October 3, 2016

THE DEVELOPMENT COMMUNITY

Re: Submittal Procedures for Paving and Drainage Plans

The following submittal procedures should be followed for the review of drainage and paving plans by the City of Dallas, Sustainable Development and Construction Department, Engineering Division, 320 E. Jefferson, Room 200, Dallas, TX 75203:

- A $1,500 review fee for the first two (2) design reviews of engineering plans is required.
- Submit 2 sets of full size plans (24 x 36)
- A $500 review fee for each subsequent review is required after the first two design reviews of engineering plans; and
- A $500 review fee is required for any design revision reviews needed after the plans are approved.
- All first plan submittals should be accompanied by the fee receipt form, the paving and drainage plan review checklist and the supplemental checklist. Checklists should be completed by the professional engineer in charge. Fees are submitted in Room 200.

Failure to present the required fees and completed checklist forms will result in the review of your plans being delayed.

Please see attachment for the inspection fee rates.

If you have any questions, please call the Engineering Division of the Department of Sustainable Development and Construction at 214/948-4205.

Lloyd Denman, P.E., CFM
Assistant Director
Department of Sustainable Development and Construction

LD II plan submittal doc

Attachments
Engineering File Submission Guidelines
Paving and Drainage
Effective January 1, 2015

The following are guidelines for submitting digital files of engineering plans approved through the paving and drainage review process. Guidelines for digital file submissions will be strictly enforced. Multiple project submittals on a single Disc will not be accepted. Any submittals not complete and in conformance to the specified guidelines will not be accepted and may result in the delay in the release of permits and construction.

1. Media
   a. Submittals must be on a single CD or DVD, hereinafter called Disc.
   b. The Disc shall be labeled with ALL of the following information:
      □ Name of the engineering consultant company submitting the plans
      □ Project name
      □ Assigned 311T-project number
      □ City plat file number (S-number)
      □ Mapsco Grid Location per Dallas County Appraisal District
      □ Newly assigned address or if not available:
      □ City Block number
      □ Effective Date (seal date)
      □ Notate if plans are Revisions to Final (RTF)

2. Disc Content
   a. The Disc shall contain ALL of the following data files in Portable Document Format (PDF):
      □ Combined full set of approved engineering plans, complete with the most current version of the preliminary plat or, if approved, final plat.
      □ Separated single PDF file of each approved engineering plan sheet.
      □ Copy of the executed transmittal letter accompanying the submittal.
      Note: A compressed and self-extracting file type (.ZIP) is acceptable IF individual files are too large in size.

3. File Naming Convention
Files of engineering plans and drawings shall utilize the following naming convention:
   □ Combined full set:
     City assigned project number_Project Name_Final Full Set
     Example: 311T-3000_City Park Apartments_Final Full Set
   □ Single and separated drawings:
     City assigned project number_Project Name_Sheet Number_Sheet Name
     Example: 311T-3000_City Park Apartments_C001_Paving Plan
   □ Revision to Final drawings:
     City assigned project number_Project Name_Sheet Number_Sheet Name_RTF
     Example: 311T-3000_City Park Apartments_C001_Paving Plan_RTF
     If more than one RTF has occurred, please indicate which version it is, i.e. RTF2, RTF3
** SUSTAINABLE DEVELOPMENT AND CONSTRUCTION ENGINEERING DIVISION **

Receipt Fee

PROJECT NAME: ____________________________ *311T- __________

ENGINEERING FIRM: ______________________ BUS PH: _________ FAX: _________

ENG. NAME: ____________________________ ENG. EMAIL: ____________________________

ADDRESS: ______________________________ CITY: __________ STATE: _____ ZIP: _________

DEVELOPER FIRM: ______________________ BUS PH: _________ FAX: _________

DEV/OWNER NAME: ______________________ DEV/OWNER EMAIL: __________________________

ADDRESS: ______________________________ CITY: __________ STATE: _____ ZIP: _________

CITY PLAN FILE No.: __S__________

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** Area within heavy lines must be filled in before new projects are accepted.

* The 311T number is assigned by the City upon receipt of fee payment.

