

CITY OF JACKSONVILLE FORM DSD-EPC

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.
- _____ L. Show and label all street signs. Non-standard (decorative) signs must be specifically called out

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.