



Building/Site Development Route/Contact Sheet

Project Name/Address: _____

Plans Dated: _____

Reviewing Agency	Approval and Date
Lilburn -Planning and Economic Development Department Process starts here Zoning Compliance/Variances, Site and Final Building Plan Review (770) 921-2210 cityoflilburn.com	Date Zoning/Case #, Conditions (attached):
Lilburn Erosion Control / Storm Water Review Stormwater Report per Gwinnett SW Manual/ Erosion Control Plans, SESPC Affidavit/Bond, GI/LID Elements, NPDES/NOI/NOT BMP Maintenance/Bonds/As-Builts & CDC Package for Close Out	Date Conditions/GSWCC Certified (attached):
Gwinnett (Tri-County) Department of Environmental Health NEEDED IF: Septic lot (25Ksf useable soils)/adding bedrooms or impervious surface, Food and Service (grease trap/sink/drains,) c-store, car wash, body art, swim pools etc.) 445 Grayson Hwy, Ste. 600, Lawrenceville 30046 (770) 963-5132 gnrhealth.com and pool-regulations	All Gwinnett County Agency Online Reviews and Approvals must be turned in to The City of Lilburn. The screen shot of approvals must show: All pertinent information including, but not limited to, The address of project, date of review, & name of reviewer. Plans must be stamped for final permit.
Gwinnett Water or Sewer / Dept Water Resources Plan Review NEEDED IF: New meters, connections/taps, change profiles, change in use -new auto service, as-built submittals/final plat review (678) 376-6700 GC Plan Review Process (678) 376-6887 permits (678) 376-7139 Sewer Availability/Capacity letters <i>*Dispatch emergency hotline (678)376-7000</i>	
Gwinnett Planning and Development /Tax Assessor NEEDED IF:: Addresses/parcels, combination/subdivision/final plats Must have plan review water or sewer before review 446 West Crogan St, Lawrenceville 30045 678-518-6000 pnd@gwinnettcounty.com Addressing: Sharon Cook, (678)-518-6017, sharon.cook@gwinnettcounty.com	
Gwinnett Fire Marshal Commercial/MF Life & Fire Safety NEEDED IF: Cooking vent hoods, ADA, Certificate of Occupancy for name/owner/tenant changes 408 Hurricane Shoals Road NE Lawrenceville, GA 30046 -Fire Plan Review Section- Fire Plan Review Instructions, GC Fire	
GC DOT – Traffic Engineering and Planning NEEDED IF: Construction in Gwinnett right of way, dedications, 5' sidewalks (770) 822-7400 GC Traffic and Transportation Planning	
GA Dept. of Agriculture - Food Sales Division NEEDED IF: New construction, grocers, etc. -send Building Plans 19 MLK Dr. Room 312, Atlanta, GA 30334 Bruce Varnaboe (404) 656-3625 agr.georgia.gov	
GA EPD – For stream buffers/NPDES permit/ USTs / fuel US Corps of Engineers – For waters of US, wetlands nationwide or 404 FEMA – For floodway, floodplain encroachment, LOMA/LOMR Utilities – For gas, electric, transformers, etc.	
Georgia Department of Transportation NEEDED IF: Construction in State right of way/ Curb Cut on L'ville Hwy District 1-Gainesville, Parker Niebauer – pniebauer@dot.ga.gov 770-533-8275	