Revised on 10/03/2016
DEPARTMENT OF DEVELOPMENT SERVICES  
ENGINEERING DIVISION  
PAVING AND DRAINAGE PLAN REVIEW CHECKLIST  
Revised July 9, 2009

Addition Name: ____________________________________________
Subdivision Plan # 311T-__________ Plans Prepared by: _____________
City Plan File No. (Plat #): S__________
P.D. No., Zoning, or S.U.P. No.: __________________________
Checked by Engineer:_________________________ Date:___________
Reviewed by City:_________________________ Date:___________

PART I - PAVING PLANS

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A. General  
(Use Design Criteria Specified in Design Manual)

1. North Arrow shown on each sheet
2. Minimum of 2 Bench Marks shown on each sheet
3. Title Blocks
   a. Complete
   b. Title agrees with plat
   c. Sheets numbered
   d. Engineer’s seal and signature
4. Street Names
   a. Street under design
   b. Intersecting streets
5. P.D., or SUP or Rezoning (provide appropriate documents)
6. Plats
   a. Show City Plan File number (plat #)
   b. Show sight distance easements on alley intersections with streets
   c. Corner Clips are needed at street intersections.
   d. Make sure appropriate right-of-way for streets is dedicated as per zoning and thoroughfare plan.
   e. Check centerline radius. Is it appropriate for the design speed for the street.
   f. Show on-site drainage easements on plat.
   g. Check cul-de-sac for minimum radius (50’). Cul-de-sac is not allowed if street is longer than 600’.
   h. If a creek or floodplain is involved, Floodway Easement or Management Area and Floodway Monument Statements should be placed on the plat
   i. The minimum fill and floor elevations must be specified when a fill permit is involved in the flood plain.
   j. Follow requirements of revised Development code ordinance on platting.

B. Cover Sheet
   1. Provide plat with each submittal

C. Survey Information
   1. Complete survey data for construction.
PLAN REVIEW CHECK LIST

Page 2

2. Centerline stationing shown and related to profile.
3. Stationing shown on centerline.

D. Topography
1. Perimeter topography is sufficient for the design.
2. Show any existing fences.
3. Show location of all trees in close proximity to offsite work or easements
4. Intersecting streets. Type and width of pavement and walks. Show spot elevations in ditches or gutters sufficient distance to clarify drainage and transitions.
5. Existing concrete paving clearly shown according to standard symbols and accurately dimensioned. Curbs and gutters dimensioned.
6. Existing storm drains and inlets shown by standard symbols.
7. Existing travelway shown.

E. Utilities
1. Show all existing facilities.
2. Clarify status of existing facilities whether to remain in service, abandon, or remove and by whom.
3. Add caution notes when construction operations will come close to any facility; give phone # of company to call for assistance in locating.

F. Storm Drains
1. Proposed storm inlets must be shown. Drainage pattern should be clear without having to refer to storm drain plans.
2. For each inlet, show size, paving station at center, and top elevation.

G. Plan
1. All proposed pavement, wide drives, etc., are properly dimensioned.
2. Limits of new paving, adjustments to intersecting streets and drives clearly defined by stations and dimensions, as necessary.
3. Drainage clarified by flow arrows, spot elevations inditches and gutters, other notations.
4. Traffic control items shown. Striping, traffic buttons, and street signs must be provided by the developer.
5. Show street lighting on divided thoroughfares. Coordinate with Street Lighting Section of Public Works and Transportation Dept.
6. Provide for barrier free ramps at intersections. (ADA compliance)
7. Specify wall types, beginning, end, and top elevations. Drainage behind walls handled? Show walls in plan and profile. Provide design if modified or non-standard wall.
8. Check all drives, intersections and other locations involving cross traffic for possible hazardous situations. Watch for obstructed sight distance, hindrances to safe operation at design speed, danger to pedestrians, etc.
9. Make sure there are intermediate tangents between the double reverse curves based on the design speed along the centerline of the proposed streets.
10. Check transitions at ends of project and at intersections for safety, complete design, drainage, etc.

H. Profiles and Grades
1. Profiles plotted showing ground at proposed property lines.
2. Top of curb grades should be below ground profiles at the property line. Check fill areas for drainage.
3. Check cross-fall for compliance with standards. Provide adequate cross-fall to inlets on thoroughfare paving projects.
4. Design thoroughfare to thoroughfare intersections to provide smooth grades.
5. Complete vertical curves information. Do vertical curves meet minimum sight distance requirements for design speed?
6. Check carefully for any place water might pond. Are inlets located at sag points of vertical curves?
7. Design horizontal curves to meet Paving Design Standards for the design speed.
8. Check ends of project for drainage.
9. Check that curb P.I.s for intersecting streets are shown on profiles.

