

# Somerset County, Maryland

## Office of County Engineer

### Construction Plan Review Checklist

Subdivision Name: \_\_\_\_\_ Location: \_\_\_\_\_  
Prepared By: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_√\_\_\_ if included or \_\_\_N/A\_\_\_ if not applicable

#### A. General Information

- \_\_\_\_\_ 1. Plans prepared on 24' x 36' sheets
- \_\_\_\_\_ 2. Index sheet showing entire subdivision and sheets numbered
- \_\_\_\_\_ 3. Title which is descriptive, including section number
- \_\_\_\_\_ 4. Tax map, parcel and grid
- \_\_\_\_\_ 5. North arrow on each sheet
- \_\_\_\_\_ 6. Plan view scale, min. 1" = 200'
- \_\_\_\_\_ 7. Ownership and parcel number of adjacent properties
- \_\_\_\_\_ 8. Street name, number and right-of-way width
- \_\_\_\_\_ 9. Plan preparation and revision dates
- \_\_\_\_\_ 10. Consultant's name, address, telephone and fax
- \_\_\_\_\_ 11. Owner's name, address, telephone and fax
- \_\_\_\_\_ 12. Vicinity map, min. scale 1" = 2000'
- \_\_\_\_\_ 13. Subdivision area and disturbed area
- \_\_\_\_\_ 14. On-site benchmark, NGVD (1929)
- \_\_\_\_\_ 15. Legend for all symbols, both existing and proposed
- \_\_\_\_\_ 16. Corporate limits
- \_\_\_\_\_ 17. Name and location of bodies of water, tidal and non-tidal
- \_\_\_\_\_ 18. Location and description of all utilities, i.e. water, sewer, stormwater, telephone, gas, electric and cable
- \_\_\_\_\_ 19. Limits and description of all easements, i.e. access, drainage and utility
- \_\_\_\_\_ 20. Standard county construction notes
- \_\_\_\_\_ 21. Owner's certification
- \_\_\_\_\_ 22. Zoning district
- \_\_\_\_\_ 23. Topography, both existing and proposed
- \_\_\_\_\_ 24. Forest Conservation easements or exemption number
- \_\_\_\_\_ 25. Critical areas limits, designation and buffers
- \_\_\_\_\_ 26. Wetlands limits and buffers, tidal and non-tidal
- \_\_\_\_\_ 27. Floodplain limits, zone and elevation
- \_\_\_\_\_ 28. Floodway limits
- \_\_\_\_\_ 29. Construction sequence, including pre-construction meeting
- \_\_\_\_\_ 30. Limits of disturbed area
- \_\_\_\_\_ 31. Construction specifications
- \_\_\_\_\_ 32. Airport surface zone
- \_\_\_\_\_ 33. Sediment control measures and notes, as approved by SCD

- \_\_\_\_\_ 34. Historic District Limits
- \_\_\_\_\_ 35. Public Drainage Association Limits
- \_\_\_\_\_ 36. Agriculture Preservation District Limits
- \_\_\_\_\_ 37. Rural Legacy Boundaries
- \_\_\_\_\_ 38. Total number of proposed lots
- \_\_\_\_\_ 39. Common areas labeled
- \_\_\_\_\_ 40. Lot numbers and block letters
- \_\_\_\_\_ 41. Proposed lot lines
- \_\_\_\_\_ 42. Signed and sealed by Registered Professional Engineer or Land Surveyor
- \_\_\_\_\_ 43. Cemetery location, including access
- \_\_\_\_\_ 44. Bonding Estimate, 110% of estimated construction costs
- \_\_\_\_\_ 45. Non-tidal wetlands disclaimer

