

SITE PLAN REVIEW CHECKLIST

NOTE: This checklist is intended to help applicants submit a complete set of plans according to the Village's Ordinances. It is not a substitute for reading all Village Ordinances. Those items in boldface are required by the Village Engineer before they can begin an engineering review. Failure to submit these minimal items will delay your petition, possibly even construction. The Village makes no guarantee this is a comprehensive checklist.

General Information on Site Plan:

- Plans at *standard* engineering scales (no larger than 1"=100').**
- Date, scale, north point & legend.
- Names & contact information of owner, licensed professional engineer, and licensed professional architect preparing site plan.
- Date of all plan preparations and/or revisions.
- Total acreage.
- Current zoning/requested zoning (if a change is desired).
- Adjacent landowners name, address and PIN.
- Seal & signature of licensed engineer.

Existing Conditions:

- Location, width & names of streets, bike paths, easements, utility & RR ROW, tree cover, floodplains, water courses, floodways, wetlands, historically or archaeologically sensitive areas, parks & other public open spaces, permanent buildings & structures.**
- 1' contour lines.**
- Location map.**
- Existing uses of the property including the location of all existing structures showing those that will be removed & those that will remain , such as: old wells, if any; septic tank systems and outlets, if any; and/or farm drains, inlets and outfalls, if any.
- The location, size, & elevation within the subdivision & in the adjoining streets & property of existing sewers, water mains, culverts, drain pipes, & electric & gas utility lines proposed to serve the property to be subdivided.**
- Tree survey consistent with section 3-12-10-C.
- Easements, clearly identified, with the width, length, etc. (existing and proposed).

Proposed Conditions:

- Proposed building setback lines, with dimensions.
- Floor area for building foot print & gross floor area of structure, building height & number of stories.
- Architectural renderings of all building elevations (submit actual material samples) complete with signage.
- Typical cross-sections and locations of parking lots and driveways, location of underground utilities, sidewalk & bike path width & thicknesses. Relationship of all streets to any proposed access points.**
- Layout & size of sewers, water mains, culverts, underground facilities, floodplains, floodways, historically and/or archaeology sensitive areas, wetlands, storm water detention facilities, overland release routes, light poles, & other major improvements.**
- Landscaping plans (must meet the size requirements of the Ordinance and provide the required screening/buffering, at a minimum).
- Lighting plans (including type of fixtures, height, and location).
- Trash enclosure details.

Supporting data:

- Traffic study, depending on site size and usage.**

Preliminary Drainage Design Information:

- Runoff hydrograph modeling results for 100-year event.**
- Rainfall depths using Bulletin 70 and isohyetal values for Plainfield.**
- Rainfall distribution: Huff 3rd Quartile or SCS Type II.
- Soils maps.

- Tributary area maps, including off-site tributary areas.
- Runoff Curve Number calculations.
- Analysis of existing depressional storage, if applicable.
- Preliminary overland flood routing, including off-site runoff into site.
- For proposed on-stream detention: enumeration of regional benefits, and stream bank preservation and stabilization measures.
- In pit-run soils, examination of seasonal high groundwater *vs.* basement floors, and intended discharge of detention basins (*i.e.*, infiltration *vs.* piped discharge).
- For floodplain filling, lowest floor elevations per FEMA Technical Bulletin 10-01.**
- Stormwater Management Information:**
- 100- and 2-year runoff hydrograph modeling.
- Detailed stage-discharge-storage calculations.
- Restrictor design and details.
- Overland flow calculations, including scale tributary area maps keyed to design calculations, and channel and weir calculations, including roadway typical sections.
- Marked-up grading plan showing calculated water surface throughout site during the 100-year event, reflecting maximum 18-inch yard ponding, minimum five-foot setback from building lines, minimum one foot freeboard to adjacent foundation openings, and maximum 6-inch parking lot ponding.
- Storm sewer calculations, including indication of hydraulic grade line *vs.* bed slope design, velocities during design event between three and ten feet per second, runoff coefficient calculations, scale tributary area map keyed to structure labels, time of concentration calculations if less than 15 minutes to upstream end.**
- Hydraulic grade line design needs to reflect use of tailwater at downstream end, and two feet of freeboard below structure rims during 10-year event.
- Construction Plans:** (*sheets can be combined depending on size and complexity of site*)
- Cover sheet with location map, name, address and phone number of developer and design engineer, drainage certificate per Illinois Plat Act, and notification requirements.
- Specifications, matching Village standards.**
- Details, using Village standards wherever applicable.**
- Overall utility plan.**
- Interior signage and striping plan, including lights.**
- Grading plan.**
- Plan and profile sheets, where applicable.**
- Roadway Information:**
- Roadway and right-of-way widths adjacent to site.**
- Scope of improvements at entrances.
- Entrance intersection geometry, including AutoTurn plots of relevant design vehicles.**
- Utility Information:**
- Location, length and size of off-site improvements, if applicable.**