



BRYAN COUNTY PLANNING & ZONING DEPARTMENT

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Richmond Hill, Ga. 31324
912-756-7962
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CHECKLIST FOR ARTICLE XII

Items 1-5 in this checklist, and all applicable fees must be submitted a minimum of 30 days prior to the approval date. Items 6-7 must be submitted to the appropriate party with a copy attached to application.

Items 8-9 must be submitted prior to the recording of the final plat.

Fees:	Single family residential	\$165 + \$15.00 per lot
	Multi family residential	\$165 + \$15.00 per lot
	Non residential	\$165 + \$15.00 per lot

1. Five (5) full size copies of the as built construction plans – construction plans must be prepared in accordance with Appendix A Section II;
2. Five (5) copies of the Final Plat – Final Plats must be a maximum of 18x24 inches and prepared in accordance with appendix A section I of the Subdivision Regulations;
3. One digital copy of the final plat which includes only the lots lines and streets.
4. Estimated cost of road construction within the subdivision.
5. A monetary amount sufficient to pay for any subdivision improvements not completed at the time of the approval. (see section 1201 of Article XII of the Subdivision Regulations).
6. Letter from Applicant's Engineer stating that all private water systems, drainage systems and private sewerage systems are in compliance with county or state regulations.
7. A letter to the county engineering and inspection's department requesting certification of all improvements excluding the water supply and sewerage disposal systems.
8. A letter to the health department requesting final approval of the water supply and sewerage disposal facilities.
9. A \$50.00 nonrefundable administrative fee and a letter of credit for any improvements that have not been completed at the time of approval.
10. A fully executed one year warranty secured by a letter of credit or a maintenance bond covering all subdivision improvements to be taken over by the county.



**BRYAN COUNTY
PLANNING & ZONING DEPARTMENT**

ARTICLE XII

REQUEST FOR FINAL PLAT APPROVAL OF SUBDIVISION WITH IMPROVEMENTS

DATE: _____ CASE SD# _____

NAME OF SUBDIVISION: _____

ADDRESS OR LOCAL ACCESS ROAD _____

MAP AND PARCEL # _____ ZONE _____

NUMBER OF LOTS: _____ TOTAL ACREAGE: _____

OWNER OF PROPERTY: _____

OWNER'S ADDRESS _____

OWNER'S PHONE NO. _____ FAX NO. _____

DEVELOPER (IF DIFFERENT) _____

DEVELOPER'S ADDRESS _____

PHONE NO. _____ FAX NO. _____

SIGNATURE OF PROPERTY OWNER/DEVELOPER

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 situated.

The following signed certification must appear on construction plans approved under this ordinance:

Approved under Article XI in accordance with Bryan County Subdivision Regulations.

Engineering Director

Date of Approval

Health Department

Date of Approval

County Engineer

Date of Approval
