



Index #: _____

Genero #: _____

Legistar #: _____

PLAT APPLICATION

TYPE OF REQUEST:

☒ Preliminary Subdivision Plat

Present Zoning

R-1☐ Subdivision Final Plat

Proposed Use

RESIDENTIAL☐ Division Plat

Total Acreage

3.94

PROJECT

EIGHT WOODSTOCK

Name of Project

Property Address/Location

10770 + 10790 Woodstock Rd Roswell GA 30075

Suite/Apt. #

City

State

Zip Code

3511 ST12-17800351 0020

Land Lot

District

Section

Property ID

12-17800351 0012

APPLICANT/OWNER

CHARLIE BOSTWICK

Applicant

BRIGHTWATER HOMES

Company

230 HAMMOND DRIVE520SANDY SPRINGS GA 30068

Mailing Address

404 SBS 5990

Suite/Apt. #

City

State

Zip Code

charlie@brightwaterhomes.com

Phone

Cell Phone

Fax Phone

E-mail

REPRESENTATIVE

MIKE HAPONSKI #101007 RIDGE PLANNING + ENGINEERING

Contact Name and Company (Owner's Agent or Attorney)

1785 WHITE CIRCLE202MARIETTA GA 30066

Contact Mailing Address

404 557 2400

Suite/Apt. #

City

State

Zip Code

Fax Phone

E-mail

866 319 0672
mike@ridgepe.com

Phone

Cell Phone

I hereby certify that the information provided herein is true and correct.

Applicant Signature: Property Owner or Owner's Representative

Date

12 / 6 / 2013

OFFICE USE

Fee: \$ _____

☐ Cash ☐ Check # _____☐ CC - Visa/ MC

Date: _____ / _____ / _____

PLAT SUBMITTAL CHECKLIST OVERVIEW

	Preliminary	Final	Division
Completed application form:	●	●	●
<input checked="" type="checkbox"/> Preliminary Subdivision Plat			
<input type="checkbox"/> Final Subdivision Plat			
<input type="checkbox"/> Division Plat			
Submittal requirements:	●	●	●
<input checked="" type="checkbox"/> Fifteen (15) Preliminary Plat map sets, signed by owner. One (1) set of originals of other documents as required.	15 Prelim Final		
<input type="checkbox"/> Fifteen (15) Final Plat map sets including original, signed by owner and notarized. Final Plat shall be clearly and legibly drawn in permanent ink on plastic vellum sheets. One (1) set of originals of other documents as required.	5 Division		
<input type="checkbox"/> Five (5) Division Plat map sets including original, black or blue line prints on a white background, and five (5) sets of other documents as required.			
Note: For Final Plat and Division Plat: Sheet size shall not exceed 36 x 42 inches; no smaller than 8.5 x 11 inches. Sheets larger than 17 x 22 are accepted with the provision that required reduction costs shall be charged to surveyor of record. Plans should be folded, not rolled.			
<input type="checkbox"/> Application fees. See Fee Schedule;	\$___	\$___	\$___
<input checked="" type="checkbox"/> Completed Orientation Meeting Form;	●	NA	NA
<input checked="" type="checkbox"/> Include details as required by the <i>Roswell Code of Ordinances</i> , Chapter 19 Subdivisions. Refer to the Plat Submittal Detail list for a <i>Roswell Comprehensive Plan</i> list of plat requirements.	●	●	●
<input type="checkbox"/> Follows City of Roswell protocol for street names. Refer to the Street Name Regulations Memo page contained with the Plat Application Form for details;	NA	●	NA
<input type="checkbox"/> Completed and approved Stormwater Management/BMP Facilities Covenant Form available from the Planning and Zoning Office. Required for Division Plat only if more than 3 lots;	NA	●	●
<input type="checkbox"/> Signed Indemnity Agreement Form available from the Planning and Zoning Office;	NA	●	NA
<input type="checkbox"/> Maintenance and/or Performance Bonds as required by the Engineering Division of the City of Roswell available from the Planning and Zoning Office;	NA	●	NA
<input type="checkbox"/> If the property is located within the Parkway Village District, provide a Landscape Plan, Landscape Performance Bond and/or Landscape Maintenance Bond prior to final acceptance by the City;	NA	●	NA
<input type="checkbox"/> Letter from applicable power company indicating all fees for service and points and light poles have been paid;	NA	●	NA