I. Typical Section
1. Centerline dimensioned to property lines and curbs.
2. Pavement slopes or crown specified.
3. Slopes in parkway area, cut and fill slopes shown.
4. Drive grades from gutter to property line and behind property line shown for thoroughfare paving projects involving existing access.
5. Usual type and depth of existing pavement and base shown.
7. Type and thickness of proposed pavement shown and in conformance with standards.
8. Sidewalks (show location and when it will be built).
9. Show appropriate cross sections. For Thoroughfares, a cross section needs to be shown every 50'

J. Left-Turn Lanes and Median Modifications
1. Driveways must be centered on median openings.
2. Traffic buttons must be provided.
3. Show median top of curb elevations at critical points on left-turn lanes. Check median cross-fall.
4. Provide median pavement and monolithic median noses for left-turn lanes.
5. Provide typical paving section for left-turn lanes.
6. Show existing driveways and inlets on both sides of street at all proposed median openings.
7. Submit plans to Street Lighting Section of Public Works & Trans. Dept. for comment and approval.
8. Provide reverse curve median geometry in conformance with File 251D-1, Sheet 1001 for all left-turn transitions.
9. Property ownership must be shown.
K. Storm Water Pollution Prevention Plan (SWP3) and Erosion Control Plans as applicable

Please note that it is the full responsibility of the developer and/or his engineer to comply with all the current up-to-date rules and regulations of EPA and other applicable federal and state agencies for the preparation of the SWP3. Copies of the operator's NOI as well as the owner's NOI must be submitted to this office as well as Storm Water Management Section of Public Works and Transportation Department.

PART II - STORM DRAINAGE PLANS

A. Drainage Area Map (Show drainage district)

1. Use 1"=200' scale for addition and 1"=400' for creeks offsite and show match lines between any two or more maps.
2. Show existing and proposed storm drains and inlets. Show City of Dallas file number.
3. Indicate sub areas for each alley, street and offsite area.
4. Indicate contours on map for onsite and offsite.
5. Use design criteria as shown in design manual.
6. Indicate zoning on drainage area.
7. Show points of concentration.
8. Indicate runoff at all inlets, dead-end streets and alleys or to adjacent additions or acreage.
9. Show runoff calculations including time of concentration.
10. For cumulative runoff, show calculations.
11. Indicate all crests, sags and street and alley intersections with flow arrows.

