

The following items, as a minimum, should be included on all plans and reports submitted for review by the City of Wentzville, Engineering Division. For any item checked either "No" or "N/A", a separate sheet must be attached explaining why this item is not being submitted.

Project Name: _____

Project Number: _____
(Provided by Engineering Division)

I. Application for Construction Permit

Yes No N/A

- An application for construction permit must be included with the initial submittal of all improvement plans.

II. General Information

All plan sheets must be signed and sealed by a professional engineer licensed in the State of Missouri.

Yes No N/A

- Provide a copy of the MoDOT permit for any work in the State of Missouri right of way.
- Provide a copy of the St. Charles County Highway Department permit for any work in right of way of St. Charles County.
- Provide a copy of Missouri Department of Natural Resources NPDES Land Disturbance Permit for all sites greater than one acre.
- Provide a copy of USACE 404 permit.
- Provide a copy of Missouri Department of Natural Resources 401 certification.
- Floodplain Development permit from the City of Wentzville Planning Division.
- Provide cross access agreements for use of entrances (if applicable).
- Provide off-site utility easements (if applicable).
- Provide an engineer's construction cost estimate for the proposed development.
- Provide an engineer's cost estimate for sediment and erosion control BMPs.
- Provide hydraulic gradeline calculations for all storm sewer pipes signed and sealed by a professional engineer licensed in the State of Missouri.
- Provide stormwater detention calculations signed and sealed by a professional engineer licensed in the State of Missouri.
Provide the following Forms, as found in the City's current Design Criteria, beginning on page 6-133.
- Channel Condition Scoring Matrix Form 6-1, page 6-135.
- Stormwater Design Summary Form 6-2, page 6-139.
- Discharge Summary Form 6-3, page 6-140.
- Detention and BMP Summary Form 6-4, page 6-139.
- Water Quality (BMP) Design Summary Form 6-5, page 6-142.
- Detention/Retention Pond Design Summary Form 6-6, page 6-146.
- Provide Fire Flow Test results, as required for all projects including water mains.
- Provide geotechnical soils report signed and sealed by a professional engineer licensed in the State of Missouri as required by the City Engineer.
- Provide a copy of the Wentzville Fire Protection District approval for the fire suppression system.

III. Cover Sheet

- | Yes | No | N/A | |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Name of Project & type of plan. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Location Map (Proximity to two main streets minimum.) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Key map of subdivision layout and phases. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Title block showing name and address of owner/developer and engineering firm. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Standard City of Wentzville general notes. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Standard City of Wentzville project notes. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Index of sheets. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Legend. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | City of Wentzville Engineering Project Number (lower right corner). |

IV. Flat Plans

- | Yes | No | N/A | |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | City of Wentzville Engineering Project Number (lower right corner). |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Outboundary information |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Adjacent parcel owner information including St. Charles County Parcel I.D. number. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Lot information (lot lines, lot numbers, addresses, etc.) |
| | | | Show all proposed improvements which includes, but is not limited to: |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Storm sewers. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Sanitary sewers and laterals, including connection to the existing sanitary sewage collection system. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Water Distribution. The water layout shall be provided on a separate sheet with the other improvements shown lighter in the background and include: |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Existing water mains, valves and fire hydrants. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | All proposed fire hydrants, valves, tees, air relief valves and meter settings. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | For commercial sites, show the fire suppression line. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Streets (noted as public or private) including: |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Street lights. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Street signs, including stop signs. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Sidewalks and handicap ramps. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Radius size of all entrances (minimum of 32'). |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Radius size of all cul-de-sacs (minimum of 42'). |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | All common ground and detention basins. |

V. Grading, and Sediment and Erosion Control Plans

- | Yes | No | N/A | |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | City of Wentzville required grading, and sediment and erosion control general notes. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Show all existing utilities and indicate their impact to the grading operation. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Provide existing and proposed contours at 1 foot intervals for non-residential sites and 2 foot intervals for residential sites. |

- Total acreage of site.
- Construction access to site, including a 25' x 50' temporary gravel wash down area with note that all trucks shall be washed down prior to leaving site.
- Show grading limits.
- Estimated grading quantity.
- Location of siltation and erosion control BMPs and details.
- Siltation basins and calculations.
- Show detention basin(s) and location(s).
- Hauling routes.
- Identify all 3:1 slopes.
- Location of 100 year flood plain and floodway.
- Flood plain development permit (if applicable)
- Density of proposed fills.
- Show any proposed retaining walls. Note: retaining walls may require a separate permit from the City of Wentzville Building Department.
- Diversion ditch details.
- Re-vegetation specifications.
- Note on plan to provide City with copy of grading compaction test results.
- Temporary entrance parking and truck wash down area.
- Copy of Corps of Engineers approval for wetland and waters of the U.S. (if applicable).
- Hydraulic calculations for any temporary channels/swales.
- Flood plain study (if applicable).
- Schedule of operations, start, finishing dates.
- Indicate any temporary grading easements required. A signed copy of any required easements must be received by the Engineering Division prior to plan approval and issuance of a permit.

VI. Street Centerline Profiles

Yes No N/A

- Provide existing and proposed grades.
- Provide roadway stationing.
- Intersection details.
- Vertical curve information.
- Cul-de-sac details.
- Location of storm sewer inlets.

VII. Storm and Sanitary Profiles

Yes No N/A

- Show all other existing and proposed utility crossings on the profiles
- Show existing and proposed grades
- Call out/label all structures with top and flowline elevations of all pipes entering structures.

- Length, grade, size and type of pipe.
- Show all lateral locations for sanitary sewers with stationing.
- Show cutoff wall on all flared end sections and rip rap blanket size.
- Show total Q on storm sewer profiles.
- Label each reach of pipe as public/private.

VIII. Drainage Area Map

Yes No N/A

- Drainage area in acres with PI factor and Q to each inlet.
- Give flow through each pipe branch.
- Show off-site drainage onto site with appropriate Q and/or on-site drainage that flows off-site with appropriate Q.

CERTIFICATION STATEMENT

I hereby certify I have checked the plans and review checklist for completeness, accuracy, compliance, and conformity with the plat, zoning and subdivision report, board of alderman bill, Engineering Design Criteria, and Construction Specifications and Standard Construction Details, and FEMA flood plain data. I further understand that review submittals without a signed checklist, without information required on the checklist, or without information or changes requested by a previous review may be returned to the Engineer without comment.

Date

Registered Engineer of Record and Seal