

## APPENDIX E

### CHECKLIST FOR SITE PLAN MAP PREPARATION

- LOCATION MAP** - A small map locating the site in relation to the surrounding areas, road system and receiving streams. Define the watershed boundary.
- INDICATE NORTH** - Show the direction of north in relation to the site.
- SCALE** - Indicate scale, using a graduated line, which represents the drawn dimensions in relation to actual size of the project site, usually in number of feet per inch.
- BENCHMARK** - An established elevation affixed to a permanent object which can be used to check grade.

**PLAN DRAWING** - A drawing of project site, which includes but is not limited to:

- Existing Contours** -Existing two-foot contours of the site including (at least 200 feet beyond property boundary.)
  - Final Contours** - Proposed changes to the existing contours.
  - Existing Vegetation** - Existing tree lines, grassy areas or unique vegetation.
  - Soils** - Boundaries of different soil types.
  - Property Boundaries and Lot Lines** - Boundaries of the property, lot lines, section lines and adjacent plats.
  - Elevation and Grade** - Elevation of lot corners, grade of streets, parking lots, water levels of ponds, wetlands and lakes, elevation of storm sewer inlets and outlets and elevations of first floor of proposed structures.
  - Drainage** - The dividing lines and the direction of flow for the different drainage areas.
  - Critical Erosion Areas** - Areas with potentially serious erosion problems.
  - Limit of Clearing and Grading** - Indicate all areas which are to be cleared and graded.
  - Utility** - Locations of utilities in the area of the proposed development.
  - Location of Erosion and Sediment Control Practices** - Location of erosion and sediment control and storm water management practices used on the site. Illustrate with detailed drawing.
  - Structural Practices** - Any structural practices used that are not referenced in this handbook or other local handbooks. Explain and illustrate with detailed drawings.
- PLAN PREPARER** - Include the signature of the individual or agency responsible for implementation and maintenance of erosion, sediment and storm water control measures.
  - RESPONSIBLE INDIVIDUAL** - Include the signature of the individual or agency responsible for implementation and maintenance of erosion, sediment and storm water control measures.