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 (minimum 2 copies) for review and approval of all Lot Grading Sketch As-Builts. 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 As-Built approval block (lower left corner, 2” x 4”)
- [ ] Approved improvements and contour lines (light grey)
- [ ] 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
- [ ] As-Built contours (1’ intervals, solid red)
- [ ] Consultant Information
  - [ ] Company Name
  - [ ] Mailing Address
  - [ ] Telephone Number
- [ ] Legend

### Minimum Information Requirements
*constructed values or improvements must be shown in red*

- [ ] Building setbacks
- [ ] Limits of disturbance delineated
- [ ] Lot lines clearly shown with metes and bounds
- [ ] Adjoining property owner’s labeled
- [ ] Adjacent roads labeled
- [ ] Constructed Improvements*
- [ ] Driveway Location*
- [ ] 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*
- [ ] Septic reserve area delineated
- [ ] Septic tank riser locations*
- [ ] well location*
- [ ] Public water line location and labeled*
- [ ] Public sewer line location and labeled*
- [ ] Sewer cleanout location and labeled*
- [ ] Invert elevations (inlet & outlet)*
- [ ] Date of As-Built Survey*
- [ ] Estimated Fill Volume (yd3)
- [ ] Drainage Basin Numbers (12 digit)
- [ ] Best Management Practice Table:
  - [ ] Type & quantities of swm bmgs*
  - [ ] Owner/Developer Certification

- [ ] A minimum of three NAD83M x,y coordinate points* - house corner, property corner, well or septic cleanout, SWM Practice

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Revised 12/17