Standard Stormwater Management & Lot Grading Sketch Review Checklist

Project Name/Location: ____________________________________________________________

Engineering Firm: ___________________________________________ Phone Number: ____________

Contact Person: _________________________________ E-mail Address_____________________

The following lists of items are the minimum requirements for review and approval of all Lot Grading Sketches (minimum 2 copies) which accompany grading permits. Plans not meeting these minimum requirements will be deemed incomplete and returned. This checklist must be completed and submitted by the plan preparer as part of the plan submittal package. Any items which do not apply to the project should be marked as N/A (Not Applicable).

Plan Template Format

☐ Plan size: Clear & Legible
☐ DPR approval block (lower left corner, 2” x 4”)
☐ Existing contour lines (light grey, dashed lines)
☐ Title Box (lower right corner) containing:
  ☐ Name of Subdivision or
  ☐ Name & Number of Minor Subdivision
  ☐ Site Address
  ☐ Tax Map, Parcel and Lot Number
☐ North Arrow
☐ Proposed contours (1’ intervals, solid black)
☐ Consultant Information
  ☐ Company Name
  ☐ Mailing Address
  ☐ Telephone Number
☐ Legend

Minimum Information Requirements

☐ Building setbacks
☐ Limits of disturbance delineated
☐ Lot lines clearly shown with metes and bounds
☐ Adjoining property owner’s labeled
☐ Adjacent roads labeled
☐ Reference to approved e&s plan (title and approval date)
☐ Reference to approved swm plan (title and approval date)
☐ Driveway Location (existing and/or proposed)
☐ Driveway slope labeled (> 5% toward Co. Road)
☐ Driveway Culvert
  ☐ Pipe diameter & length
  ☐ Invert elevations (inlet & outlet)
☐ All roof ridgelines and downspout locations with direction of flow
☐ House Footprint (w/dimensions to property lines)
☐ Spot Elevations (as needed)
☐ Drainage flow arrows
☐ Finish floor elevation
☐ SWM bmp location and label (per approved plan)
☐ Septic reserve area delineated
☐ Septic tank riser locations
☐ Proposed or existing well location
☐ Public water line location and labeled
☐ Public sewer line location and labeled
☐ Sewer cleanout location and labeled
☐ Best Management Practice Table:
  ☐ Type & quantities of swm bmps
  ☐ Owner/Developer Certification

Site Analysis Table containing:
  ☐ Lot Area (sq. ft. or acres)
  ☐ Existing impervious area (sq. ft.)
  ☐ Total impervious area after development (sq. ft.)
  ☐ Estimated Cut Volume (yd3)
  ☐ Estimated Fill Volume (yd3)
  ☐ Disturbed area (sq. ft.)
  ☐ Drainage Basin Numbers (12 digit)