B. Storm Drains

1. Show plan and profile of all storm drains.
2. Specify at least Class III pipe. For shallower pipes, higher class of pipe must be used.
3. Provide inlets where street capacity is exceeded. Provide inlets where alley runoff exceeds intersecting street capacity. For thoroughfares, one lane must stay dry.
4. Indicate property lines along storm drain and show easements with dimensions.
5. Indicate proposed ground line and improvements on all stree, alley, and storm drain profiles.
6. Show all hydraulics, velocity head changes, gradients, computations and profile outfall with typical section and computations.
7. Show laterals on trunk profile with stations.
8. Indicate size of inlet on plan view, lateral size and flow line, paving station and top of curb elevation.
9. Indicate the runoff concentrating at all inlets and direction of flow. Show runoff for all stubouts, pipes and intakes.
10. Show future streets and grades where applicable.
11. No 90 degree turns on storm drains or outfall. Provide junction structure or manhole (for small systems).
12. Discharge storm drains at the flow line of creeks and channels with the last 10 feet at a grade not to exceed one percent, unless otherwise directed.
13. Show 100 year water surface at outfall of storm drain.
14. Where fill is proposed or trench cut in creeks or outfall ditches, specified compacted fill.
15. Use Type "Y" or Special "Y" inlets in ditches unless otherwise directed.
16. Where connections are made to existing storm drain, show computations of existing system, when available.
17. Show pipe sizes in plan and profile.
18. Design for heavier pipes when crossing railroads, deep fill and heavy loads.
19. Show details of all connection boxes, headwalls on storm drain, flumes or any other item not a standard detail.
20. It is suggested that 21" laterals be used with 10' and 14' inlets, 18" laterals with 5' inlets and 21" laterals with Type "Y" inlets. Larger lateral sizes may be required for large discharges.
21. Provide lateral profiles for laterals exceeding 12 feet in length.
22. Provide headwalls for all storm drains at outfall except sumps.
23. Intersect laterals at 60 degrees with trunk line, if possible.
24. Provide curbing in alleys where the capacity is exceeded.
25. Provide flat grade alleys and streets to discharge into streets.
27. Provide 1.5(VT)**2/3 or 1, whichever is larger, between the gutter of all proposed and existing inlets and hydraulic gradient of trunk line at the lateral connection where VT is the velocity in the trunk line just downstream of the lateral.
28. Where inlets are placed in alley, provide curbing for 10' on each side of inlet and on other side of alley where the top of inlet elevation is even with high edge of alley pavement.
29. Use standard curb inlets in streets and alleys. Use recessed inlets in divided streets. Do not use grate or curb and grate inlet unless other solution is not available.
30. Provide 7 1/2" curb on alleys parallel to creek or channel on creek side of alley.
31. Indicate flow line elevations of storm drains on profile, show percent grade. Match top inside of pipe where adjacent to other size pipe.
32. Where laterals tie into trunk line, channel or creek, place at 60 degree angle with center lines. Connect them so that the longitudinal centers intersect.
33. Show curve data for all storm drains.
34. Tie storm drain stationing with paving stations.
35. Do not flow storm water from streets into alleys.
36. On all dead-end streets and alleys, show grade out for drainage on the profiles and provide erosion control.
37. Specify concrete strength for all structures. The minimum allowed is 3000 P.S.I.
38. Where quantities of runoff are shown on plan or profile, indicate storm frequency design.
39. Flumes may be used in special cases only. Otherwise, use standard curb inlets and laterals.
40. Provide sections for road, railroad and other ditches with profiles and hydraulic computations. Show design water surface on profile.
41. Do not use high velocities in storm drain design. Refer to Drainage Manual for allowed velocities.
42. Inlets must be located at sag points. Minimum size inlet in sag points is 10-foot.
43. The size of inlets must be as per Section 2.09 of the Storm Drainage manual, notwithstanding item 42 above.
44. The minimum pipe slope is 0.30% unless otherwise directed.
45. Outfall ditch must have adequate capacity to carry the discharge. Provide erosion control facilities with hydraulic data.
46. When grate inlets have been specifically permitted by a manager of Private Development Activities, the following capacity criteria shall be used in sizing: For standard City grates, a maximum of 2 cfs per grate and for grates equal to Neenah Type L City size grates, a maximum of 3 cfs per grate. Parking lot sags may allow greater capacities when approved by the manager of Private Development.
47. Don't use bends for pipe sizes less than 30-inch diameter unless specifically authorized by the Division Engineer.
48. Design inlet junction structures with extra depth to prevent submergence of intake.
49. Any offsite drainage work or discharge to downstream property will require a drainage easement. Submit field notes for offsite easement that may be required.
50. May need to provide written statement from principal certifying that your company has analyzed the proposed storm drainage outfall effects on the adjoining property owner and that your discharge will not adversely affect or place his property in jeopardy.
51. Provide drainage easements from adjoining property owner if post development discharges exceed pre-development rates, and/or if the drainage outfall pattern is changed.
52. Proposed driveway turnouts must be 10' from any existing or proposed inlet.
53. Check for Escarpment Area restrictions. If in the escarpment, design in accordance with escarpment ordinance.
C. Bridges
1. Clear the lowest member of the bridge by two feet above the design water surface unless otherwise directed by the City.
2. Indicate borings on plans.
3. Show bridge sections upstream and downstream.
4. Provide hydraulic calculations on all sections.
5. Provide structural details and calculations with dead load deflection diagram.
6. Provide vertical and horizontal alignment.

D. Creeks and Channels
1. Show stationing in plan and profile.
2. Indicate flow line, banks, design water surface. Show hydraulic computations.
3. Indicate rightline.
4. Provide drainage area map and show all computations for runoff quantities.
5. Provide cross-sections as directed by Storm Water Management of Public Works and Transportation Dept.