PLAT SUBMITTAL DETAILS

	Preliminary	Final	Division
<input checked="" type="checkbox"/> Name and address of owner of record;	●	●	●
<input type="checkbox"/> Statement by the owner of record of the property that the entire ownership of the subdivider is included within the subject plat. This statement must be notarized on at least two (2) copies;	NA	NA	●
<input checked="" type="checkbox"/> Accurate reference to the land lot system, State of Georgia, Fulton County;	●	●	●
<input checked="" type="checkbox"/> Name and address of subdivider;	●	●	●
<input checked="" type="checkbox"/> Proposed name of subdivision and its acreage;	●	●	●
<input checked="" type="checkbox"/> Current zoning classification and conditions (when applicable);	●	●	●
<input checked="" type="checkbox"/> Location of the tract including land lot and district;	●	●	●
<input checked="" type="checkbox"/> North arrow;	●	●	●
<input checked="" type="checkbox"/> Statement indicating the reference of bearings (magnetic true north grid north);	●	●	●
<input checked="" type="checkbox"/> Statement indicating whether bearings are calculated from angles turned or taken from compass readings;	●	●	●
<input checked="" type="checkbox"/> Graphic scale, and a scale in numeric ratio;	●	●	●
<input checked="" type="checkbox"/> Date of the drawing of the plat;	●	●	●
<input checked="" type="checkbox"/> Vicinity map showing location of subdivision;	●	●	●
<input checked="" type="checkbox"/> Acreage of the entire tract to the nearest tenth of an acre, and the acreage contained within each lot or parcel as shown thereon;	●	●	●
<input checked="" type="checkbox"/> A heavy outlined boundary of the tract shall be provided and all distances shall be indicated to the nearest tenth of a foot. All angles shall be indicated to the nearest minute, and the error of closure shall be stated, and shall not exceed one in five thousand (1/5000);	●	●	●
<input checked="" type="checkbox"/> All municipal, county and land lot lines shall be shown;	●	●	●
<input type="checkbox"/> Lot lines with dimensions to the nearest tenth of a foot and bearings to the nearest minute;	NA	●	●
<input checked="" type="checkbox"/> Exact location of the public road adjacent to the tract and the centerline of the pavement;	●	●	●
<input checked="" type="checkbox"/> Names of owners of record of adjoining land;	●	NA	NA

PLAT SUBMITTAL DETAILS

	Preliminary	Final	Division
✓ Existing streets, utilities and easements on, adjacent to, and across from tract; All easements contiguous to or entering into any portion of the tract;	●	●	●
✓ Other physical features such as streams, lakes, swampy areas, flood plains, wetlands and existing structures; all existing structures and water courses and impoundments;	●	●	●
Identify accurate location, material and description of monuments and markers found or placed;	NA	●	●
✓ Proposed layout including streets, alleys, street names, lot lines with approximate dimensions, easements, land to be reserved or dedicated for public uses, and any land to be used for purposes other than single family dwellings;	●	●	●
✓ Proposed street pavement and right-of-way width, cul-de-sac pavement and right-of-way radius, intersection pavement and right-of-way radius, all centerline curve data and tangent data shall be provided;	●	●	NA
✓ Clearly identify existing and proposed right-of-way and existing and proposed roadway conditions along the entire roadway frontage;	●	●	●
✓ Interior and exterior sidewalks (5' wide with 5' brevity strip) shall be labeled;	●	●	●
✓ Square footage of each lot and lot line dimensions to the nearest one-tenth foot along with the bearings for said lines;	●	●	●
✓ Location, dimension and purposes of easements and areas to be reserved for public use;	●	●	●
✓ Street names, block numbers and lot numbers. Street addresses will be assigned by the City prior to recording;	●	●	NA
✓ Provisions for water supply, sewage disposal and storm drainage;	●	●	●
✓ Minimum lot size, minimum building front, side and rear yard setbacks and minimum lot width at building line noted; dimensions pursuant to the requirements of the applicable zoning district;	●	●	●
✓ Irregular shaped lots shall show lot widths at the minimum building line;	●	●	●
✓ Natural features within the proposed subdivision including drainage channels, bodies of water, wetlands, wooded areas and other significant features. On all water courses leaving the tract, the direction of flow shall be indicated, and for all water courses entering the tract, the direction and acreage of the drainage area above the point of entry shall be noted. Flood plains, wetlands and dam failure flood zones shall be outlined;	●	●	●

