Somerset County, Maryland
Office of County Engineer

Site Plan Review Checklist

Site Name: _____ Location: _____
Prepared By: _____ Date:_____

__√__ if included or _N/A_ if not applicable

A. General Information

_____ 1. Plans prepared on 24’ x 36’ or 18’ x 24” sheets
_____ 2. Index sheet showing entire site and sheets numbered, if more than one sheet used
_____ 3. Title which is descriptive
_____ 4. Tax map, parcel and grid
_____ 5. North arrow on each sheet
_____ 6. Plan view scale, min. 1” = 100’
_____ 7. Ownership and parcel number of adjacent properties
_____ 8. Street name, number and right-of-way width
_____ 9. Location and description of property monuments
_____ 10. Deed and plat references
_____ 11. Metes and bounds description
_____ 12. Plan preparation and revision dates
_____ 13. Consultant’s name, address, telephone and fax
_____ 14. Owner’s name, address, telephone and fax
_____ 15. Vicinity map, min. scale 1” = 2000’
_____ 16. Site area and disturbed area
_____ 17. On-site benchmark, NGVD (1929)
_____ 18. Legend for all symbols, both existing and proposed
_____ 19. Corporate limits
_____ 20. Name and location of bodies of water, tidal and non-tidal
_____ 21. Location and description of all utilities, i.e. water, sewer, stormwater, telephone, gas, electric and cable
_____ 22. Building setback lines
_____ 23. Limits and description of all easements, i.e. access, drainage and utility
_____ 24. Standard county construction notes
_____ 25. Owner’s certification
_____ 26. Zoning district
_____ 27. Topography, both existing and proposed
_____ 28. Cemetery location, including access
_____ 29. Forest Conservation easements or exemption number
_____ 30. Critical areas limits, designation and buffers
_____ 31. Wetlands limits and buffers, tidal and non-tidal

_____ 32. Floodplain limits, zone and elevation
_____ 33. Floodway limits
_____ 34. Construction sequence
_____ 35. Limits of disturbed area
_____ 36. Construction specifications
_____ 37. Airport surface zone
_____ 38. Sediment control measures and notes, as approved by SCD
_____ 39. Historic District Limits
_____ 40. Public Drainage Association Limits
_____ 41. Agriculture Preservation District Limits
_____ 42. Sewage reserve area and well
_____ 43. Building finish floor elevation
_____ 44. Rural Legacy Boundaries
_____ 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" = 100', 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
_____ 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. Bonding estimate, 150% of estimated construction costs

_____ 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

D. Road and Parking 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
_____ 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. Maximum 35’ wide entrances
_____ 6. Road widening dedication by deed and plat
_____ 7. Existing and proposed right-of-way
_____ 8. Curb return radii
_____ 9. Handicap access ramp and sidewalk locations
_____ 10. Adequately sized parking stalls and driveways per Zoning Code
_____ 11. Number of parking spaces, both required and provided
_____ 12. State Highway Administration approval
_____ 13. Acceleration/Deceleration Lane
_____ 14. Traffic Control Plan
_____ 15. Landscaping per Zoning Code
_____ 16. Lighting per Zoning Code