



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

Preliminary Plat Checklist

Project Name: _____

The Preliminary Plat provides the legal and technical data required to confirm compliance with Glynn County Regulations and to proceed with the approval process for a subdivision. The Preliminary Plat shall consist of a map or maps, drawn at a scale of not less than one inch in two hundred feet. (Note: References are to Article VII of the Glynn County Regulations - §703)(scale 1"=200')

Items to be addressed prior to submittal of package:

1. Application fee
2. Completed and signed application
3. Completed Preliminary Plat 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 (if required)
7. Storm water calculations (hard or electronic) (if required)
8. 1 – hard copy and 1 – electronic copy of Tree plan
9. Traffic Impact study (if needed)
10. Landscape plan (if required)

The plat 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 proposed name of the subdivision and proposed street names; indicate whether streets are to be public or private		
2	Name, address and telephone number of the owner of record		
3	Name, address and telephone number of the subdivider		
4	Date of survey, north arrow and graphic scale, source of data, date of plat drawing and space for revision dates		
5	Preliminary Plat Certificates and Statements: <u>Certificate of Preliminary Design</u> and <u>Certificate of Preliminary Plat Approval</u>		
6	A vicinity map		
7	Name of former subdivision(s), if any		
8	Exact boundary lines of the tract of parcel to be subdivided, indicated by a heavy line giving length and bearings and total subdivision land area in acres		

9	Natural features within the proposed subdivision, including drainage channels, bodies of water, flood plain, wetlands and other significant features		
10	Cultural features within the proposed subdivision, including rights-of-way widths, and names of existing and proposed streets and alleys, existing structures, existing easements, buildings, city and county lines, zoning districts and boundaries and other significant information		
11	Proposed layout including lot lines with rough dimensions, lot numbers, block letters, street and alley lines, sites reserved through covenants, dedication or otherwise for public uses		
12	Location of existing water and sewer utilities, if a connection to a water or sewer system is proposed		
13	Proposed unit division or stage of development, if any		
14	Names of owners of record and zoning of land adjacent to the tract to be subdivided		
15	FIRM Panel Number and flood zone designation		
16	Building setback information per Zoning Ordinance including setback lines on odd shaped lots		