

DEVELOPMENT PROCESS

1. **Pre-Application Review** – The developer or subdivider should meet informally with Community Development staff for advice and assistance. Sketches and drawings showing the existing conditions and the proposed layout may be submitted to determine where the plans do not comply with the Perry Land Development Ordinance (PLDO). There is no charge for the pre-application review.
2. **Preliminary Plat** – Required if the proposed subdivision is six (6) or more lots or a new street is involved.

Preliminary Plat Process

1. Submit three (3) copies of the preliminary plat to the Community Development Department with a letter requesting review and approval of the plat.
2. The Department will review the plat for conformance with the PLDO and present the findings to the Planning Commission.
3. Once the Commission has approved the preliminary plat the developer can install the physical improvements (streets, curbs, gutters, etc.) or post a performance bond guaranteeing completion of improvements. Before construction of improvements can begin a Land Disturbance Permit and construction plans for the improvements are required.

Preliminary Plat Approval Fees

Residential	\$ 83.00/lot
	\$2,620.00 minimum
Commercial/Industrial	1 – 3 acres \$2,430.00
	More than 3.1 acres \$2,430.00 plus \$257.00 each additional acre or portion thereof.
	Maximum Charge \$6,900.00

For residential and commercial third and each subsequent review – actual consultant cost plus five (5) percent.

3. **Plans** – Seven (7) copies of the Site Plan, Soil & Erosion Control Plan, Stormwater Management Plan, Improvements Construction Plan, Tree Conservation Plan and the Landscape Plan and three (3) copies of the Hydrology Study. The Community Development Department will review these plans for compliance with local and state regulations.
4. **Land Disturbance Permit** – Required of any land disturbing activity greater than one (1) acre.

Land Disturbance Permit Process

1. The permit application must be submitted to the Community Development Department along with the Erosion Control and Sedimentation Plan.
2. The Plan is sent to the Ocmulgee River Soil and Water Conservation District for review.
3. Once approved, a permit is issued and land-disturbing activity may commence.
4. The Land Disturbance Permit fee is \$40.00 per acre for the city and \$40.00 per acre for the state.

Erosion and Sedimentation Control Plan, Stormwater Management Plan and Improvements Construction Plan must be approved prior to issuance of a Land Disturbance Permit.

- 5. *Final Plat*** – Submitted to the Commission after installation of the physical development of the subdivision or the posting of the bond.

Final Plat Process

1. The subdivider shall submit a letter requesting review and approval of the final plat to the Commission.
2. Minimum of four (4) certified copies of the final plat must be submitted with the letter.
3. The Zoning Enforcement Officer will check the final plat for conformance with the approved preliminary plat and report findings to the Commission.

<u>Final Plat Approval Fee</u>	\$49.00/subdivision (plus recording cost if required)
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- 6. *Architectural Plans*** – Plans for the actual construction of the building must be reviewed prior to issuance of the Building Permit. The Community Development staff will check these plans for compliance with building codes.

- 7. *Building Permit*** – A building permit is required before construction can begin on any structure greater than 120 square feet. A single permit covers all aspects of the construction: building, mechanical, electrical, and plumbing.

<u>Building Permit Fee</u>	See current City of Perry Fee Schedule
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- 8. *Certificate of Occupancy*** – Once site development is complete a Certificate of Occupancy is issued. The structure cannot be occupied before the Certificate is issued. All aspects of the construction (paving, construction, landscaping, etc.) must be complete prior to occupancy.

**The development process does not necessarily have to follow these steps in the shown order.

Contact Information:

Department of Community Development
City of Perry
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1211 Washington Street
Perry, Georgia 31069
(478) 988-2720
Email: comm.development@perry-ga.gov

REQUIRED DEVELOPMENT PLANS

Tree Conservation Plan – A plan depicting the required trees for the project property. Twenty (20) units of trees per acre, or ten (10) units per acre for sites devoid of trees, are required of all projects greater than one (1) acres. One unit does not necessarily equal one tree. For example, a new tree with 2 ½” caliper size only has a .5 unit value. If existing trees are to be counted toward the requirements a tree inventory and survey must be performed showing the protected trees.

Erosion and Sedimentation Control Plan – This plan shows all devices and techniques to be used to control soil erosion. It must be submitted and approved prior to issuance of a Land Disturbance Permit.

Landscape Plan – This plan shows all required landscaping of parking areas and buffers. The types and numbers of all plant material must be depicted on the plan. Landscape Plans are only required on commercial and industrial projects. This plan may be shown as part of the Site Plan if space permits.

Site Plan – The Site Plan depicts the development of the site as a whole. The footprint of the building, parking areas, driveways, property lines, etc. is shown on the plan. The Site Plan may contain other plans as space permits.

Improvements Construction Plan – This plan depicts the proposed construction and profile of all streets, sanitary sewers, storm sewers, sidewalks, and other required public improvements. The plan must be prepared from an actual engineering survey, originating at the existing street, sewer, sidewalk and other required public improvements, prepared on standard plan and profile sheets showing cross-sections. The plan must be signed and sealed by a registered professional engineer.

Stormwater Management Plan – This plan shows all elements associated with stormwater. A Hydrology Study by a licensed engineer is required as part of the Stormwater Management Plan for new subdivisions and commercial projects. Please submit three (3) copies of the Hydrology Study with the Stormwater Management Plan.