

**COMMERCIAL CHECKLIST
FOR
CIVIL REVIEW**

Initial Review:

- Seal & Signature on all pages
- Firm TBPE Registration Number
- Name of Project
- Address of Project
- Project Location
- Site Plan
- Drainage Plan
- Utility Plan
- ESC Plan and/or SWPPP
- Landscape Plan
- Public Improvements Accepted

Site Plan:

- Seal & Signature
- Lot & block number
- Platted Boundaries
- Scale & north arrow
- Current zoning
- All setbacks
- Typical Parking Space Dimensions
- Parking Calculations
- Garbage dumpster location with a concrete pad
- Total area of lot and building
- All easements on the lot
- Location of curbs
- Location of storm sewers
- Location of on-premise signs
- Location of light-poles
- Location of adjacent street and public right-of-way lines
- Location of edge of roadway
- Parking layout
- Finished floor elevations
- City topographic contours
- Name, address, and phone number of the those responsible for project
- Sidewalks
- Drive Aisle Dimensions
- Driveway Spacing and Dimensions
- Driveway Radius Dimensions
- Fire lane locations and markings
- Fire Department turn-around
- Screening
- Bufferyards/Zoning

- Handicaps Spaces
- Retaining Walls

Drainage Plan:

- Seal & Signature
- Existing Hydrology
- Proposed Hydrology
- Drainage sub-areas
- Pipe Slopes
- Inlets
- Post-Construction Stormwater BMPs

Utility Plan:

- Seal & Signature
- Overall Layout
- City Tap or 3-way contract proposed
- Taps in TxDOT ROW
- Fireline DDC Vault located properly
- Correct Valve Placements
- Manholes necessary or not?
- Proper slope on sewer service
- Sewer Tap Correct
- Water Tap Correct
- Fire Hydrant Presence & Spacing

- Yes No TxDOT Permit Required
- Yes No County Permit Required

Misc:

- Existing Easements
- Platted Subdivision
- Zoning Appropriate
- Floodplain & Floodway present
- For Curb & Gutter Construction due to Substandard Street, is proposed curb & gutter straight with ROW? Are dimensions shown appropriately?

- Yes No Traffic Impact Analysis Required