E. Detention/Retention Basins
1. Provide drainage area map and show all computations for runoff affecting the detention basin.
2. Provide a plot plan with existing and proposed contours for the detention basin and plan for structural measures.
3. Where earth embankment is proposed for impoundment furnish a typical embankment section and specifications for fill; include profile for the structural outflow structure.
4. Provide structural details and calculations for any item not a standard detail.
5. Provide detention/retention basin volume calculations and elevation vs. storage curve.
6. Provide hydraulic calculations for outflow structure and elevation vs. discharge curve.
7. Provide routing or Modified Rational (permitted for areas of 130 acres or less) determination of storage requirements demonstrating that critical duration is used.
8. A detention/retention statement must be shown on the plat.

F. Storm Water Pollution Prevention Plan (SWP3)
and Erosion Control Plans as applicable
Please note that it is the full responsibility of the developer and/or his engineer to comply with all the current up-to-date rules and regulations of EPA and other applicable federal and state agencies for the preparation of the SWP3.
Copies of the operator's NOI as well as the owner's NOI must be submitted to this office as well as Storm Water Management Section of Public Works and Transportation Department.
PLAN REVIEW CHECK LIST
Page 8

"I, the undersigned, am the Engineer of the Record for this project and certify that the information provided herein is correct to the best of my knowledge."

"I understand and agree that the Chief Engineer will require that the infrastructure plans be resubmitted for review and approval if he determines that the checklist contained incorrect information and the plans were approved based on incorrect information supplied. Additional fees for each subsequent submission may be required."

Signature: ___________________________ Date: _______________

Printed Name: ___________________________
DEPARTMENT OF SUSTAINABLE DEVELOPMENT AND CONSTRUCTION
ENGINEERING DIVISION

PLAN REVIEW SUPPLEMENTAL CHECK LIST
(Revised December 18, 2013)

ADDITION NAME: ________________________________

SUBDIVISION PLAN #311T-________ PLANS PREPARED BY: ________________

CITY PLAN FILE NO. (PLAT): S________

P.D. NO., ZONING OR S.U.P. NO.: ________________

CHECKED BY ENGINEER: __________________________, P.E.; DATE: __________

REVIEWED BY CITY: ____________________________ DATE: ______________

ITEMS RELATED TO PAVING AND DRAINAGE

1. - Is this property being platted?

[ ] Yes  [ ] No

If yes, plat no. is S______________

(A copy of the plat must be attached to the P&D plans)

2. - Is this property re-zoned or being re-zoned? [ ] Yes  [ ] No

If yes, detention may be needed.

If yes, the zoning classification changed from ________ to ________

3. - What percent of the site is currently impervious?

_____% impervious currently

4. - Are at least 2 bench marks shown on the plans?

[ ] Yes  [ ] No

5. - Does the drainage outfall have the capacity to convey the 100-yr. flood?

[ ] Yes  [ ] No

6. - Is the drainage runoff from the site or from any portion of the site being diverted?

[ ] Yes  [ ] No

Please note that diversion is not allowed.

7. - Is there any detention or retention (pond holding water) proposed?

[ ] Yes  [ ] No

Note: if any retention pond is proposed, the maintenance agreement should cover odor control, algae control, mosquito control and any other health-related issue. Also, the discharge from a retention pond to a storm sewer system must be approved by the Public Works and Transportation Department. Further, a dual outlet control may be required for retention ponds.

Pg. 1 of 10
8.- Does the proposed detention/retention meet the TCEQ definition of a “dam”?

- Yes  - No  - N/A

If yes, does the design of the proposed detention/retention meet applicable TCEQ rules, regulations and requirements?

- Yes  - No  - N/A

Please Note: if the depth of the proposed detention/retention exceeds a certain height, then the TCEQ requirements for dams apply. For more info please visit TCEQ's Dam Safety Program at http://www.tceq.state.tx.us/compliance/field_ops/dam_safety/damsafetyprog.html

9.- If the answer to question #7 is yes, has the area been checked for the GSA (upstream of Escarpment) or an existing erosion problem to see if a dual outlet control is required for the proposed detention/retention pond?

- Yes  - No

10.- What is the designed outlet control of the proposed detention/retention pond?

