

# EFFINGHAM COUNTY

## SITE PLAN CHECKLIST

### OFFICIAL USE ONLY

Subdivision Name: \_\_\_\_\_ Project Number: \_\_\_\_\_  
 Date Received: \_\_\_\_\_ Date Reviewed: \_\_\_\_\_ Reviewed by: \_\_\_\_\_

The following checklist is designed to inform applicants of the requirements for preparing sketch plans for review by Effingham County. Applicants should check off items to confirm that it is included as part of the submission. **CHECKLIST ITEMS OMITTED CAN RESULT IN THE APPLICATION BEING FOUND INCOMPLETE AND THEREFORE DELAY CONSIDERATION BY THE BOARD.** This checklist must be submitted with the application.

Office Use	Applicant Use
<b>(a) Project Information:</b>	
<input checked="" type="checkbox"/>	1. Proposed name of development.
<input checked="" type="checkbox"/>	2. Names, addresses and telephone numbers of owner and applicant.
<input checked="" type="checkbox"/>	3. Name, address and telephone number of person or firm who prepared the plans.
<input checked="" type="checkbox"/>	4. Graphic scale (approximately 1"=100') and north arrow.
<input checked="" type="checkbox"/>	5. Location map (approximately 1" = 1000').
<input checked="" type="checkbox"/>	6. Date of preparation and revision dates.
<input checked="" type="checkbox"/>	7. Acreage to be subdivided.
<input checked="" type="checkbox"/>	8. A written description of proposed use of property.
<b>(b) Existing Conditions:</b>	
<input checked="" type="checkbox"/>	1. Location of all property lines.
<input checked="" type="checkbox"/>	2. Existing easements, covenants, reservations, and right-of-ways.
<input checked="" type="checkbox"/>	3. Buildings and structures.
<input checked="" type="checkbox"/>	4. Sidewalks, streets, alleys, driveways, parking areas, etc.
<input checked="" type="checkbox"/>	5. Existing utilities including water, sewer, electric, wells and septic tanks.
<input checked="" type="checkbox"/>	6. Natural or man-made watercourses and bodies of water and wetlands.
<input checked="" type="checkbox"/>	7. Limits of floodplain.
<input checked="" type="checkbox"/>	8. Existing topography.
<input checked="" type="checkbox"/>	9. Current zoning district classification and land use.
<input checked="" type="checkbox"/>	10. Level Three Soil Survey (if septic systems are to be used for wastewater treatment).
<input checked="" type="checkbox"/>	11. Zoning Classification, owners' name, and existing uses of adjacent property.
<b>(c) Proposed Features:</b>	
<input checked="" type="checkbox"/>	1. The building outline and maximum proposed height of all buildings.
<input checked="" type="checkbox"/>	2. Proposed new sidewalks, streets, alleys, driveways, parking areas, etc (to include proposed street/road names).
<input checked="" type="checkbox"/>	3. Proposed zoning and land use.
<input checked="" type="checkbox"/>	4. Existing buildings and structures to remain or be removed.
<input checked="" type="checkbox"/>	5. Existing sidewalks, streets, driveways, parking areas, etc., to remain or be removed.

<input checked="" type="checkbox"/>	6. Proposed retention/detention facilities and storm-water master plan.
<input checked="" type="checkbox"/>	7. Wastewater infrastructure master plan (to include reuse infrastructure if proposed).
<input checked="" type="checkbox"/>	8. Water distribution infrastructure master plan.
<input checked="" type="checkbox"/>	9. Undisturbed or Vegetated buffers according to Section 3.4 – Buffers of the Effingham County Zoning Ordinance.
<input checked="" type="checkbox"/>	10. Conditions from the approved Zoning Map Amendment

The undersigned (applicant) (owner), hereby acknowledges that the information contained herein is true and complete to the best of its knowledge.

This 20<sup>th</sup> day of May, 2025.

Amanda E. Lewis  
Notary

Applicant

Owner