**B. Stormwater Management Design**

- \_\_\_\_\_ 1. Narrative summary of stormwater management analysis and data summary sheet
- \_\_\_\_\_ 2. Tabular summary of pre- and post- development areas, curve numbers, times of concentration and flow rates
- \_\_\_\_\_ 3. Drainage area map, min. scale 1" = 200', showing:
  - \_\_\_\_\_ a. Sufficient topographic information to delineate watershed sub-areas, off-site if necessary
  - \_\_\_\_\_ b. Hydrologic soil groups
  - \_\_\_\_\_ c. Property boundaries
  - \_\_\_\_\_ d. Time of concentration flow paths separated into overland, shallow concentrated and open channel flow
  - \_\_\_\_\_ e. Land uses
- \_\_\_\_\_ 4. Hydrologic calculations using SCS methodologies based on only the area being developed, TR-55 or TR-20
- \_\_\_\_\_ 5. Peak runoff rate calculations for impervious areas only, use for routing if higher peak.
- \_\_\_\_\_ 6. Water quality and quantity calculations, both required and provided
- \_\_\_\_\_ 7. Planting plan and table
- \_\_\_\_\_ 8. Forebay
- \_\_\_\_\_ 9. Control structure and emergency spillway design, including anti-seep collars and anti-floatation
- \_\_\_\_\_ 10. Ponds with side slopes steeper than 4:1, fenced by 6' high security fencing with 12' wide gate
- \_\_\_\_\_ 11. Pond cross-sections showing bottom dimensions, side slopes and minimum 15' wide accessible maintenance area
- \_\_\_\_\_ 12. Trashrack
- \_\_\_\_\_ 13. Maintenance schedule
- \_\_\_\_\_ 14. Geotechnical analysis for infiltration facilities by Registered Professional Engineer, Geologist or Soil Scientist
- \_\_\_\_\_ 15. Structural design of non-standard structures by Registered Professional Engineer
- \_\_\_\_\_ 16. Standard details, i.e. endsections, rip-rap dissipators, riser & trash rack
- \_\_\_\_\_ 17. Stormwater Management Plan Number, as assigned
- \_\_\_\_\_ 18. Each facility labeled
- \_\_\_\_\_ 19. Inspection and maintenance agreement with \$60.00 recording fee, **payable to Clerk of Circuit Court**

**C. Storm Drainage Design**

- \_\_\_\_\_ 1. Drainage area map for drainage system showing similar information as stormwater management
- \_\_\_\_\_ 2. Hydrologic calculations using rational method provided in tabular form, min. 10yr. storm
- \_\_\_\_\_ 3. Structure and pipe schedules
- \_\_\_\_\_ 4. Endsections and rip-rap on woven filter cloth
- \_\_\_\_\_ 5. Minimum pipe cover, as recommended by manufacturer
- \_\_\_\_\_ 6. Standard details, i.e. inlets, manholes & ditches
- \_\_\_\_\_ 7. Plan and profile of pipes and ditches
- \_\_\_\_\_ 8. Hydraulic gradient (25 year storm) and gutter spread calculations (2 year storm)
- \_\_\_\_\_ 9. Structural design of non-standard structures by Registered Professional Engineer
- \_\_\_\_\_ 10. Flow directional arrows
- \_\_\_\_\_ 11. Pipe/ditch capacity and velocity

**D. Road Design**

- \_\_\_\_\_ 1. Road profile showing existing and proposed centerline grades, curb grades and vertical curve data
- \_\_\_\_\_ 2. Road planview showing stationing, bearings, distances and horizontal curve data at centerline
- \_\_\_\_\_ 3. Stations and elevations of all PC, PT, PRC, PVC, PVT and PVI points
- \_\_\_\_\_ 4. Standard details, i.e. roads, curbs and valley gutters
- \_\_\_\_\_ 5. Guard rail location
- \_\_\_\_\_ 6. Road widening dedication
- \_\_\_\_\_ 7. Existing and proposed right-of-way
- \_\_\_\_\_ 8. Curb return radii
- \_\_\_\_\_ 9. Handicap access ramp and sidewalk locations
- \_\_\_\_\_ 10. State Highway Administration approval
- \_\_\_\_\_ 11. Acceleration/Deceleration Lane
- \_\_\_\_\_ 12. Road Construction Specifications with CBR Values
- \_\_\_\_\_ 13. Traffic Control Plan

**NOTE: Refer to Somerset County’s “Guidelines For Preparation Of Improvements Construction Plan” for more detail.**