



# RECURRING PLANNING COMMENTS: CHECKLIST

## COMPLETE PLANS

- Verify the complete submittal of all necessary documentation, see the QR code or the Development Service Center website for additional resources.
- Plans must be legible to be considered complete.

## COVER PAGE

- Include brief project narrative describing the proposed use of the property.
- Property ID Number must be on this sheet.

## PLANNING & ZONING

- Provide a landscape plan including buffers and streetscape requirements when applicable.
- Provide a lighting plan including a photometric layout.

## FIRE MARSHAL

- Provide proper fire department access.
- Appropriate placement of fire hydrants.
- Check these current codes/editions with state amendments: IFC, GA State Amendments, and Cherokee County Code of Ordinances

## STORMWATER

- Analysis of downstream conditions shall address runoff and review the need for downstream drainage easements.
- Provide a proper Hydrology Report.
- Identify offsite drainage basins.
- Ensure proper lot drainage through compliance with the IRC, and create additional lot drainage at rear of all lots.

## SOIL CONSERVATION & ARBORIST

- Submit GSWCC checklist separately.
- Include a Tree Preservation and Replacement Plan and an Arborist Report if the project requires an LDP.

## TRANSPORTATION

- In cases where a GDOT permit is required, ensure that approval is received prior to issuance of an LDP.
- When an issue is unaddressed in Cherokee County's Development Regulations, follow Federal/GDOT design standards.

## ENGINEERING

- Obtain an NOI prior to project submittal.
- Retaining walls must be completed and a Letter of Completion (LOC) must be submitted by a registered engineer.
- If applicable, obtain approval from the Environmental Health Department for the septic.

## GIS DEPARTMENT

- Reach out for addressing before project submittal.



Link to [ALL](#) required documents.