- Single Outlet Control  - Dual outlet control  - N/A

11.- Is any part of the area of development being drained onto adjacent cities?

- Yes  - No

If yes, detention may be required and the adjacent City must approve the plans. This approval must be obtained by the Engineer of Record.

A copy of the approval must be provided to the City of Dallas project engineer.

12.- Are there any walls proposed?

- Yes  - No

If yes, what is the maximum height of proposed walls? ______ feet

The wall is in:  Private property  - Public ROW

Note: All Walls (public or private) exceeding 4’ in height require a permit from Building Inspection prior to construction.

13.- Will the wall as designed adversely impact drainage, or visibility triangles?

- Yes  - No  - N/A

14.- Any utilities crossing the wall?

- Yes  - No  - N/A

15.- Any utilities under the wall?

- Yes  - No  - N/A

16.- Have you used proper C values and I values for the calculation of drainage runoff?

- Yes  - No
17.- Is there any proposed "On-Street Parking"? □ Yes □ No
   If yes, the design must be coordinated with Public Works.
   If yes, is there any proposed parking space within visibility triangles?.
      □ Yes □ No

18.- What is the total drainage area, including offsite? ________ Acres
   Please note that for drainage areas over 130 acres, the Rational Method
   should not be used for drainage calculations.

19.- Does the drainage area map show clear contours for the entire drainage basin,
      including off-site drainage areas?
      □ Yes □ No

20.- Is the direction of runoff shown by arrows, particularly along the areas adjacent to
      the area being developed?
      □ Yes □ No
      Note: Please make sure that the direction of runoff is shown clearly on the plans,
      particularly along the boundaries of the area that is being developed,
      OTHERWISE PLANS WILL NOT BE APPROVED.

21.- Is the development site currently accepting any drainage runoff from adjacent
      private properties?
      □ Yes □ No

   If yes, are the proposed grades such that the development site continues to receive
   the drainage runoff from the adjacent private properties?
      □ Yes □ No

   and, will there be a Drainage Easement dedicated?
      □ Yes □ No

   If the answer to the previous question is yes, is any stub-out proposed for conveyance
   of the off-site drainage runoff for future development?
      □ Yes □ No
   Note: To grade a development site such that existing drainage would be blocked
        is not allowed.
   Note: Any private drainage easements must be filed by separate instrument and the
        recording information/documents must be provided to the City and must be shown
        on the plat and the engineering plans. Public drainage easements can be dedicated
        as part of the platting process.
22.- Is the drainage runoff from this development site currently being conveyed through the adjacent private property(ies) to the downstream?

☐ Yes  ☐ No

23.- Will there be any lot-to-lot drainage post development (regardless of the current drainage pattern)?

☐ Yes  ☐ No

Note: Lot-to-lot drainage is not allowed unless a drainage easement is obtained and recorded from the downstream property owner.

24.- Any off-site drainage easements required?

☐ Yes  ☐ No

If yes, has the offsite easement been acquired and recorded?

☐ Yes  ☐ No

25.- Are all on-site drainage easements shown and dedicated?

☐ Yes  ☐ No  ☐ N/A

26.- Is there any proposed connection to the storm sewer system that would discharge anything other than rainfall runoff?

☐ Yes  ☐ No

Note: The storm sewer system is primarily for collection of rainfall runoff. Discharging ground water, water fountain features, and anything other than rainfall runoff into the storm sewer system must be approved by the Public Works and Transportation Department.

27.- Regarding erosion, are the velocities of runoff at or below the maximum allowed velocities per drainage criteria?

☐ Yes  ☐ No

28.- Is there any PD or Specific Use Permit (SUP) related to this development?

☐ Yes  ☐ No

29.- Are there any particular conditions to the PD or SUP regarding sidewalks, paving and/or drainage?

☐ Yes  ☐ No

(If yes, attach a description and a list of items)

30.- Does the minimum width of pavement(s) and right-of-way comply with the plat regulations?

☐ Yes  ☐ No
31.- Is the Paving Section and designed thickness as well as street and alley horizontal alignments and geometrics including curb radii in compliance with the Paving Manual and meets minimum requirements?

☐ Yes ☐ No

32.- Any of this development within Geologically Similar Area (GSA) and/or Escarpment?

