

TOP SUBMITTAL PROBLEMS FOR INFRASTRUCTURE DEVELOPMENT PLAN REVIEW

IDP Plans

Sanitary Sewer Mainlines

1. Using PVC pipe where City Design Criteria requires DIP.
2. No map of the total Basin Area that would drain through the proposed sewer line.
3. No calculation of the ordinance flow that includes the Area for the entire basin.
4. Plans not signed and sealed by the Engineer.
5. No dimensions included on the plan view for distance from the property line to the pipe. Also, no distance from the easement line to the centerline of the pipe.
6. Wrong Datum used for the Benchmark, or no Datum identified at all.
7. Errors in either the written District Boundary Legal Description, or in the Plan View Dimensions & Bearings. They must match exactly, or one is incorrect.
8. Use of continuous stationing in the profile. Not providing stationing of existing and proposed utility crossings, and not stationing TEE locations from the nearest downstream manhole.
9. Manhole access steps located in the wrong place.
10. Not providing Type A backfill for the entire trench under all paved driving surfaces.

Water Mains

1. All proposed water main lines installed under pavement or in filled areas are required to be ductile iron pipe.
2. Identified clearly the IDP scope of work as a revision project to an existing water main line or as a new water main line extension.
3. A bid proposal showing a quantity table listing all work and fittings used in installing the proposed water main line.
4. Labeling the proposed restrictive waterline easements size; bearings and distances; by plat or separate instrument and showing the waterline centered inside the proposed easement.
5. Label and show as “Not Apart of This Contract” locations for domestic; fire and irrigation meter cans and vaults with road crossing conduits on the water utility service connections.
6. When connecting a proposed looped water main line to an existing water main line if possible use the method of cutting in the sleeve; valve and tee versus using the tap and sleeve method. Always include a new valve between the two new connections. If the

existing water main line is part of “A Critical Service Area” then; a tap sleeve and valve must be used because these areas require a continuous water supply. If the existing water main line has two directions of feed and no more than 500’ of main line will be down by closing off valves then the cut-in method can be used.

7. A minimum of two land ties (property pin, permanent or temp monument) providing horizontal/vertical control for the start of waterline project connection.
8. Minimum cover of 3 feet over waterline using lowest grade in the vicinity and 4 feet minimum below pavement, invert of a bar ditch, or creek crossing.
9. Valve, fire hydrant, fitting, air release valve or other appurtenance shall be shown with station number and size.
10. Show Ownership name with lot and block numbers and legal description and Adjacent Property Owner names, Existing Easements and Rights of Way.

Transportation/Traffic

1. Right-of-Way not dimensioned or Plat#/Book and Page # not provided.
2. Sidewalks do not conform to subdivision regulations (must be on both sides of street)
3. Driveway standard used is not shown on the plans.
4. Geotechnical report is required if non-standard cross section is used for driveway or private street.
5. Spot grades not provided on driveway for curbs and pavement.
6. Parking lot information not included (e.g. geometry or spot grades).
7. Radius of return for driveway does not meet minimum standard of 25 feet.
8. Profile for private roads does not meet COT requirements (e.g. vertical curves not sufficiently distanced from arterial street or 2% for min. 100’ not provided).
9. COT standards listed are not used or not referenced where they are used on plans.

Stormwater

1. Tying the project in to the State Plain Coordinate System (NAD 83. with at least 2 identified points).
2. Access to outlet works, pond bottom, and 15’ top width of embankment.
3. Slab sod on embankment side slopes and bottom of pond.
4. Pond trickle channels not provided or not sloped at least 0.5% and bottom not sloped at least 2% to trickle channel.
5. Storm sewers not sized for 100 yr, fully urbanized, un-detained flows from offsite.
6. Proper treatment of offsite drainage. Either collect and pipe or placed in ODE.
7. Overland relief for all inlets.
8. Paved roadside ditches for arterials that do not have curb and gutters.
9. Plats and IDPs not listing the minimum finished floor elevations for structures adjacent to floodplains.
10. Showing all storm lines as public or private on all plans and profiles.

Permits

Commercial

1. Lack of Civil Plans
2. Impervious Table chart not included.
3. Driveway details not meeting the COT Standard Drawings of radius and exceeding the maximum width, and note full depth saw cut at the joint location of the proposed driveway and existing street and match existing street.
4. Note stating that all retaining walls over 4 feet requires separate permit.
5. Masonry Trash Enclosure cannot be located in Easements.
6. Showing the surveyed limits of the FEMA and COT Regulatory floodplain by elevation per the Flood Zone Determination.
7. Not showing Paving Details and Cross Sections.
8. Storm Water Pollution Prevention Plan- Lack of Wetlands Comment.
9. Detention determination letter
10. Easements required by separate instrument, such as detention, compensatory and stormwater.

Residential

1. Address does not match the legal description.
2. All easements should be shown on the plans.
3. Site plan for swimming pools do not show the exact location.
4. Plans with walls over 4ft or higher from bottom of foundation to top of wall must have separate permit.
5. Plans unclear regarding what is to be permitted (e.g. new addition shown as part of existing house).
6. Proposed construction located within easements.
7. Driveways are sometimes not shown when they are critical to making the plan work.
8. Fire hydrants and manholes should be shown on the plans if they are critical to making the plan work.

Easements

1. Incomplete easement information submittal and/or submittals are on incorrect paper size (8.5 x 11 inches required).
2. Type of easement has not been included in the title on plot plan and/or legal description.
3. Old, unacceptable, ownership affidavit; or incorrect/incomplete, outdated, letter from an attorney attempting to verifying ownership of property.
4. Name and title of the person or persons authorized to sign for the owner is either incorrect for the type of ownership, or is unsupported, without adequate power of attorney for the signatory.

5. Distances and Bearings shown on the Plot Plan are too small to read, and do not meet the minimum 12 point lettering font size requirement.
6. Surveyor's Certification incorrectly stating what the Legal Description is a "true representation" of.
7. Bearings on the bounding lines of the Easement(s) have incorrect directional information.
8. The Bearings and Distances in the Legal Description and Closure Report do not match each other, and/or do not match those shown on the Plot Plan.
9. Easement information submitted for preparation of the Easement Document does not match the information on the Project Plans which required the Easement.
10. The Legal Easement Document, submitted after the Owner's Notarized Signature is obtained, does not contain the Original Easement Document and/or does not contain the Original of the Owner's Notarized Signature.