



General Development Plan Checklist - All Departments -

At a minimum, these are the requirements for a General Development Plan. Additional information may be required after staff review.

A. General Items

- Plan labeled with submittal type (i.e., General Development Plan, Master Plan, etc.)
- Project name (The project name must appear on every sheet and be consistent with the name on the application. A change of the project name shall include the current and former name.)
- Property address, if available
- Date plan prepared (Provide revision dates when applicable and identify revisions made)
- Vicinity map with north arrow
- Scale (Engineer's scale only. Scale should not be smaller than 1" = 50')
- North arrow
- Property Identification Number(s) (If the proposed development includes more than one lot of record, all PINs must be shown on the plan to verify zoning.)
- Property lines of subject property (existing and/or proposed) and adjacent properties
- Identification of contact person (Name, address, phone and fax numbers must be provided on the plan.)
- Total acreage (and total disturbed area, if different)
- Identification of all existing and proposed public and private rights-of-way within or adjacent to the subject property
- Proposed land uses
- Net residential density (if applicable)
- Open space, wetlands and recreational space
- Location of stormwater detention areas, streams, natural drainage ways, wetlands, channels or other waterways on the property
- Flood Zone (from most recent FIRM maps)
Note: Fill mitigation may be required for fill placed in A, AE or VE zones. Contact the City Stormwater Management Director for more information.
- Contours (can be from County's Lidar data for general plans only. Must be ghost-lined.)
- Datum reference of elevations
- Location of any existing and proposed freestanding signage

B. Zoning District(s), Land Use(s) and Use Performance Standards

- Zoning district(s) (Refer to the Official Zoning Map, not the County Tax Assessor's database)
- Proposed land use(s) (Refer to the appropriate land use schedule to determine if the proposed use is allowed. For Residential & Conservation / Recreational districts, see Zoning Section 8-3025(a). For Business & Industrial districts, see Zoning Section 8-3025(b). For PUD districts, see Section 8-3033.)
- Performance / use standards (Determine if the proposed use has any performance / use standards that must be incorporated into the plan. See applicable land use schedule or PUD section.)



C. Adjacent Property Information

- ___ Name and address of each adjacent property owner
- ___ Existing land use(s) and zoning of adjacent properties
- ___ Buildings and driveways within 100 feet of property lines

D. Development Standards

Refer to Zoning Section 8-3025(c) & (d) to determine if the subject property meets minimum development standards. For PUD-zoned properties, refer to the appropriate PUD section following Section 8-3033. Some zoning districts have their own section within the Zoning Ordinance. Refer to the table of contents.

- ___ Acreage and property dimensions for all lots within the project
- ___ Setbacks for front, side and rear yards (The required setbacks must be shown on the plan. If no setback is required, indicate on the plan.)
- ___ Maximum height (The proposed height of the development must be shown on the plan if required by the zoning district or if the property is zoned PUD.)
- ___ Density (If the development contains residential uses, the proposed density must be shown on the plan. Density requirements may be found in Zoning Sections 8-3021, 8-3025(d), or 8-3033.)
- ___ Maximum building coverage percentage (This must be shown if required by the zoning district or if the property is zoned PUD.)
- ___ Existing and proposed building footprint dimensions
- ___ Indicate how water and sewer services will be provided

E. Easements

- ___ All existing and proposed easements (Indicate type of easement, including those for billboards)
- ___ Contact name, address and phone number of easement holder(s)
- ___ Easement recodation (*On the plan, provide the Official Record Book and Page Number where any easements shown on the plan are recorded.*)

F. Traffic Circulation and Parking Standards

Refer to Zoning Ordinance Article D, Off Street Parking & Service Requirements. If the proposed development is within an RIP-A, RIP-A1, RIP-B, RIP-D, BC-1, B-B or R-M zoning district, see Section 8-3090. Also ensure that all ADA guidelines have been met. For assistance, contact Traffic Engineering at (912)651-6600 or the MPC at (912)651-1440.

