

# CITY OF JACKSONVILLE FORM DSD-EPD

## Engineering Plan Checklist

(LDPM Volume 1, Section 2.5.2)

DATE: \_\_\_\_\_ City Development No.: \_\_\_\_\_

PROJECT NAME: \_\_\_\_\_

PROJECT REGISTERED \_\_\_\_\_

PROFESSIONAL: \_\_\_\_\_

Comments checked below MAY or DO apply to the review of paving, traffic, landscape, water, sewer, planning and drainage.

### I. FIELD ENGINEER/DEVELOPMENT SERVICES REVIEW GROUP

- \_\_\_\_\_ A. Provide driveway plan
- \_\_\_\_\_ B. Provide parking plan
- \_\_\_\_\_ C. Curb and gutter required
- \_\_\_\_\_ D. Provide lot and block numbers
- \_\_\_\_\_ E. Provide approved street names
- \_\_\_\_\_ F. Provide bench mark (NAVD 1988)
- \_\_\_\_\_ G. Provide a pavement detail
- \_\_\_\_\_ H. Provide a vicinity map (with addresses when applicable)
- \_\_\_\_\_ I. Provide R/W permit & Hold Harmless Recording for improvements in R/W (irrigation, brick pavers, etc.)
- \_\_\_\_\_ J. Provide a water and sewer plan, including erosion controls.
- \_\_\_\_\_ K. Provide closure documents for any un-opened ROWs affected by the project.

### II. TRAFFIC ENGINEERING

- \_\_\_\_\_ A. D/W Classification (LDPM Vol 2, Figure 1.2-2)
- \_\_\_\_\_ B. Show spacing of D/W
- \_\_\_\_\_ C. Show width and number of D/W
- \_\_\_\_\_ D. Show median crossovers (if applicable)
- \_\_\_\_\_ E. Show left-turn storage lane (if applicable)
- \_\_\_\_\_ F. Show sidewalks (if applicable)
- \_\_\_\_\_ G. Show parking spaces
- \_\_\_\_\_ H. Show striping of turn/accel/decel lanes
- \_\_\_\_\_ I. Traffic count may be required
- \_\_\_\_\_ J. Striping detail required (Roadway and Parking Lot)
- \_\_\_\_\_ K. Show all applicable existing conditions - existing driveway, intersecting streets, pavement striping, and driveway classification, etc.

### III. LANDSCAPE

- \_\_\_\_\_ A. The following types of projects require landscape and/or tree protection:
  - 1. Utility sites to Single-Family Subdivisions
  - 2. Utility installations to Single-Family Subdivisions (off site)
  - 3. Multi-family development
  - 4. Commercial Buildings/Yards
  - 5. Commercial Subdivisions
  - 6. Industrial Buildings/Yards
  - 7. Industrial Subdivisions
  - 8. Single Family Subdivisions
- \_\_\_\_\_ B. This project is type \_\_\_\_\_ from above.
- \_\_\_\_\_ C. This project does not require landscape and/or tree protection
- \_\_\_\_\_ D. If "B" is checked above, the following items have been addressed on the plans:
  - 1. Survey including location and identification of protected trees by species & size (DBH).
  - 2. Mitigation Plan
  - 3. Identification of all protected trees to be removed
  - 4. Proposed mitigation tabulation showing replacement for protected trees removed according to following ratios:
    - a. Commercial
      - 1) Live Oaks - Replace 1" cal. for 1" removed
      - 2) All Others - Replace 1" cal. for 3" removed
      - 3) Tree barricade specifications and details

- b. Residential
      - 1) Interior-24" or greater 1:1 mitigation
      - 2) Buffer-3" or greater, leave buffer or provide 1-4" cal. Tree per 25 ft.
  - \_\_\_\_ E. Paving, Grading and Drainage Plans
  - \_\_\_\_ F. Trees to be protected are to be noted on curb and gutter site plan.
  - \_\_\_\_ G. Landscape Plan
    - 1. Planting plan
    - 2. Plant schedule
    - 3. Landscape specifications
    - 4. City landscape requirements tabulation
  - \_\_\_\_ H. Irrigation Plan
    - 1. Hose bibs within 75' of all plant material
    - 2. Automatic irrigation system
  - \_\_\_\_ I. If pump station is included provide site plan with required tree mitigation / planting and landscaping.

