

CITY OF SALISBURY

DEPARTMENT OF PUBLIC WORKS

IMPROVEMENTS CONSTRUCTION PLAN CHECKLIST

(TO BE SUBMITTED THIS WITH THE FIRST PRELIMINARY SUBMITTAL)

(Revised 8-12-11)

PROJECT NAME: _____

CONSULTANT: _____

PROJECT NUMBER (To be completed by Salisbury Public Works): _____

Check (✓) if information is provided in the plan submittal package **or** indicate (NA) if item is not applicable. Provide notes of explanation where necessary. Plan submittals not completed per these instructions may be rejected.

GENERAL INFORMATION

1. () Project title unique to this project.
2. () Project phase with phase line limits shown on plan.
3. () Match lines on plan sheets, index sheet for 4 or more sheets.
4. () Owner's name, address, telephone, fax and e-mail.
5. () Consultant's name, address, telephone, fax and e-mail.
6. () Maryland Tax Map, block and parcel number.
7. () Scale and north arrow with Maryland State Grid, 1927 NAD, on each sheet.
8. () Dates of plan preparation and revisions.
9. () Vicinity map on Index Sheet.
10. () Site topography (existing and proposed).
11. () Bearings and distances on perimeter property lines.
12. () SPW approval block on bottom right of each sheet including City Project Number.
13. () 100-Year floodplain and floodway boundaries, elevations and flood zones.
14. () Soil types located and identified.
15. () Existing and proposed site improvements.
16. () Property area and disturbed area for total project and by phase listed on plan.
17. () Existing and proposed impervious area for total project and by phase listed on plan.
18. () Project benchmark location and elevation with reference to City benchmark.
19. () Legend for all symbols used.
20. () Corporate limit boundaries on all sheets.
21. () Names and dimensions of all streets, right-of-ways and easements (existing and proposed, public and private) which border or affect project site.
22. () Size and location of all existing and proposed public and private utilities.
23. () Tidal or non-tidal wetlands boundary lines.
24. () Critical area boundary line.

- 25. () Stamps/seals and signatures of all plan preparation professionals.
- 26. () Engineer's license expiration certification statement beside engineer's seal.
- 27. () Schedule of completion of plan approval and construction processes.
- 28. () Signed Development Fee Schedule.
- 29. () Statement on plan cover sheet regarding public or private trash collection.

WATER AND SEWER

- 30. () Schematic plan view drawing of water and sewer with pipe sizes and locations.
- 31. () Include the following note on the plan sheet "Current Wicomico County Water/Sewer Plan Service Category W___/S___.
- 32. () Estimated water and sewer usage in gallons per day shown on plan cover sheet with explanation of method used to estimate usage.
- 33. () Private irrigation lines shall not be installed in City right-of-ways or easements without written approval of Salisbury Public Works.

STORMWATER MANAGEMENT

- 34. () Narrative summary of stormwater management (SWM) information.
- 35. () Hydrologic calculations for SWM using Natural Resources Conservation Service (NRCS) methods.
- 36. () Drainage area map to point(s) of investigation showing sufficient existing and proposed topographic information to confirm watershed boundaries. Include offsite areas as necessary.
- 37. () Time of concentration flow paths shown on plans separated into overland, shallow concentrated and open channel flow for pre- and post-development.
- 38. () Water quality and recharge volumes required and provided calculations.
- 39. () Design calculations for selected BMP's and credits.
- 40. () Pretreatment volumes required and provided calculations for selected BMP.
- 41. () Provisions to trap liquid floatables in selected BMP.
- 42. () Structural details, plan view and perpendicular elevation views of all proposed structures.
- 43. () Completed Maintenance and Inspection Agreement for stormwater management facilities and check for \$60 payable to Clerk of Court.
- 44. () Detail of outlet protection from the 1994 Maryland Standards and Specifications for Soil Erosion and Sediment Control (minimum Class I riprap underlain with Class C geotextile fabric).
- 45. () Stormwater Management As-Built recording fee; \$10 per sheet.

DRAINAGE

- 46. () Storm drain design hydrologic calculations (10-year capacity required) for public storm drain systems using Rational Method.
- 47. () Provision for overland flow relief for larger than design storm events.
- 48. () Schematic drawing of public storm drain system with pipe sizes and locations.
- 49. () Detailed plans and profiles of private storm drain facilities.
- 50. () Gutter spread calculations for public streets (maximum 8-foot spread for 2-year storm) in accordance with procedure found in the Highway Drainage Manual.

- 51. () Lot grading plan with spot elevations and contours as necessary at 0.5% minimum grade.
- 52. () Minimum 6" fall in 10' around building foundation.

ROADWAYS, CURB, GUTTER, SIDEWALK & STREET LIGHTS

- 53. () Plan view of existing and proposed right of way, roadway centerline, edge of paving and curb. Show curb return radii and horizontal curve data.
- 54. () Existing and proposed profile of street centerline and at face of curb. Show percent of grade on tangents and 80' vertical curve data with stations at 100-foot intervals and at PVC's and PVT's.
- 55. () Equality stations and elevations at centerline intersections.
- 56. () All pertinent Salisbury Public Works standard details referenced.
- 57. () Permanent traffic signage and pavement markings plan sheet.
- 58. () Temporary traffic control plan sheet.
- 59. () Plan view of existing and proposed curb, gutter and sidewalk.
- 60. () Plan view of existing and proposed street light locations.
- 61. () Plan view with dimensions and specifications of street plantings.

CONTRACT DRAWINGS

NOTE: Contract drawings are construction drawings for City water, sewer and storm drain facilities. Contract drawings must be bound separately and numbered independently from the construction improvements plan drawings.

General Information

- 62. () Public Works standard format (11" by 25" sheets) with Index Sheet
- 63. () Project phase with phase line limits shown on plan
- 64. () Corporate limit lines on each sheet
- 65. () Legend for all symbols used per City Standard Drawing No 600.21
- 66. () North arrow with Maryland State Grid on each sheet
- 67. () Scale consistent on all sheets
- 68. () Plan and profile of all public water, sewer and storm drain facilities
- 69. () Water and sewer drawings stamped by Maryland registered professional engineer
- 70. () Show all pipe crossings on plan view and profile
- 71. () Referenced City standard drawing numbers as applicable
- 72. () Names and dimensions of all public and private streets, right-of-ways and easements
- 73. () Project benchmark referenced to City benchmark and using City datum
- 74. () Mains and services placed parallel and perpendicular to easements, right of ways and curbs
- 75. () Stationing every 100 feet and at all appurtenances (laterals, manholes, valves, wyes, etc.)
- 76. () Station 0+00 located at downstream end of sewer or storm drain
- 77. () Minimum 20-foot easement width for one utility, 30 feet for two utilities
- 78. () Minimum 5-foot clearance from main to easement or R/W line
- 79. () Draft deed of easement document and record plat for utilities located outside of City R/W