



Glynn County Community Development Department
1725 Reynolds St., Suite 200
Brunswick, GA 31520
(912)554-7428
www.glynncounty.org

Construction Plan Checklist

Project Name: _____

The Subdivision Construction Plan along with the supporting documentation constitutes the legal and technical data required to confirm compliance with the County Ordinances and to allow recording of land ownership information. The construction plan is prepared to describe the physical improvements, including pavements, utilities and storm-drainage facilities which will be needed to support the proposed subdivision or land development. The Construction Plans shall consist of a map or maps, drawn at a scale of not less than one inch to 100 feet. (Note: References are to Article VII of the Subdivision Regulations - §706) (scale 1"=100')

Items to be addressed prior to submittal of package:

1. Application fee
2. Completed and signed application
3. Completed Construction Plan Checklist
4. Agent Authorization Form (if required)
5. 1 – hard copy and 1 – electronic copy of plat
6. 1 – hard copy and 1 – electronic copy of Traffic Plan
7. Storm water calculations (electronic)
8. 1 – hard copy and 1 – electronic copy of Tree plan
9. 1 – hard copies and 1 – electronic copy of construction plans
10. Traffic Impact study (if needed)
11. Copy of approved/signed preliminary plat
12. Copy of soil, erosion and sedimentation control plan (LDA)

The plan shall demonstrate compliance with the County Zoning and Subdivision Ordinances. The county requires the following items for a complete submittal by identifying the sheet number (**do not use check marks**) and note number, if applicable. For information that does not apply, indicate as 'NA'.

	Sheet	Note #
1 The name and address of the owner of record		
2 Name, address and telephone number of the subdivider and Engineer responsible for preparation of the plans		
3 A written summary of the proposal giving information as to the overall types of the structures, number and size of units, types of businesses or industry and other data as needed so that the effects of the development can be determined.		
4 Contour lines based on sea level datum. These shall be drawn at intervals of no more than 1 Foot.		
5 Exact boundary lines of the subdivision by bearings and distances, and a scaled layout of lots and blocks with number and letter designations.		

6	Location of existing buildings and other structures on the tract and any natural features. Show trees on County rights-of-way and adjacent to the tract to be subdivided and within rights-of-ways affected by utility or other construction		
7	Date of the drawing, north point, graphic scale, and space for revision dates		
8	<p>Site grading and storm drainage plan including:</p> <ul style="list-style-type: none"> a. Flood zone statement based on the FEMA Flood Inventory Maps (FIRM) b. A hydrology report, as required by the County Engineer; prepared by a Professional Engineer registered in the State of Georgia c. The location of bodies of any water, drainage ways, and other watercourses which exist on the property. If the property contains or is adjacent to marshlands, the Construction Plans shall depict the marsh/upland boundary line accurately surveyed and certified by the Coastal Protection Section, Georgia Department of Natural Resources d. If the property contains or impacts wetlands, the surveyed wetland delineation shall be provided e. The direction of drainage flow in streams, storm sewers, gutters, sub-drains and the like f. The location of springs either within the right-of-way or draining to the right-of-way g. The location of storm sewers and appurtenances, including: <ul style="list-style-type: none"> 1. Catch basin with proposed elevations for tops and inverts 2. Road crossings 3. Out-falls of storm sewers h. Storm sewer profiles, as follows: <ul style="list-style-type: none"> 1. Profile of existing ground at centerline of the proposed storm sewer 2. Profile of the proposed finished grade 3. Percent of grade of the proposed storm sewer i. All existing and proposed drainage easements. j. The size and type or class of drainage pipe to be installed in conjunction with the project k. Proposed drainage ditches for the full length of all easements l. Soil erosion and sediment control plans and details per the Glynn County Soil Erosion and Sedimentation Control Ordinance 		
9	<p>Streets and appurtenances including the following information:</p> <ul style="list-style-type: none"> a. Route number of any state or federal highway to which connection is to be made b. Existing and proposed streets within the subdivision or its immediate vicinity including: <ul style="list-style-type: none"> 1. Location 2. Name 3. Location of pavement edge, together with any existing or required surface water drainage pipes or other appurtenances 4. Right-of-way with its location measured from the pavement centerline to the edge of the right-of-way 5. Radius of all returns 6. Stations at every one hundred (100) feet on the street centerlines and stations at points of curvature and tangency and at the beginning and the end of all returns, at centerline intersections and at subdivision or construction limits c. Road centerline curve data including deflection angle, radius, degree of curvature and tangent distance 		

- d. Cul-de-sac grade profiles, design elevations around the entire turnaround
- e. The profile of proposed street construction
- f. Existing roads proposed to remain in use, which traverse or abut the subdivision
- g. When a street temporarily ends in a cul-de-sac turnaround but is to be extended at a later date, the existing and proposed profiles shall be extended beyond the temporary cul-de-sac end a sufficient distance to show the feasibility of the future extension of the street
- h. When a proposed street intersects, extends or joins an existing street, both edges of the pavement surface of the existing street shall be shown in plan and profile for a sufficient distance (300 feet minimum) to show a smooth transition will exist
- i. Where a proposed street is shown near an existing body of water show profiles of the top of the bank, computed water elevations and the flow-line of any stream or open drainage way. Show the relationship of the proposed street grade to the profiles of the body of water
- j. If required by zoning or if proposed by the Subdivider, easements for pedestrian access across blocks
- k. If required by zoning or if proposed by the Subdivider, plan and profile of pedestrian and/or bicycle ways or path system.

The information related to the Water System shall be shown on the plans (refer to details in the Brunswick-Glynn County Joint Water and Sewer Commission)

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- a. An overall project map showing location of all waterlines, valves, fire hydrants and other appurtenances relative to streets, lot lines, lot elevations, channels, structures and other project features significant to proposed water system improvements
- b. Plan of water mains and appurtenances showing:
 1. Stations at valves, intersections, and appurtenances
 2. Size, and type or class of pipe and valves
 3. Distance from back of curb and or edge of pavement or right-of-way
 4. Water line easements
 5. The location (above or below) of storm sewers
 6. Location in relation to any parallel or crossing sanitary sewers
 7. Location of any booster pumping station, pressure reducing station, back flow prevention equipment, or water storage tank

The following information related to the Sanitary Sewerage System shall be shown on the plans (refer to details in the Brunswick-Glynn County Joint Water and Sewer Commission)

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- a. An overall project map showing location of all sewer lines, if any, relative to streets, lot lines, lot elevations, channels, structures and other project features significant to proposed sewer lines.
- b. Plan and profile of sanitary sewers and appurtenances showing:
 1. Station at every one-hundred (100) feet and at appurtenances
 2. Size of proposed pipes and structure. Design data and velocity profile of sewer lines ten (10) inches or larger diameter.
 3. Manholes with proposed elevations for tops and inverts to the nearest hundredth of a foot
 4. All stream crossings
 5. Profile of existing ground and finished ground at the centerline of the pipe together with invert and crown lines of the pipe
 6. Distance and percent grade between manholes

7. All existing or proposed sewer line easements
8. The size, class, and type of pipe to be installed
9. The location of all storm sewers as required to demonstrate freedom of conflict between sanitary and storm sewers
10. All locations and typical detail of sanitary sewer service stubouts
11. Station and deflection angle at each manhole
12. Location and details of any proposed lift stations or grinder pumps including detailed data

