



# Site & Construction Plan Technical Review Checklist

Development/Project Name \_\_\_\_\_

Date: \_\_\_\_\_

## I. Site Plan requirements (site plan to be included as part of construction plans)

Y N N/A

- A. Project boundary shown with bearings and distances.
- B. Temporary and permanent benchmark location with elevation based on NAVD88 datum.
- C. Contours shown at 1 ft. intervals with spot elevations as needed for clarification.
- D. Buildings and other existing structures.
- E. Interior roadways, parking areas, drives, trails, pads, sidewalks and other impervious and semi-impervious surfaces.
- F. Location of parking spaces, tabulation of required, proposed, handicap and compact spaces (detail of handicap to show striping, signage, ramps, accessible routes, etc).
- G. Paved and unpaved driveway connection(s), including temporary construction access, to all roadways adjacent to project showing posted speed limits.
- H. Drainage, access, conservation, and utility easements within and adjacent to project including O.R. Book and Page #.
- I. Sewage disposal facilities located on, and within 75 feet outside of project boundary.
- J. Well sites located on and within 100 feet outside of property boundary.
- K. Above and below-ground utilities and related structures adjacent to and serving project, including approximate size, depth and/or height (water, sewer, gas, electric, cable, telephone, etc).
- L. Location of all signs and fences on and adjacent to property.
- M. Stormwater Management Systems and related structures with type, size, material, and control elevations (retention/detention ponds, piping systems, swales, ditches, canals, cross-drains, catch basins, weirs, orifices, etc).
- N. Location and identification of all water bodies, DEP Coastal Construction Control Line (CCCL), Mean High water line, State jurisdictional wetland line, canals, creeks, ponds, streams, flood zones and Mean Annual Flood line.
- O. Detailed topographic survey of half of right-of-way adjacent to project for full length of frontage including existing driveways and right-of-way intersections within 100 feet of site showing drainage structures, signage and utilities (except as noted below).
- P. Contours and spot elevations along roadway at a minimum 100 foot intervals including centerline, edge of pavement, shoulder, swales, ditches, and roadway right-of-way.
- Q. When site improvements require turn lane installations or other improvements to roadway, provide detailed topographic survey, including cross-sections at minimum 100 foot intervals and major control points of full right-of-way and of length sufficient to encompass storage lanes, tapers, and any other necessary improvements.

Y N N/A

- R. For proposed structures indicate setbacks from property lines, water bodies, wetlands and distances from all structures, height of structures, number of stories, height of roof appurtenances, (mechanical fixtures, elevator shafts, chimneys, parapet walls, etc) and ground level ac/hvac locations. Show screening of all other mechanical equipment.
- S. Identify development/use of adjacent properties.
- T. Identify buffer types, designs and dimensions.
- U. Location of solid waste facilities/dumpster, showing construction dumpsters if utilized, show fencing or buffering and type of enclosure and height.
- V. Show all buildings, use and sq. footage (total and ground coverage), in mixed use, such as office and retail, show sq. footage of each use.
- W. Location of sales and construction trailers.
- X. Location, size and height of any signs.
- Y. Location and description of any residential accessory structures.
- Z. Legal description and parcel number of property.
- AA. Provide impervious surface ratio and floor area ratio.
- BB. Show any proposed open storage areas, include any proposed fencing type and height.
- CC. Are there any conditional requirements related to concurrency, re-zoning or other departments which need to be included on plans?
- DD. Show location and size of Significant Natural Community Habitat Preservation Areas if applicable.
- EE. Show location and size of Listed Species Essential Habitat, Management/Conservation Areas if applicable.
- FF. Provide total irrigated area and demonstrate that at least 50% of the irrigated area of the project shall be low volume irrigation (<30 gallons per hour per emitter).
- GG. Show location of Bald Eagle primary and secondary protection zones, if applicable.
- HH. All proposed wetlands impacted, preserved and protected shall be shown by acreage.
- II. Show acreage of upland buffer required and upland buffer provided.

II. Construction Plan Contents

- A. Base information as indicated above for site plan sheet.
- B. Demolition and/or relocation of existing site improvements.
- C. Limits of clearing and grubbing of site, including location or inventory of Protected Trees as defined in Section 4.01.05.F.1.
- D. Geometry and layout of proposed site improvements:
1. Lengths, widths, angles, curve data, etc. for all proposed interior roadways, drives and parking areas.
2. Roadway profiles showing utility/drainage improvements and seasonal high water table and elevation from Geo-Technical Report.
3. Location of all proposed buildings showing dimensions, use, distance from R/W and type of construction.
4. Location of all proposed retention/detention ponds with adequate dimensions for clarity of layout and construction.