#### IV. FIRE MARSHALL

- \_\_\_\_ A. Provide the location of a fire hydrant within 500' of the building, as measured along the pavement.
- \_\_\_\_ B. Provide the receipt for the plan review fee.

#### V. PLANNING

- \_\_\_\_ A. Provide the receipt for the plan review fee.
- \_\_\_\_ B. Provide sidewalk plan.
  - 1. The design for construction of a sidewalk shall be depicted on the preliminary site development plans for submittal and approval. If it is determined that the sidewalk can not be constructed, refer to the LDPM Vol 2 Section 1.4.3.
- \_\_\_\_ C. For projects zoned PUD, provide an approved verification of substantial compliance from Current Planning Division.
- \_\_\_\_ D. Attach Planning Department Preliminary Site Plan approval letter for the following types of development:
  - 1. Structure or combination of structures with 40,000 square feet or more of enclosed area. (NR Review)
  - 2. More than one multi-family structure on a lot (Apartments, Condominiums, Townhomes) /APT Review)
  - 3. Subdivision of three or more lots. (PSD Review)
- \_\_\_\_ E. Provide a copy of the PUD when applicable.
- \_\_\_\_ F. Provide a copy of any administrative deviations/zoning exceptions approved for the project.

#### VI. DRAINAGE

- \_\_\_\_ A. Provide drainage design calculations signed & sealed (including detention basin designs)
- \_\_\_\_ B. Provide soil borings for detention basins as required.
- \_\_\_\_ C. Provide soil borings at 500 ft. intervals along centerline of all proposed roadways.
- \_\_\_\_ D. Provide survey to include any off site storm water contributing to this project. (Include area drainage map in plans).
- \_\_\_\_ E. Show flood zone designation(s), base flood elevations (BFE), and panel numbers.
- \_\_\_\_ F. Show established jurisdictional lines.
- \_\_\_\_ G. Provide drainage divide lines and drainage areas in acres.
- \_\_\_\_ H. Provide lot grading plan in accordance with current Land Development Procedures Manual (proposed elevations at all lot corners and as may be necessary).
- \_\_\_\_ I. Show flood zone information and BFE per FIRM's and Master Stormwater Management Plan.
- \_\_\_\_ J. Provide a copy of the SJRWMD's exemption letter or permit.

**VII. INFORMATION TO BE SHOWN ON CONSTRUCTION PLANS**

- \_\_\_\_\_ A. VPAC, CCAS or CRC number and PSD number
- \_\_\_\_\_ B. Zoning Designation
- \_\_\_\_\_ C. PUD Ordinance Number
- \_\_\_\_\_ D. Project Name
- \_\_\_\_\_ E. City Development Number
- \_\_\_\_\_ F. Telephone and FAX numbers of the professional making the submittal.
- \_\_\_\_\_ G. Data Summary by design professional (Commercial Projects)
  - \_\_\_\_\_ 1. Total Site Area
  - \_\_\_\_\_ 2. Square Footage of Building
  - \_\_\_\_\_ 3. Total impervious area in square feet (buildings, parking lots, etc.- exclude retention pond(s).
  - \_\_\_\_\_ 4. Lot Coverage % (building footprint to total site area)
  - \_\_\_\_\_ 5. Tabulation of number of parking spaces.
  - \_\_\_\_\_ 6. Standard Industrial Classification Number (SIC code).
  - \_\_\_\_\_ 7. Real Estate Number.
- \_\_\_\_\_ H. Show Right-of-Way or Ingress/Egress labeled as City or if Private, OR Volume and page.
- \_\_\_\_\_ I. Use standard City of Jacksonville cover page for plans.