

D CHECKLIST FOR COMMERCIAL SITE PLANS

Project: _____

Date: _____

Engineer: _____

Reviewed by: _____

Please provide or address the following topics

- _____ Application/Review fees
- _____ Vicinity Map
- _____ Scale or note stating "Not to Scale"
- _____ North arrow and legend
- _____ Legal Description
- _____ ADEM Notice of Intent (if over 1 acre soil disturbance)
- _____ Plan view showing existing site including all drainage structures and utilities
- _____ Plan view showing proposed site plan (may be superimposed on existing site)
- _____ Drainage plan showing proposed stormwater routing and site elevations (may be superimposed)
- _____ Plans stamped and signed by an Alabama licensed P.E.
- _____ Provide a letter by an Alabama licensed Professional Engineer that he/she had been retained for a sufficient amount of time for inspection to certify that the project was built according to the approved plans and that if there are significant changes in the final construction of the project from what was shown on the previously approved plans, new drawings and calculations will be submitted for approval.
- _____ Narrative describing existing site conditions and major elements of the project
- _____ Topographical details, before and after development (using 1' contours)
- _____ Proposed build-up details for standard and heavy duty areas, if used.
- _____ Design and width of turnout(s) including radii and profile
- _____ Headwall, inlet, and curb & gutter details as per ALDOT specs (if applicable)
- _____ Show all applicable sign and striping details as per ALDOT specs

- _____ Location and size of proposed and existing drainage pipes
- _____ Location of all existing utilities, appurtenances, and drainage structures (it should be determined prior to construction if minimum coverage of utilities will be maintained upon completion of work)
- _____ Drainage calculations signed and stamped by an Alabama licensed PE
- _____ Stormwater detention is designed and shown
 - _____ Provide orifice details and storage depth elevation
 - _____ Provide overflow weir and minimum freeboard details
- _____ Detention pond maintenance responsibility must be clearly stated on the plans. Where a property owners association is responsible, such an agreement must be recorded prior to final acceptance of the plans.
- _____ Engineers evaluation that the receiving stream or storm drainage system can handle the additional flow
- _____ Tie to the City's stormwater system underground or explain why this cannot be done.
- _____ A *hold-harmless* agreement is required for discharge to an adjacent property
- _____ Sedimentation and erosion control plan (must be detailed and site specific)
 - _____ Location of silt fence and hay bales
 - _____ Protection of existing and proposed catch basins
 - _____ Construction entrance required
- _____ Sidewalks are required unless a variance is obtained
- _____ Specify curb cuts and sidewalks to City of Semmes and ADA standards
- _____ Drainage Narrative meeting requirements of Section 4.1
- _____ Drainage map meeting requirements of Section 4.1
- _____ Drainage Easements are shown