- ___ Appropriate driveway widths, alignment and radii
- ___ Required and proposed parking space calculations (*show leasable area calculation, if required*)
- ___ Parking lot layout including appropriate parking space dimensions
- ___ Row(s) of parking not in excess of 12 spaces without a landscape island (*refer to Landscape and Tree Protection Ordinance*)
- ___ Display, freight and/or loading spaces
- ___ Width of existing streets including City rights-of-way
- ___ Proposed building or landscaping must not impair emergency vehicle access (*i.e. fire trucks*)
- ___ Sight distance (*Consider if landscaping, signage, etc. will block sight distance. The plan must certify that adequate horizontal and vertical sight distance will exist. Refer to ASSHTO requirements for assistance.*)



- ___ Opposing internal and external driveway(s) shown
- ___ Appropriate internal circulation and channelization for vehicles and delivery trucks
- ___ Existing and proposed curb cuts

Note: If a project will damage traffic control cables, require the relocation of street lights or signal poles or require a change to a traffic signal, an appointment must be made with the City Traffic Engineer. Also, some projects may require a traffic study. Call the City Traffic Engineer at (912)651-6600 for assistance. If a project is located on a state roadway, Georgia Department of Transportation (GDOT) regulations apply. For assistance, call GDOT at (912) 651-2144.

G. Stormwater

- ___ Procure and provide site mapping to illustrate the layout of the proposed development project and show in general how post construction stormwater runoff will be managed on the development site. Mapping for concept may be based on preliminary survey information such as enlarged USGS map, GIS data, deed plots, or old field survey, etc.
- ___ Provide a thorough assessment of the Natural Resources including both terrestrial and aquatic found on the development site by acceptable site reconnaissance and surveying techniques.
- ___ Assess potential application of green infrastructure practices in the form of better site planning and design techniques. Low impact development practice should be used to the maximum extent practicable during the creation of a stormwater management concept plan. At a minimum, the following site information shall be considered, utilizing available information instead of field exploration for concept development:
 - A) Soil type (from Soil Study)
 - B) Depth of ground water on site
 - C) If the type of development proposed is a “hotspot” as defined by the Ordinance and Design Manual, address how this influences the concept proposal.
- ___ Provide preliminary calculation to verify the site is suitable for the proposed project scale and layout to satisfy the Post-construction Stormwater Management Design Criteria and requirements of the current City of Savannah Stormwater Ordinance.
- ___ Briefly summarize in separate report the stormwater management strategy to be utilized for the proposed site design. This report shall be signed and sealed by the Georgia Registered Professional Engineer.

H. Water & Sewer

- ___ Provide a site map to illustrate the layout of the project and show where proposed water and sewer systems will tie into the existing systems.
- ___ Provide a brief project description indicating: project type; project size (lots, rooms, seats, square footage, acreage, etc.); anticipated water usage; and requested city utility services.
- ___ Has the availability of water and sewer service been confirmed? i.e. - has the Water and Sewer Planning and Engineering Department been consulted in this regard and, if required, has a Water and Sewer Availability letter been issued?



I. Greenspace, Landscaping and Tree Quality Points

A Landscape Plan is not required with a General Development Plan. However, the items listed below must be shown. Refer to the Landscape and Tree Protection Ordinance for additional information. The ordinance can be viewed online via the City of Savannah’s website (www.ci.savannah.ga.us). For assistance, contact the City Landscape Architect at (912)650-7891.

- Required and proposed greenspace percentage (*minimum of 20% required*)
- Required Tree Quality Points, including retained trees (*minimum of 1600 points required per acre of disturbed area*)
- Required Landscape Quality Points (*minimum of 400 points required per acre of disturbed area*)
- Required Parking Area Tree Quality Points, including retained trees (*minimum of 1200 points required per acre of parking area*). *These points count toward the total Tree Quality Points.*
- Required Parking Area Landscape Quality Points (*minimum of 400 points required per acre of parking area*). *These points count toward the total Landscape Quality Points.*

Landscape islands in parking area (*No more than 12 parking spaces in a row allowed without a landscaped island. Islands must be a minimum of 400 square feet of permeable area with a minimum width of 20 feet to support a canopy tree. Refer to the Landscape and Tree Protection Ordinance for specific dimensions and exceptions.*)