☐ Yes ☐ No

Note: For Escarpment related projects, detention is required.
If yes, is detention shown?

☐ Yes ☐ No

33.- If the answer to the previous question is yes, has an Escarpment permit been obtained?

☐ Yes ☐ No ☐ N/A

34.- Does this development project require any general permit from the Corps of Engineers under the Clean Water Act (CWA)?

☐ Yes ☐ No

If yes, have the necessary requirements been incorporated into the Construction Documents?

☐ Yes ☐ No

35.- Does this development project require any Standard Individual Permit or Letter of Permission from the Corp of Engineers under the Clean Water Act (CWA)?

☐ Yes ☐ No

If yes, indicate the permit #: _____________________________
If yes, have the necessary requirements been incorporated into the Construction Documents?

☐ Yes ☐ No

36. If the answer to the previous question is yes, please provide copies of documents, correspondences and permits.

37.- Is there any proposed construction within 150 feet of a toe of any levee, including the Rochester Park Levee?

☐ Yes ☐ No

If yes, you need to contact Trinity Watershed Management, Chief Planner, for further review.
Trinity Watershed Management
City Hall, 1500 Marilla Street, Room 6BS
214-671-9500
38A - Is any work proposed within a flood plain?

Yes [ ] No [ ]

If yes, has there been a fill/alteration permit issued by Public Works?

Yes [ ] No [ ]

Status of LOMR letter?

Obtained [ ] In Process [ ] N/A [ ]

38B - Is there any fill proposed within any portion of the site?

Yes [ ] No [ ]

If yes, what is the maximum depth of the proposed fill? ______ feet

If yes, is this fill going to cause the diversion of storm water runoff?

Yes [ ] No [ ]

If yes, is this fill going to cause any visibility problem at driveways or street/alley intersections?

Yes [ ] No [ ]

38C - Is there any excavation proposed within any portion of the site?

Yes [ ] No [ ]

If yes, what is the maximum depth of the proposed excavation? ______ feet

If yes, is this excavation going to cause the diversion of storm water runoff?

Yes [ ] No [ ]

39.- Any work within Mill Creek drainage basin?

Yes [ ] No [ ]

If yes, are the Finished Floor Elevations 3’ higher than closest top of inlet elevation?

Yes [ ] No [ ]

40.- Any work within Peaks Branch?

Yes [ ] No [ ]

If yes, any special design provisions?

41.- Is off-site drainage calculated/included in the design?

Yes [ ] No [ ]

42.- Has any part of this site ever been a cemetery?

Yes [ ] No [ ]

If yes, some conditions may need to be met.
PLAN REVIEW SUPPLEMENTAL CHECK LIST
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43.- Has any part of this site ever been part of a "brown field" and/or a land-fill in the past?
☐ Yes ☐ No
If yes, some conditions may need to be met.

44.- Have the plans been distributed to Utilities?
☐ Yes ☐ No
Note: The engineer of the record must obtain "utility clearance" from all utilities, including DWU, prior to start of any construction.

45.- What is the age of the pavement? The age determines the extent/type of trench repair and/or replacement of the roadway panel (see Ord.# 26263 dated 2/16/06 and the "Pavement Cut and Repair Standards Manual" by Public Works & Transportation.)
Age of pavement: _______ years.

Informational Addendum:

Concrete
If the pavement is 5 years old or less, the transverse dimension of the repair area is no less than one lane width. The longitudinal dimension terminates either at a joint or the midpoint of a “panel” which ever is closest to the edge of cut. (Pages 30 – 34 of the Pavement Cut and Repair Standards Manual summarize the extent of the repair area for pavements 5 years old or less.)

If the pavement is greater than 5 years old, refer to pages 16 – 19 of the Pavement Cut and Repair Standards Manual which summarizes the extent of the repair area. The engineers should understand the diagrams.

Asphalt
If the pavement is 5 years old or less, the transverse dimension of the repair area is no less than one lane width (same as concrete). The longitudinal dimension terminates at a minimum 3 feet beyond the edge of the cut. (Pages 30 – 34 of the Pavement Cut and Repair Standards Manual summarize the extent of the repair area for pavements 5 years old or less.)