PLAT SUBMITTAL DETAILS

	Preliminary	Final	Division
✓ Identify tree save areas and all Specimen Trees. Indicate which, if any, Specimen Trees are proposed to be removed;	●	●	NA
✓ Location and results of percolation tests for lots which will not be served by a public or community sanitary sewage system, as required by the health department;	●	NA	NA
✓ The plat shall show ground elevations at five (5) feet contour intervals based on sea level datum (or a datum plan approved by the City Engineer) and a tie to one or more benchmarks approved by the City Engineer;	●	NA	NA
✓ Sight distance calculations must be shown. See the Engineering Division for methodology;	●	NA	NA
✓ Tie four corners of the survey to two (2) GPS points approved by the City Engineer;	●	●	NA
— “NOTE: The natural drains, branches, culverts and drainage structures show on this plat are necessary for drainage of the subdivision, and the City of Roswell will not be held responsible for overflow or erosion caused by them, or for extension of culverts shown. Pursuant to the ‘Land Subdivision Ordinance of the City of Roswell’, this plat was given final approval by the City of Roswell.”	NA	NA	●
✓ Include the following Drainage Notes releasing the City of Roswell from any and all liability: “DRAINAGE: The owner of record, on behalf of himself/herself/itself and all successors in interest, specifically release the City of Roswell from any and all liability and responsibility for flooding or erosion from storm drains or from flooding from high water of natural creeks, rivers or drainage features. Drainage easements are hereby established for the sole purpose of providing for the emergency protection of the free flow of surface or storm waters along all watercourses as established by a final plat. The City of Roswell may conduct emergency maintenance operations within this easement, where emergency conditions exist. Emergency maintenance shall include the removal of trees and other debris, excavation, filling and the like, necessary to remedy a condition, which in the judgment of the City of Roswell is potentially injurious to health, life, public property, public roads or utility systems. Such emergency maintenance, conducted for the common good, shall not be construed as constituting a continuing maintenance obligation on the part of the City of Roswell. The City reserves the right to seek reimbursement for expenses from the owner(s) of the property(ies) of the land that generated the conditions requiring the emergency service.”	●	●	NA

PLAT SUBMITTAL DETAILS

	Preliminary	Final	Division
FLOOD HAZARD NOTE: Portions of this property do _____ lie within a 100 year flood hazard zone as defined by the F.E.M.A. Flood Insurance Rate Map of the City of Roswell, Georgia, Community Panel Number _____, dated _____.	NA	●	●
"NOTE: No structure shall be located within forty (40) feet of an open drain";	NA	●	●
"NOTE: Disturbance of the 100 year flood plain is prohibited."	NA	●	●
Include a note indicating that water and sanitary sewer lines are dedicated to the appropriate agency as required;	NA	●	NA
<input checked="" type="checkbox"/> Other required notes as necessary.	●	NA	NA
Certification note by the Fulton County Dept. of Health and Wellness that the plat and proposed water and sewerage facilities are acceptable: "Division Plat: Approval by the Fulton County Dept. of Health and Wellness," shall be affixed to the original tracing prior to acceptance by the Zoning Director of the City of Roswell. Contact an Environmental Health Services staff member at 404-730-7800.	NA	●	●
"CERTIFICATE OF OWNER: The owner of the land shown on this plat and whose name is subscribed thereto, and in person or through a duly authorized agent, acknowledges that this plat was made from an actual survey and dedicates to the use of the public forever, all streets, parks, drains, easements and public grounds thereon shown, which comprise a total of _____ acres, for the purposes therein expressed. "	NA	●	NA
<div style="display: flex; justify-content: space-between;"> <div>Subdivider _____</div> <div>Date _____</div> </div> <div style="display: flex; justify-content: space-between;"> <div>Owner _____</div> <div>Date _____</div> </div>			
"CERTIFICATE OF SURVEYOR/ENGINEER: It is hereby certified that this plat is true and correct and was prepared from an actual survey of the property made by me or under my supervision; that all monuments show hereon actually exist or are marked as 'Future', and their locations, size, type and material are correctly shown; and that all engineering requirements of the 'Land Subdivision Ordinance of the City of Roswell' and the requirements of the 'Zoning Ordinance of the City of Roswell, Georgia' have been fully complied with."	NA	●	●
By: _____ Registered Civil Engineer No. _____ Address: _____ Phone No: _____ By: _____ Registered Georgia Land Surveyor No. _____ Address: _____ Phone No: _____			