- Conceptual planting plan (*if known at the General Plan stage*)
- Accurately locate all trees to be retained on-site and existing trees within adjacent rights-of-way by common species name and size (*if known at the General Plan stage*)

Note: When preparing the Landscape Plan, also consider the following:

- 1) that trees cannot be planted within 10 feet of underground or overhead utilities and buildings
- 2) the long-term viability of the proposed landscaping (i.e., the appropriateness of plants and trees based on climate, soil, spacing, irrigation, proximity to impermeable area, etc.)
- 3) a permanent water source is required within 100’ of all new plantings
- 4) for Tree Protection Zone requirements, refer to the Landscape and Tree Protection Ordinance

J. Visual Buffers and Screening

Refer to Zoning Section 8-3066. This section does not apply to uses or zoning districts where more restrictive screening and buffering elements are required elsewhere in the Zoning Ordinance. Where a conflict exists, the more restrictive requirement applies. For assistance, contact MPC staff at (912)651-1440.

Type of Buffer (if required)

- Type “A” Type “B” Type “C”
- Type “D” Type “E” Type “F” Type “G”

K. Dumpster / Compactor Location(s)

- Dumpster / compactor location(s)
- 40 foot maneuvering clearance



L. Fire Department Access Roads—Permanent and Temporary.

Refer to currently adopted International Fire Code, all applicable NFPA Codes, Georgia Rules and Regulations of the Safety Fire Commission Chapter 120-3-3, Rules and Regulations for the State Minimum Fire Safety Standards, and City of Savannah Code of Ordinances. For definition, explanations, interpretations and alternatives contact the Fire Marshal's Office of the Savannah Fire Department at (912) 644-5960.

Note: The following are required during construction:

- (1) Approved Fire Department access roads are provided as required at the start of the project.
- (2) Fire Department access roads capable of supporting vehicle loads under all weather conditions.
- (3) Approved water supply for fire protection provided when combustible materials arrive on the job site.
- (4) Clearing and Grading – If the clearing and grading of a site includes on-site burning, a commercial burn permit is required.
- (5) All underground storage tanks (UST's) discovered during land clearing or disturbance shall be reported immediately to the City of Savannah's Fire Marshal's Office. A City of Savannah permit shall be required for the proper removal or closure of abandoned or out of service UST's.

M. Exceptions and Modifications

Zoning Article C, Sections 8-3051 through 8-3059 may apply to a development. Refer to the Zoning Ordinance regarding the following circumstances:

- ___ Walls and Fences (Section 8-3051). Information regarding the height of walls and fences within "R" (Residential) districts.
- ___ Structures Excluded from Height Limitations (Section 8-3052). Information regarding the various structures excluded from height standards.
- ___ Reduction of Front Yard Setback Requirements (Section 8-3054). Information regarding the possible reduction of the required front yard setback when the subject property is located in an "R" district.
- ___ Substandard Lots of Record (Section 8-3055). Information regarding existing substandard lots (two or more) that are adjoining, under one ownership, less than 5,000 square feet in area and are less than 50 feet wide. Also, information regarding lots that are less than 40 feet wide.
- ___ Group Development Standards (Section 8-3056). Information regarding two or more principal buildings located on the same lot. (See Group Developments, 8-3031.)
- ___ Width of Side Yards Abutting Streets (Section 8-3057). Information regarding the required side yard width when the subject property abuts a right-of-way.
- ___ Reduction in Rear Yard Size for Certain Lots Fronting on Lanes (Section 8-3058). Information regarding the possible reduction of the required rear yard setback when the subject property abuts a lane.
- ___ Off-Street Parking and Facilities in I-H Districts (Section 8-3059). Information regarding the ability to park, load and have service areas within the required front yard setback.

N. Other Information

The following items may or may not be applicable to all projects.

- ___ Mailbox location for multi-family developments
- ___ Traffic impact analysis (Required for any proposed development that abuts a roadway with a level of service that is less than C and/or where, in the opinion of the City of Savannah Traffic Engineer, the proposed development will adversely impact the existing traffic volume or pattern.)