

Appendix D

Roadway Plan Submittal Checklist

Before road plans are submitted to Boone County Public Works, a Concept Review Meeting shall be held as outlined in the Boone County Subdivision Regulations and coordinated through the Boone County Planning and Building Inspection Department.

Survey Requirements:

1. Field survey the project area to the level of detail necessary for proper preparation of plans. Horizontal and vertical control monuments sufficient for construction of the project shall be placed on the site.
2. Locate sufficient land corner and property boundary markers and other data to identify the location of the project relative to the property boundary.
3. Contact all utilities of record to request location of their on-site facilities.
4. All property monuments shall be preserved or replaced in accordance with the current Missouri Minimum Standards for Property Boundary Surveys.

Plan Requirements:

- Provide five (5) complete sets of plans.
- Sheet size shall be 24" x 36".
- Engineer shall sign and seal each page of the plans. North arrow shall be shown where appropriate.
- Cover Sheet shall include name, address and telephone number of owner/developer, name of development,
- Site and vicinity map, sheet index, legend of line types and symbols, general notes.
- Key Map Sheet shall include, but is not necessarily limited to, complete layout of proposed project, R.O.W. limitations, centerline stationing, property lines, lot numbers/address, owners name and reference match to plan and profile sheets.
- Plan and Profile Sheets shall be drawn to a horizontal scale of 1" = 40' (typical) and drawn to a vertical scale of 1" = 5' (typical). Boone County Public Works reserves the right to require a revised scale for clarification purposes. Scale may be adjusted if all required information can be clearly defined.
- Plan sections shall show existing and proposed utilities, existing and proposed rights of way, existing and proposed roadways, grading limits, existing and proposed easements, lot lines, lot numbers, pertinent features within fifty (50) feet of proposed improvements, existing and proposed drainage ditches / structures showing direction of flow, location of driveway and sidewalks on corner lots, location of all horizontal and vertical control points.
- Profile section shall show existing centerline grade as a dashed line and proposed centerline grade as a solid line, grades on tangents, vertical curve data: length, PVI, PVC, PVT, k-value, elevations of all underground utilities.
- Cross-sections shall be drawn to a scale that clearly shows existing and proposed topography and grading limits at the beginning and end of each alignment, at each proposed pipe within the right of way, at each existing or proposed driveway, and at intervals of fifty (50) feet with existing and proposed centerline elevations labeled for non curb & guttered roadways where ditches are not going to be utilized and for existing roadways that are being upgraded.

Appendix D

Roadway Plan Submittal Checklist (Continued)

- ❑ Construction Detail Sheet shall show details and specifications of all drainage structures, typical road cross-section, applicable shop-drawings, and other pertinent details as necessary.
- ❑ Erosion Control Sheet shall show details of all erosion control measures such as ditch checks, silt fences, erosion control fabric, etc. required for the project.
See Appendix A, Section 1.9.
- ❑ Traffic Control Sheet shall show location and type of all temporary and permanent traffic control measures such as temporary construction signs, stop signs, ID/name signs and any temporary closing of public roads due to construction, any re-routing of traffic, etc. necessary for the safe passage of traffic during the construction of the project. All Permanent Traffic Control Measures shall be consistent with the requirements of the Boone County Traffic Manual, adopted July 2002.

Note: Construction Detail Sheet, Erosion Control Sheet, and Traffic Control Sheet may be consolidated if all information is complete and easily legible.

Miscellaneous Submittals:

- ❑ List and submit all permits required for execution of project such as Storm Water Permit, Land Disturbance Permit, Wetlands Permit, Cultural Permit, MoDot Permit, etc.
- ❑ Copy of approved preliminary plat.
- ❑ Copy of final plat, if recorded.
- ❑ Complete construction cost estimate at current prevailing wage rates.