

PART I.

ENGINEERING SITE PLAN

CHECKLIST OF ITEMS REQUIRED FOR SUBMITTAL TO THE CITY OF LEWISVILLE

CHECK (To be completed by City of Lewisville)

- () **Current Tax Certificate issued by Denton County Tax Offices:
1505 E McKinney
Denton, Texas 76209
Attn: Steve Mossman 940-349-3500
*** Tax offices are also located in Lewisville, Carrollton, & The Colony *****
- () **Fees (Based on Fee Schedule) - Check made out to City of Lewisville**
- () **Twelve (12) Sets of Drawings: Individually Folded (8 1/2" x 11" size) or
Rolled (sheet size 22" x 34") as deemed necessary with Cover Sheet facing
out.**
- () **Complete Application**
- () **Completed Part II.**
- () **Re-submittals shall include original Staff marked-up Drawings
(individually folded or rolled as necessary).**

****NOTE**** Upon staff approval the following items will need to be submitted:
**One (1) full set of blackline copies (22" x 34" sheet size), sealed by a Texas
Registered Civil Engineer, to be signed by staff members and utility
companies.**

**After all signatures are obtained the following items need to be submitted:
Five (5) complete blackline sets of the signed plans (22" x 34" sheet size;
individually folded or rolled, as necessary, with the cover sheet facing
out), and one (1) digital copy of a compact disc (CD). Document scanned
at least 300 dpi, 8 bit grayscale, stored in tiff format, and one page per
image. Cad format (vector) is not acceptable.**

PART II. CHECK LIST PERTINENT TO DRAWINGS - ENGINEERING SITE PLAN:

Engineering Site Plan Criteria. An Engineering Site Plan, signed and sealed by a Texas Registered Professional Civil Engineer, must be submitted in accordance with City of Lewisville regulations and policies. Information on specific City regulations, policies and standards is contained elsewhere in this development ordinance package. Construction must be underway within 180 days from the date of formal approval and substantially completed within 18 months from the date of formal approval. That portion which is not substantially complete within 18 months, must be resubmitted in accordance with the most current City standards and regulations.

The following is a checklist for items that shall be included, as applicable, on each Engineering Site Plan submitted for review. Engineering Site Plan may be submitted on a single sheet or on several sheets as necessary. When an engineering site plan is submitted on several sheets an overall site layout shall be included showing general information such as building location, zoning, setbacks, etc. for reference purposes. **IT SHALL BE THE RESPONSIBILITY OF THE ENGINEER/PROJECT MANAGER IN CHARGE OF PLAN PREPARATION TO REVIEW PLANS FOR COMPLIANCE PRIOR TO SUBMITTAL.**

CHECK ALL THAT APPLY:

Applicable N/A

- | | | | |
|--------------------------|--------------------------|-----|--|
| <input type="checkbox"/> | <input type="checkbox"/> | 1. | A title block located at the bottom right hand side of the page to include project's name, addition's name, lot, block and phase designations, total acreage, zoning classification and address if available(see appendix for title block). |
| <input type="checkbox"/> | <input type="checkbox"/> | 2. | A summary table for building square footage and total number of parking spaces. |
| <input type="checkbox"/> | <input type="checkbox"/> | 3. | Staff and utility companies' signature block (see appendix). |
| <input type="checkbox"/> | <input type="checkbox"/> | 4. | Tax certificate showing all tax payments to the City of Lewisville are current. Taxes must be current as of the date of formal City approval of the Site Plan. |
| <input type="checkbox"/> | <input type="checkbox"/> | 5. | North point arrow (oriented to the top or right of the sheet) and date. Dates of revisions are also to be added with each modified set of plans. |
| <input type="checkbox"/> | <input type="checkbox"/> | 6. | Location map 1"=1,000' (City base map). |
| <input type="checkbox"/> | <input type="checkbox"/> | 7. | Sheet size of 22" X 34". |
| <input type="checkbox"/> | <input type="checkbox"/> | 8. | Scale of 1" = 20' maximum for lots up to 3 acres, and 1" = 40' maximum for lots exceeding 3 acres. For site plans requiring extensive grading, drainage, other site related improvements, or unusual lot configuration the office of the City Engineer shall be consulted for designating scale. |
| <input type="checkbox"/> | <input type="checkbox"/> | 9. | Name, address and phone number of contact person of developer, owner or builder, engineer or surveyor. |
| <input type="checkbox"/> | <input type="checkbox"/> | 10. | Distances and bearings of the lot including total land area, subdivision lot & block designation and phase lines. |
| <input type="checkbox"/> | <input type="checkbox"/> | 11. | Iron rods shall be set or found and shown on site plan. |
| <input type="checkbox"/> | <input type="checkbox"/> | 12. | Contours with intervals of two feet (2') or less, referred to sea level datum, including benchmark. |
| <input type="checkbox"/> | <input type="checkbox"/> | 13. | Building setback lines including required setback from all water, sanitary sewer and drainage easements. |
| <input type="checkbox"/> | <input type="checkbox"/> | 14. | Zoning of subject lot and adjoining property. |
| <input type="checkbox"/> | <input type="checkbox"/> | 15. | Easements, deed restrictions or encumbrances which impact development of the lot. |
| <input type="checkbox"/> | <input type="checkbox"/> | 16. | Control of access lines, corner clips and clear vision areas. Refer to Figure 6 (Control of Access Limitations), Figure 7 (Clear Vision Area), and Table 1 (Street Design Criteria). |

ENGINEERING SITE PLAN

CHECK ALL THAT APPLY:

Applicable N/A

- () () 17. Traffic control signals, devices, striping and traffic control plan.
- () () 18. Median openings, turning lanes, acceleration and deceleration lanes.
- () () 19. Streets, alleys and easements adjacent to the site showing right-of-way and limits of paving.
- () () 20. Driveways, sidewalks, water and sewer services, grading, drainage, and erosion control plans.
- () () 21. Parking layout, including maneuvering as well as loading and unloading service areas.
- () () 22. Screening devices.
- () () 23. Landscaping plan, including a summary table showing number, size and type of trees and percentage of landscaping for parking areas. Irrigation plans illustrating connection to main water line through a separate irrigation meter or off of main water meter. Irrigation systems shall be designed to prevent off-site drainage nuisance.
- () () 24. Construction details for all site improvements as defined in the Definitions Section and as applicable.
- () () 25. Fire protection including fire hydrants, fire lanes, fire lines and related devices.
- () () 26. Dumpster location.
- () () 27. Other utilities.
- () () 28. Finished floor elevation. The builder is responsible for furnishing an engineering certification of the foundation elevation and building setbacks prior to construction of a foundation.
- () () 29. Variances from this ordinance which may be requested shall be listed on the face of the site plan.

ENGINEER/PROJECT MANAGER

DATE