Y N N/A

- E. Grading and drainage of proposed site improvements with finished grade contours at one foot intervals with spot elevations as needed for clarification.
- F. Minimum finished floor elevation of the proposed lowest floor (including basement) for all proposed buildings. If applicable, elevation to which any non-residential building will be flood-proofed. If located within a FEMA designated Coastal High Hazard Area, the elevation of the lowest horizontal structural member of the lowest floor.
- G. Stormwater Management System:
1. Section views of all proposed retention/detention ponds, swales, berms, etc. showing 25 year stormwater elevation and top of bank elevation.
2. Maximum allowable slopes with vegetation requirements or other erosion control measures called out.
3. Construction details for all proposed manholes, inlets, and other stormwater control structures.
4. Location, size, length and elevations of all proposed piping systems and related control structures.
5. Building area.
6. Paved area.
7. Total impervious area.
8. Total pervious area.
9. Percent of site as directly connected impervious area (DCIA).
10. Composite runoff CN for basin/sub-basin.
- H. Water and Sewer Utilities
1. Pipe data including size, lengths, material, specifications.
2. All conflicts with other utility and drainage systems.
3. All manhole locations and rim elevations for manholes outside of paved areas.
4. Size, type and location of fittings, valves, hydrants, air release/vacuum relief fixtures.
5. Limits of special interior and exterior coatings.
6. Limits of special bedding requirements.
7. Pipe restraint requirements and method of restraint.
8. Details of connection to existing systems.
9. Locations and construction of wastewater pumping stations indicating size and type of pumps.
10. All utility related accesses and easements.
11. Construction notes regarding cover, horizontal and vertical control, special construction requirements and references to standard and special details.
- I. Location of all existing and proposed potable and irrigation wells.
- J. Location of all all existing and proposed "on-site" sewage disposal facilities including dimensions of proposed disposal area.
- K. Details of driveway connection and construction to adjacent roads serving project.
1. Profile view of proposed driveway grade line showing proposed elevations, grade breaks, lengths, etc. with existing ground profile grade shown (to scale).

Y N N/A

2. Section view of driveway through location of sidedrain showing invert elevations, top of drive elevations, shoulders, pipe lengths, mitered ends, etc. (to scale).

L. Sediment and erosion control measures.

1. Silt fence and straw bale silt barrier locations.

2. Energy dissipators.

3. Include a Stormwater Pollution Prevention Plan (SWPPP).

M.

- Striping and signage for traffic control (stop signs, stop bars, pavement directional arrows, directional signs, etc.)

N.

- Tree protection and landscape plan.

III. Neighborhood Site Plan Requirements

A. Drainage Review required plan contents.

1. Project boundary and individual lot boundary. Elevations at 4 corners and drainage breaks (all type B lots have drainage breaks) including top of any bulkhead or retaining wall elevation excluding contour lines.

2. Arrows on each individual lot indicating drainage paths for type of drainage. A = Front only, B = Front and Rear, C = Rear only, to include the side lot line areas.

3. Building setback footprint area for each lot according to all, front, rear, setback restrictions.

4. Federal Emergency Management Agency floodplain elevations for each lot or parcel. Floodplain location across lot, if any, with flood hazard designation, Flood Insurance Rate Map panel number and required finish floor elevation in NGVD1929 and NAVD1988 Datum.

5. Drainage, access, conversation and utility easements within and adjacent to project.

6. Show interior roadways, trails, paths, sidewalks and other impervious surfaces. Curbs gutters, swale or ditch sections and culvert diameters should be included.

7. A note on the sheet shall indicate what lots are depicted (Example: Lots 1-62, and lots 95-99 on NSP plan sheet 1).

B. Landscaping Review

1. Show the location of any Protected Trees preserved that are located within the development areas.

2. Table showing the minimum lot area in square feet, acres and the required tree inches based upon 80 Tree Inches per acre or portion of an acre.

3. Please add a Note indicating "70% of newly planted trees need to be canopy trees".

4. Please add a Note "No more than 50% of newly planted trees can be of the same species".

5. If trees are to be planted for inch value, please include a table showing the species, sizes, and number of trees to be planted to meet the minimum inch requirement.