If the pavement is greater than 5 years old, refer to pages 16 – 19 of the Pavement Cut and Repair Standards Manual which summarizes the extent of the repair area. The Engineers should understand the diagrams.

46.- Are the roadway panels going to be replaced?
☐ Yes ☐ No ☐ N/A
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47.- Do all the streets have curbs?

- Yes  - No

Note: If any driveway approach is proposed along a street where there is no curb, the
Engineer of Record needs to contact the Street Dept. to obtain line and grade
and size of pipe under the approach. A permit must also be secured from
Building Inspection for the construction of the driveway approach.

48.- If the answer to the previous question is "No":

Are Curbs Proposed?  - Yes  - No
Are Sidewalks Proposed?  - Yes  - No

Please note that unless a Sidewalk Waiver is applied for and approved,
sidewalks must be constructed along all public and private streets.
New curbing may have to be constructed as part of sidewalk construction.
The proposed sidewalks must be barrier-free to the handicapped in accordance
with the requirements of the ADA and the City of Dallas.

49.- Are sidewalks proposed as part of the submitted plans?

- Yes  - No

If the answer is No, has a sidewalk waiver been submitted?

- Yes  - No

If the answer to the previous question is Yes, is the proposed sidewalk in compliance with the
City of Dallas and ADA requirements?

- Yes  - No

50.- If the answer to the previous question is Yes, are the proposed sidewalks within dedicated
Public ROW and/or within a dedicated sidewalk easement?

- Yes  - No

Note: Public sidewalks must be built within Public ROW or
within a dedicated sidewalk easement.

51.- Are any of the proposed sidewalks within the Central Business District (CBD)?

- Yes  - No  - N/A

If the answer is Yes, does the proposed CBD sidewalk meet the requirements
of the Dallas Business District Pedestrian Facilities Plan, as amended?

- Yes  - No

52.- Has the Storm Water Pollution Prevention Plan been prepared?

- Yes  - No  - N/A
53.- Have you contacted Public Works & Transportation for 'Signage', 'Street Lighting' and 'Striping' design?

Yes □  No □  N/A □

It is the responsibility of the Engineer of Record to coordinate with the Department of Public Works and Transportation for 'Street Lighting', 'Striping' and 'Signage'.

54.- Please note that the developer is fully responsible for the design and construction of:
1. The entire width of the thoroughfare within the limits of the proposed development; and,
2. Half of the width of the thoroughfare which abuts the proposed development, if the length of the thoroughfare frontage is 1,000 feet or more. [Sec 51A-8.604(b)(3)]

Is there any thoroughfare adjacent to the proposed development which has 1,000 feet or more of frontage?

Yes □  No □

If yes, are the paving and drainage plans included?

Yes □  No □

Is there any thoroughfare within the proposed development?

Yes □  No □

If yes, are the paving and drainage plans included?

Yes □  No □

55.- Will you submit, as part of your final submittal, an itemized list of all the improvements within public ROW/easements along with an estimated cost of the improvements?

Yes □  No □

Note: This itemized list and estimated cost are required before final approval of the engineering plans.

56.- Are you conforming to Texas Board of Professional Engineer Board Rules 137.33 & 137.77?

Yes □  No □

Board Rules §137.33 and §137.77 have been changed to require that all engineering documents released, issued, or submitted by or for a registered engineering firm, including preliminary documents, must clearly indicate the engineering firm name and registration number. It is both the responsibility of the PE that signs and seals a document and the firm that releases the document to verify that the firm name and number appear on the engineering work.
PLAN REVIEW SUPPLEMENTAL CHECK LIST

57.- Are there trees on the property?

[ ] Yes [ ] No

If yes, a tree survey, as specified in Section 51A-10.132(b)(4) of the Dallas Development Code, is required for review. Contact the City Arborist, Philip Erwin, at 214-948-4117. Separate authorization may be required for the removal of protected trees.

"I, the undersigned, am the Engineer of the Record for this project and certify that the information provided herein is correct to the best of my knowledge."

"I understand and agree that the Chief Engineer will require that the infrastructure plans be resubmitted for review and approval if he determines that the checklist contained incorrect information and the plans were approved based on incorrect information supplied. Additional fees for each subsequent submission may be required."

Signature: ____________________________ Date: ____________________________

Printed Name: ____________________________

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