

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, 110% 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