

DESIGN CHECKLIST FOR PRELIMINARY PLATS AND DEVELOPMENTS

Development Name: _____
 Location: _____

Date: _____
 Reviewed By: _____

Developer/Owner: _____

Developer's Engineer: _____

Contact Person: _____ Telephone: _____
 Fax: _____

Reviewing Agency: _____

Contact Person: _____ Telephone: _____
 Fax: _____

	<u>Provided/ Satisfactory</u>	<u>Comments</u>
General		
1. Development name/subdivision number.	_____	_____
2. Description of location (including section and fractional portion thereof, Town and Range, township, city or village and county, Michigan).	_____	_____
3. Location map.	_____	_____
4. Name, address, and telephone number of proprietor.	_____	_____
5. Name, address, and telephone number of engineer or surveyor.	_____	_____
6. North arrow and scale.	_____	_____

**Provided/
Satisfactory** **Comments**

Legend

- | | | | |
|-----|---|-------|-------|
| 7. | Development boundary. | _____ | _____ |
| 8. | Identification of all adjoining parcels (for subdivisions show lot number, subdivision name, liber, and page numbers; for metes and bounds parcels show permanent parcel number). | _____ | _____ |
| 9. | Overall property description metes and bounds (with ties to government corner). | _____ | _____ |
| 10. | Lot dimensions (scaled or computed). | _____ | _____ |
| 11. | Lot numbers. | _____ | _____ |
| 12. | Building setback lines. | _____ | _____ |

Topographical

- | | | | |
|-----|---|-------|-------|
| 13. | Existing buildings (label those under construction with address). | _____ | _____ |
| 14. | Existing roads (with name, ROW width, and type of surface). | _____ | _____ |
| 15. | Proposed roads (with name, ROW width, and type of surface). | _____ | _____ |
| 16. | Existing contours (no greater than a 2' interval inside the plat; no greater than a 10' interval outside the plat). | _____ | _____ |
| 17. | Proposed contours. | _____ | _____ |
| 18. | Typical lot grading plan (detail, statement, or drainage arrows). | _____ | _____ |
| 19. | Available soils data, soil boring logs, and locations (include ground elevation and water table information). | _____ | _____ |

**Provided/
Satisfactory** **Comments**

Drainage

- 20. Offsite watershed areas (with boundaries and acreage to be shown on location map). _____
- 21. All existing drainage courses and structures (with proper labeling as to type, size, and invert elevations). _____
- 22. County drains (permission required to connect). _____
- 23. Proposed drainage systems (clearly identify all open and enclosed portions). _____
- 24. Floodplain contour (existing and proposed). _____
- 25. Wetlands (existing and proposed). _____
- 26. Buffers provided. _____
- 27. Proposed storm water facilities (detention/infiltration). _____

Storm Water Management System Design

- 28. Calculation of runoff. _____
- 29. Effective layout. _____
- 30. Inlet capacity/spacing. _____
- 31. Adequate size/slopes. _____
- 32. Pipe material. _____
- 33. Submergence. _____
- 34. High water level in relation to low top-of-casting elevation. _____
- 35. Storm water facilities appropriately selected (worksheet). _____
- 36. Minimum basement floor elevations/openings in structures. _____
- 37. Ensure proper siting. _____
- 38. Required volume/release rate. _____
- 39. Pretreatment. _____

	<u>Provided/ Satisfactory</u>	<u>Comments</u>
40. Adequate volume provided.	_____	_____
41. Hydraulic calculations for transfer or outlet pipe.	_____	_____
42. Overflow spillway.	_____	_____
43. Geometry.	_____	_____
44. Side slopes.	_____	_____
45. Soil erosion controls.	_____	_____

Easements

46. Utility easements (with dimensions and type of utility).	_____	_____
47. Existing and proposed drainage easements.	_____	_____
48. Offsite drain easements or rights-of-way.	_____	_____

Maintenance

49. Identification of agency proposed to assume ownership of the storm water management system.	_____	_____
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Fee

50. Development fee.	_____	_____
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COMMENTS:
