the boundaries of a contiguous area of at least 2.5 acres in size and be clearly labeled as "Buildable Area." For lots of Limited Approval, building permits can be obtained only for construction within the area identified as "Buildable Area" and the following statements must be printed on the Final Plat in type size 12 point or larger:

### **Building Permits Allowed Only Within Areas identified 'Buildable Area'**

**"The recording of this plat is approved by the Bryan County Planning Director for the limited purpose of establishing the external boundary lines and dimensions shown on the Plat and identifying areas for which Building Permits may be obtained. No approval is given with respect to any other matter. By reference to this Plat, Building Permits can be obtained only for the areas identified as "Buildable Area."**

No approval shall be required if no new streets or roads are created or no new utility improvements are required or no new sanitary sewer or approval of a septic tank is required. Any plat of survey containing thereon a certification from the licensed surveyor that the provisions relative to this subsection do not require approval shall entitle said plat to record.

**ARTICLE XIV - APPLICATION FOR ABBREVIATED APPROVAL**

CASE SD# \_\_\_\_\_

Date received \_\_\_\_\_

Map and Parcel # \_\_\_\_\_

Owner of property: \_\_\_\_\_

Owner's address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Owner's phone no. \_\_\_\_\_ Fax no. \_\_\_\_\_

Applicant: \_\_\_\_\_

Applicant's address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Applicant's phone no. \_\_\_\_\_ Fax no. \_\_\_\_\_

Location of Property \_\_\_\_\_

Name of Access Road \_\_\_\_\_

Address of Property \_\_\_\_\_

Total Acreage \_\_\_\_\_

Present Zoning \_\_\_\_\_

Existing structures \_\_\_\_\_

Current use of property \_\_\_\_\_

Proposed use of propert(ies) \_\_\_\_\_

Expected Access Road Frontage on each new lot \_\_\_\_\_  
\_\_\_\_\_

The Planning Director shall approve or deny the application within 15 days of the submission date:

\_\_\_\_\_  
Signature of property owner/applicant

\_\_\_\_\_  
Date

## PLAT REQUIREMENTS

Plats shall conform to the amended Code Section 15-6-67 of the Official Code of Georgia. In addition the following information shall be shown:

1. Vicinity map showing location of project
2. Name of owner of record
3. Name of subdivision, if applicable
4. Date
5. North arrow showing grid, true or magnetic (reference will not be accepted by itself)
6. Graph Scale
7. Name, signature, registration number, and seal of registered surveyor and date of preparation.
8. Name of county and general militia district in which subdivision or lot is located.
9. Scale to meet requirements of Georgia Plat Act.
10. Sufficient data to reproduce accurately on the ground the location, bearing, and length of every road and alley line, lot line, easement, boundary line, and building line whether curved or straight, This shall include the radius, point of tangency, and other data for curved property lines and curved road, to an appropriate accuracy and in conformance with good surveying practices.
11. Names of owners of record of all adjoining land and all property boundaries, water courses, roads, easements, utilities, and other such improvements, which cross or form, any boundary line of the tract being subdivided.
12. If applicable, exact boundaries and original property lines within the tract of land being subdivided shown with bearings and distances.
13. Roads and alleys, right-of-way width, and road names.
14. Error of Closure.
15. Lot lines and minimum building setback lines.
16. Parks, school sites, or other public open spaces, if any.
17. All dimensions shall be to the nearest one-one hundredth (1/100) of a foot and angles to the nearest second.
18. Accurate description of the location of all the monuments and markers.
19. The final plat must be drawn on Mylar or comparable material.
20. Utility easements and widths. Location, dimensions, and purpose of any easements. (Water, gas, sanitary sewer, storm drainage, electrical lines, telephone lines, cable TV)
21. Signed certificates shall appear on the final plat which is submitted to the Board of Commissioners, Planning Commission, or Planning Director, by the divider/developer for recording as required in the subdivision regulations.
22. Location of all buffers, if applicable.
23. Letter or number to identify each lot or site.
24. Show all watercourses, wetlands, and flood zones, if any.
25. All plats shall show the expected limits of the one hundred year flood where appropriate,
26. Current zoning
27. Proposed finish floor elevations, if situated in an Unnumbered A Zone.
28. Location of all retention & detention basin for storm water control, if any.
29. Location of existing adjoining property lines.
30. Total Acreage of tract in acres.
31. Area of each divided/subdivided tract as indicated by the minimum size requirements (acre/square foot) of the Bryan County Zoning Ordinance for the Zoning District in which the tract is situation.

\_\_\_\_\_  
Engineering Director

\_\_\_\_\_  
Date of Approval

\_\_\_\_\_  
Health Department

\_\_\_\_\_  
Date of Approval

\_\_\_\_\_  
Planning Director

\_\_\_\_\_  
Date of Approval