PLAT SUBMITTAL DETAILS

		Preliminary	Final	Division
____ CERTIFICATE OF ZONING DIRECTOR:		NA	NA	●
____ Zoning Director	____ Date			
"Pursuant to the Land Subdivision Ordinance of the City of Roswell, Section 19.1.5, this plat has been approved for recording by the Zoning Director of the City of Roswell in accordance with existing rules and regulations."				
____ CERTIFICATE OF FINAL APPROVAL:		NA	●	NA
____ Mayor - City of Roswell	____ Date			
____ Chairman - Planning Commission City of Roswell	____ Date			
____ Engineer - City of Roswell	____ Date			



PRELIMINARY PLAT 2013 CALENDAR

Last Date for Submission	Planning Commission Meeting	Mayor and City Council Meeting
January 4, 2013	February 19, 2013	March 11, 2013
February 1, 2013	March 19, 2013	April 8, 2013
March 1, 2013	April 16, 2013	May 13, 2013
April 5, 2013	May 21, 2013	June 10, 2013
May 3, 2013	June 18, 2013	July 8, 2013
May 31, 2013	July 16, 2013	August 12, 2013
July 5, 2013	August 20, 2013	September 9, 2013
August 2, 2013	September 17, 2013	October 14, 2013
September 6, 2013	October 15, 2013	*November 11, 2013
October 4, 2013	November 19, 2013	December 9, 2013
November 1, 2013	December 17, 2013	January 13, 2014
December 6, 2013	January 21, 2014	February 10, 2014
January 3, 2014	February 18, 2014	March 10, 2014

Note

- It is mandatory that an orientation meeting be scheduled with the appropriate staff planner **prior** to the submittal of a plat application. It is **highly recommended** that all applicants meet with the City Transportation Department, Engineering Division, Fire Department, and Public Works Department **prior** to the submittal of plans.
- Preliminary plats must be complete and compliant by the last Wednesday of the month prior to the scheduled date before the Planning Commission. Complete and compliant preliminary plats submitted less than two (2) weeks prior to the hearing will be placed on the following month's agenda.
- Final plats must be complete and compliant, and all required materials accepted, two (2) weeks prior to the requested Mayor and City Council hearing. Final plats will not be placed on an agenda until the City Engineer has affixed their signature to the subject plat.
- Due to the public noticing requirements for Conservation Subdivisions, official scheduling of a hearing date will not be determined until all application requirements have been met and accepted by the necessary City departments.
- The Planning Commission meets in the City Council Chambers at 7:00 p.m. on the 3rd Tuesday of each month. Council Chambers are on the 2nd floor of Roswell City Hall at 38 Hill Street.
- The Mayor and City Council meet in the City Council Chambers at 7:00 p.m. on the 2nd Monday of each month to review subdivision plats and related items.

* Indicates a possible change in meeting date due to a holiday.



CITY OF ROSWELL FEE SCHEDULE

City of Roswell applications and resources are available at the front desk of the Community Development Department, or can be downloaded at no charge from the City of Roswell web site at www.roswellgov.com. Fees are payable to the City of Roswell by cash, check or credit card (MasterCard/Visa).

Zoning

—	Application for Rezoning	
	Base fee for first five (5) acres	\$1,000
	Additional for properties five (5) acres or more	\$100 per acre, max. \$5,000
—	Application for Concurrent Variance	
	Non-residential	\$350 for first
	Residential	\$250 for first
	Each Additional	\$50 each additional
—	Application for Conditional Use Permit	\$500
—	Application for Variance	
	Non-residential	\$350 for first
	Residential	\$250 for first
	Each Additional	\$50 each additional
—	Application for Administrative Variance	No Fee
—	Application for Administrative Division/Combination Plat	\$50; \$9 per page Fulton County
✓	Application for Preliminary Plat	\$200 + \$10 per lot
—	Application for Final Plat	\$100; \$9 per page Fulton County
—	Application for Wireless Facility	\$1,000
—	Parkway Village / Small Tract Status / Hardship	\$350
—	Street Name Change	\$500

Design Review Board (DRB)

—	Application for Design Plan Review (Major -- Over \$50,000)	\$350
—	Application for Design Plan Review (Major -- Less than \$50,000)	\$200
—	Application for Design Plan Review (Minor -- Administrative without Board review)	No Fee
—	Appeal (waived if appeal is successful)	\$100