



DeKalb County Planning & Sustainability Department

178 Sams Street  
Decatur, GA 30030

Lorraine Cochran-Johnson  
Chief Executive Officer

Juliana A. Njoku  
Director

**Important note:** All drawings shall have the seal and signature of the design professional, along with the date the drawings were prepared.

**ADDITION TO SINGLE FAMILY RESIDENTIAL –REVIEW CHECKLIST**

*This checklist shall be submitted with your documents/drawings. Answers shall be provided to all items as “no” or “yes”; and if “no”, you must explain why the item in question is not applicable.*

<b><u>Project Name:</u></b>	<b><u>Date:</u></b>
<b><u>Address:</u></b>	<b><u>Parcel #:</u></b>

INFORMATION TO BE SHOWN ON THE DRAWINGS	IS ITEM ADDRESSED?		IF NO, EXPLAIN
1. Provide address of property	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
2. Show graphic scale and north arrow	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
3. Delineate all wetlands and state water waters located on or within 200 ft of the project site	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
4. Delineate 25-foot undisturbed state buffers of state waters measured from the top of banks	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
5. Delineate 75-foot (50 ft on top of state 25') undisturbed state buffers of state waters measured from the top of banks	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
6. Minimum sheet size is to be 11" x 17"	NO <input type="checkbox"/>	YES <input type="checkbox"/>	

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<p>7. Variance from the County is required for encroachment into the 75-foot stream buffer.</p> <p>(a variance will be required from the state EPD for encroachment into the 25-foot state buffer, as well)</p>	<p><b>NO</b></p> <p><input type="checkbox"/></p>	<p><b>YES</b></p> <p><input type="checkbox"/></p>	
<p>8. Show limit of disturbance</p>	<p><b>NO</b></p> <p><input type="checkbox"/></p>	<p><b>YES</b></p> <p><input type="checkbox"/></p>	
<p>9. Show erosion and sedimentation control measures (ex: silt-fence or sediment barriers, permanent vegetation, etc.)</p>	<p><b>NO</b></p> <p><input type="checkbox"/></p>	<p><b>YES</b></p> <p><input type="checkbox"/></p>	
<p>10. Show double row silt-fence between land disturbance area and state waters, wetlands, and/or floodplain area.</p>	<p><b>NO</b></p> <p><input type="checkbox"/></p>	<p><b>YES</b></p> <p><input type="checkbox"/></p>	
<p>11. Show/provide contact information, address, email and name of builder, owner and developer</p>	<p><b>NO</b></p> <p><input type="checkbox"/></p>	<p><b>YES</b></p> <p><input type="checkbox"/></p>	
<p>12. Show/provide contact information, address, email and name of the 24-hr local erosion and sediment control contact</p>	<p><b>NO</b></p> <p><input type="checkbox"/></p>	<p><b>YES</b></p> <p><input type="checkbox"/></p>	
<p>13. Provide/show all existing structures (house, driveway, patio, deck, walls, etc..) and CLEARLY labelled them as existing.</p> <p>If any structure is to be removed, please indicate that on your drawing(s).</p>	<p><b>NO</b></p> <p><input type="checkbox"/></p>	<p><b>YES</b></p> <p><input type="checkbox"/></p>	
<p>14. Provide square footage of all existing structures</p>	<p><b>NO</b></p> <p><input type="checkbox"/></p>	<p><b>YES</b></p> <p><input type="checkbox"/></p>	
<p>15. Provide/show proposed additions and CLEARLY labelled them as proposed</p>	<p><b>NO</b></p> <p><input type="checkbox"/></p>	<p><b>YES</b></p> <p><input type="checkbox"/></p>	

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<p>16. Show square footage of proposed additions</p>	<p><b>NO</b> <input type="checkbox"/></p>	<p><b>YES</b> <input type="checkbox"/></p>	
<p>17. Show required maximum lot coverage and proposed lot coverage</p>	<p><b>NO</b> <input type="checkbox"/></p>	<p><b>YES</b> <input type="checkbox"/></p>	
<p>18. Show/provide the total square footage of existing impervious surfaces and proposed/final impervious surfaces.</p> <p>Please, note that if the difference between existing and proposed/final impervious surfaces is 2,000 sft or more but less than 5,000 sft, then a Runoff Reduction Volume is required to be provided for that difference (refer to the water quality checklist). If the difference is 5,000 sft or more, then compliance with sec.14-40 of the county codes is required.</p>	<p><b>NO</b> <input type="checkbox"/></p>	<p><b>YES</b> <input type="checkbox"/></p>	
<p>19. Show location of all existing features such as:</p> <ul style="list-style-type: none"> <li>• Flood plain limit (AE, A, X, etc.) with Base Flood Elevation</li> <li>• AFCF (area adjacent to future condition floodplain: 3' above BFE or 1' above Future Condition Floodplain, whichever is greater)</li> <li>• Future Conditions floodplain (if different from BFE)</li> <li>• Transitional zoning buffers</li> <li>• Easement</li> </ul>	<p><b>NO</b> <input type="checkbox"/></p>	<p><b>YES</b> <input type="checkbox"/></p>	