



Montgomery County
Department of Permitting Services

Division of
Land Development
Services

2425 Reedie Drive, 7th floor
Wheaton, MD 20902
240-777-0311
montgomerycountymd.gov/dps

Right of Way Permitting and Plan Review Section

STORM DRAIN AND/OR PAVING PLAN REVIEW CHECKLIST

Project Name: _____

Engineer/Phone No. _____

DPS Project No. _____

Address _____

Preliminary Plan No: _____

Assigned/Phone No. _____

Street Name(s): _____

Submittal Date

Review Date

Initial

Expedite Plan Review

Legend:

- ? Complete
- INC Incomplete/Incorrect
- NA Not Applicable

Design Acceptable

Date

This checklist has been designed to provide specific instruction to engineers. All items are expected to be addressed in the first submittal. Failure to do so will result in a less than full first review. If any items marked with an asterisk (*) are not addressed, no further review of the first submittal will be made. The plan will be returned to the engineer for completion and will have to be resubmitted for a new first review.

TO THE ENGINEER:

Your submission for Storm Drain and/or Paving Plan approval has been reviewed. The review was made based on the items shown on this checklist. **Please return the checklist and storm drain and/or paving plan comment sheets with your resubmittal.** If you do not address a checklist item, including comments on the storm drain and/or paving plan sheets, explain your reasoning in your transmittal letter.

SUPPORTING INFORMATION

- * _____ Transmittal specifically explaining purpose of submission (including limits of approval).
- * _____ If requesting expedited service, attach letter explaining request and check box located above.
- * _____ Copy of approved Preliminary Plan (if applicable).
- * _____ One print of drainage study as approved by MCDPW&T including computations.
- _____ Copy of recorded Record Plat.
- * _____ Copy of approved Grade Establishment Plans for streets within limits of approval.
- * _____ Copy of MCDPW&T Preliminary Plan approval letter.
- _____ Draft copy of Grant of Easement documents for any drainage easements proposed by this plan.
- _____ Engineers estimate (at final approval).

STORM DRAIN AND/OR PAVING PLAN REVIEW CHECKLIST

PLAN VIEW - GENERAL

- ___ ___ ___ North Arrow.
- * ___ ___ ___ Scale: 1" = 50'.
- ___ ___ ___ Lot and Block numbers.
- * ___ ___ ___ Name, address and phone number of engineering firm or preparer of plan(s).
- ___ ___ ___ Name of street.
- * ___ ___ ___ Subdivision name.
- ___ ___ ___ General notes for paving and/or storm drainage.
- * ___ ___ ___ Typical paving section.

PLANS – EXISTING FEATURES

- ___ ___ ___ Curbs and gutters, paving, sidewalks, street trees and street lights.
- ___ ___ ___ Storm drainage pipes and structures.
- ___ ___ ___ Water and sanitary sewer pipes and structures.
- ___ ___ ___ Underground utilities.
- ___ ___ ___ Utility poles.
- ___ ___ ___ Streams, channels or drainage ditches.
- ___ ___ ___ Buildings or other permanent structures.

PLANS – PROPOSED WORK (Paving)

- ___ ___ ___ Proper tie in or transition to existing features.
- ___ ___ ___ Details of all special or non-standard work (Refer to Montgomery County , WSSC or MSHA standards for all standard work.
- ___ ___ ___ Proposed water and sewer.
- ___ ___ ___ Sidewalk ramps at all street intersections and intersection type driveways for curb and gutter streets.
- ___ ___ ___ Mid block crosswalks.
- ___ ___ ___ Where shoulder and ditch work or pavement widening along existing roads is required by the Public Improvement Agreement, show sufficient details, elevations and typical sections to accomplish this work. Any necessary utility relocation work should also be shown.

PLANS – PROPOSED WORK (Storm Drainage)

- ___ ___ ___ Pipe schedule, showing lengths, pipe sizes, materials and class or gauge.
- ___ ___ ___ Structure schedule showing structure types, elevation, dimensions with proper reference to Montgomery County, WSSC and MSHA standards.
- ___ ___ ___ For precast inlets show manufacturer name and structure type for each.
- ___ ___ ___ Structure numbers to match structure schedule, pipe profiles and drainage study.
- ___ ___ ___ Required storm drain easements whether shown on record plat or recorded by separate instrument.
- ___ ___ ___ Outfall treatment with existing topography at and 100' below outfall.

STORM DRAIN AND/OR PAVING PLAN REVIEW CHECKLIST

___ ___ ___ Details of special structures.

STORM DRAIN PROFILES

* ___ ___ ___ Horizontal scale 1" = 50'.

* ___ ___ ___ Vertical scale 1" = 5'.

* ___ ___ ___ Structure numbers (must match plan, structure schedule and drainage study).

___ ___ ___ Pipe lengths to be shown by stationing at each structure.

___ ___ ___ Pipe size, material and class or gauge for each run.

___ ___ ___ Quantity of flow, slope and velocity for each run. When pipe will not flow full due to actual slope being steeper than required, actual partial flow velocity must be shown.

___ ___ ___ Show hydraulic gradient for all pipes.

___ ___ ___ Outfall treatment – show class and length of riprap, filter cloth required and cross-section of outfall channel.

APPROVALS REQUIRED

___ ___ ___ Seal and signature of Professional Engineer or Land Surveyor responsible for plans.

___ ___ ___ WSSC approval if storm drainage is to be constructed prior to installation of water and sewer.

___ ___ ___ MSHA approval and/or permit where proposed street connects to an existing State road.

___ ___ ___ Maryland Department of Natural Resources and/or Maryland Department of the Environment approval where applicable.

___ ___ ___ Department of Permitting Services – Water Resource Section approvals where applicable.

ADDITIONAL REQUIREMENTS:

COMMENTS
