

Staff Report

Subject: Ordinance Revision
Author: Steve Candler
Department: Development Services
Date: May 21, 2024

Item Description: Amendment To Chapter 14 - Buildings and Building Regulations Article II - Construction Code Division 2 - Section 14-56 - Permits

Summary Recommendation

The county needs a section of the ordinance that requires a professional site plan for non-residential land development. The county has a process for site plan development for residential development in the subdivision ordinance.

Executive Summary/Background

Development Services is recommending the following changes:

- an applicant shall submit a Site Plan of the proposed development for non-residential properties located in B-1, B-2, B-3, PD-Manufacturing, PD-Commercial, Light Industrial, and Heavy-Industrial zonings.
- fully completed Site Plan by a licensed engineer, surveyor, or other qualified professional shall be submitted to Development Services and approved by the Board of Commissioners prior to any land disturbing activities or building permits can be reviewed and issued.
- The Site Plan shall be drawn at a scale of not less than 100 feet to one inch, and it shall include a vicinity map at a scale of approximately one-inch equals one mile showing the relationship of the proposed development to surrounding development.

Alternatives:

Approve an amendment to the Code of Ordinances **Chapter 14**

Deny an amendment to the Code of Ordinances **Chapter 14-Buildings and Building Regulations Article II, Section 14-56.**

Recommended Alternative: 1

Other Alternatives: 2

Department Review: Development Services

FUNDING: N/A

Attachments: Site Plan Ordinance

STATE OF GEORGIA
EFFINGHAM COUNTY

AMENDMENT TO CHAPTER 14 - BUILDINGS AND BUILDING REGULATIONS
ARTICLE II - CONSTRUCTION CODE
DIVISION 2 - SECTION 14-56 - PERMITS
OF THE OFFICIAL CODE OF EFFINGHAM COUNTY, GEORGIA

AN ORDINANCE TO AMEND AND SUPPLEMENT CHAPTER 14, BUILDINGS AND BUILDING REGULATIONS, ARTICLE II, CONSTRUCTION CODE, DIVISION 2, SECTION 14-56, PERMITS OF THE OFFICIAL CODE OF EFFINGHAM COUNTY, GEORGIA AND TO REPEAL ALL OTHER ORDINANCES IN CONFLICT HEREWITH.

WHEREAS, it is incumbent upon the Board of Commissioners of Effingham County to continue to update, enhance and improve the Official Code of Effingham County, Georgia, and

WHEREAS, the Board of Commissioners of Effingham County desires to provide consistent and fair guidelines for the development of non-residential properties within the County's jurisdictions, and

NOW THEREFORE, the Board of Commissioners of Effingham County desires to amend Chapter 14 – Building and Building Regulations, Article II – Construction Code – Division 2 – Section 14-56 Permits, as follows:

BE IT ORDAINED by the Board of Commissioners of Effingham County, Georgia in regular meeting assembled and pursuant to lawful authority thereof.

The following shall add sub-paragraph (w) to Section 14-56:

Section 14 -56. – Permits
(w) Site Plan.

In addition to the requirements of the building codes adopted in the Official Code of Effingham County, Georgia, an applicant shall submit a Site Plan of the proposed development for non-residential properties located in B-1, B-2, B-3, PD-Manufacturing, PD-Commercial, Light Industrial, and Heavy-Industrial zonings. A fully completed Site Plan by a licensed engineer, surveyor, or other qualified professional shall be submitted to Development Services and approved by the Board of Commissioners prior to any land disturbing activities or building permits can be reviewed and issued.

The Site Plan shall be drawn at a scale of not less than 100 feet to one inch, and it shall include a vicinity map at a scale of approximately one inch equals one mile showing the relationship of the proposed development to surrounding development.

The Site Plan shall show:

- (1) Proposed name of the development.
- (2) Name, address, and telephone number of applicant, architect, surveyor, engineer, or designer.
- (3) Location of natural and/or manmade water bodies, if present.
- (4) Location of jurisdictional wetlands, if present.
- (5) If septic systems are to be used for wastewater treatment then a soil survey is required.
- (6) Extent of 100-year flood zone, if present.
- (7) Date of preparation.
- (8) Total acreage in the tract to be developed.
- (9) Existing and proposed uses of land throughout the developed tract of land.
- (10) Other existing features, including buildings, easements, utilities, etc.
- (11) Approximate topography.
- (12) The building outline and maximum proposed height of all buildings.
- (13) Approximate location and width of all streets, lots, parking lots, detention structures, lighting, fire hydrants, and other permanent features, excluding utilities.
- (14) Approximate location (outline), height, and use of all other proposed drives, parking areas, buildings, structures and other improvements.
- (15) Zoning classification, owners name, and existing uses of adjacent property.
- (16) Vegetated Buffers according to Section 3.4 – Buffers of the Effingham County Zoning Ordinance.
- (17) For all property for which ingress and egress must be obtained by access from a road within the state highway system, a permit from the Georgia Department of Transportation for access to the state highway system.

(18) Any additional information as specified by the Effingham County Site Plan Review Checklist, as adopted by the Board of Commissioners.

A written description of the proposed use of the property shall be submitted with the Site Plan.

Application for review of a Site Plan shall be submitted to Development Services. Development Services staff shall review all plans for conformance with county ordinances, standards, regulations, policies, and good engineering practices. The Site Plan shall be placed on the agenda of the next meeting of the Board of Commissioners once the application is deemed complete by Development Services. The applicant may petition to have an item placed on the agenda of the next meeting of the Board of Commissioners if the applicant disagrees with county staff and believes that its application is complete. Such requests shall be heard by the Board of Commissioners and it can approve said Site Plan or table the agenda item to a future meeting date and send the application back to county staff for further review and with additional information and/or documentation requested from the applicant. The Board of Commissioners shall approve or deny the Site Plan application at the rescheduled meeting date. However, the Board of Commissioners can table the matter again at the request of the applicant or County staff for good cause shown.

Once approved, the Site Plan is good for twelve months from the date that it is approved by the Board of Commissioners. If construction does not begin within 12 months of approval or if the property owner changes the proposed use that was submitted with the Site Plan, the landowner/applicant shall be required to resubmit the Site Plan and restart the review process as required in this Section 14-56(w).

All ordinances or parts of ordinances in conflict herewith are hereby repealed.

This _____ day of _____, 2024.

**BOARD OF COMMISSIONERS OF
EFFINGHAM COUNTY, GEORGIA**

BY: _____
WESLEY CORBITT, CHAIRMAN

ATTEST: _____
STEPHANIE JOHNSON, CLERK

FIRST READING: _____

SECOND READING: _____