6. Demonstrate that at least 50% of the irrigated area of the project shall be low volume irrigation (<30 gallons per hour per emitter).

7. If applicable, show street trees.

C. Natural Resources Buffer Review

1. Identify all easements within the project including but not limited to drainage, utility and conservation easements.

2. Locations and identification of all water bodies, DEP Coastal Construction Control Line (CCCL), Mean High water line, State jurisdictional wetland line, canals, creeks and streams.

Y N N/A

- |                          |                          |                          |     |  |
|--------------------------|--------------------------|--------------------------|-----|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 3.  | Identify all buffers by type and show the design and dimensions of each buffer.  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 4.  | Identify setback to the upland buffer, if applicable.  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 5.  | Show location and size of Significant Natural Community Habitat preservation area, if applicable.  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 6.  | Show location of Bald Eagle primary and secondary protection zones, if applicable.   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 7.  | Show location of any Upland Conservation Areas, if applicable.   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 8.  | Label all wetlands to be preserved as "Conservation Area".   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 9.  | Notes to be added to the Neighborhood Site Plan:   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | a.  | A statement that Upland Buffers adjacent to wetlands are to remain natural, vegetative and undisturbed.  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | b.  | A statement that all Upland Buffers will be identified and staked with a silt fence/ protective barrier prior to any land clearing, and remain in place throughout construction and removed upon completion of construction, and |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | c.  | A statement that identifies who will be responsible in the event there is an unauthorized impact to the Upland Buffer(s).  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | d.  | "The jurisdictional line, wetland impacts, wet mitigation area, and upland buffers, as depicted on these plans match those shown on the plans submitted to and approved by the St. Johns River Water Management District".       |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 10. | Label any Isolated wetlands as "Isolated".   |

IV. Other Requirements for Site and Construction Plans

- |                          |                          |                          |    |  |
|--------------------------|--------------------------|--------------------------|----|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | A. | Four signed and sealed sets, 24" x 36" minimum. Additional sets may be 11" x 17".                                  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | B. | Typical margins 2" left, 1/2" top, bottom and right.   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | C. | Project name shown on all sheets.  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | D. | Sheet name/description indicated on all sheets.  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | E. | All sheets numbered.   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | F. | All sheets signed and sealed by appropriate professional.  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | G. | North arrow shown on all sheets.   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | H. | Scale shown on all appropriate sheets.   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | I. | Location map shown with project clearly identified.  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | J. | Legend shown with all symbols and abbreviations identified.  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | K. | Professional firm, address and phone number shown with contact person and Profession of Record clearly identified. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | L. | Legal description of site shown.   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | M. | File numbers or ordinance # for rezoned parcels, special use permits, variances, etc.                              |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | N. | If use was granted by <u>Special Use</u> and specific conditions were made a part of the Final Order.              |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | O. | If in a <u>Special Overlay District</u> there may be additional specific requirements.                             |

V. Copies of permits from all regulatory agencies having jurisdiction over the project (prior to commencement of construction)

A. St. Johns River Water Management District

- |                          |                          |                          |    |                                |
|--------------------------|--------------------------|--------------------------|----|--------------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 1. | Environmental Resource Permit. |
|--------------------------|--------------------------|--------------------------|----|--------------------------------|

Y N N/A

2. Consumptive Use Permit (40C-2 FAC).

B. Florida Department of Transportation

1. Vehicular Connection Permit.

2. Drainage Connection Permit.

3. Utility Connection Permit.

C. Department of Environmental Protection

1. Dredge and Fill Permit (17-312 FAC).

2. Water Treatment and Distribution Permit (17-555 FAC).

3. Wastewater Collection and/or Treatment System Permit (17-600 FAC) as required.

4. Submerged Land Lease (18-21 FAC).

5. Easement (18-21 FAC).

6. Construction Seaward of the Coastal Construction Control line Permit (16B-33 FAC).

D. Army Corps of Engineers

1. Individual/Nationwide Permit (Clean Water Act Section 404).

E. Department of Health

1. Onsite Sewage and Disposal System Permit (64E-6 FAC).

2. Limited Use Water System Permit (64E-8 FAC).

3. Well permit (limited use, residential and irrigation) (40C3FAC).

F.

Flagler Estates Road and Water Control District (FERWCD).