

Date: \_\_\_\_\_

Completed by: \_\_\_\_\_

**OCONEE COUNTY  
SUBDIVISION CONSTRUCTION PLAN CHECKLIST**

Submit 8 full size sets (no larger than 24" x 36") and 1 set reduced to 11" x 17". One set consists of all applicable printed drawings, as itemized below, bound together. All sheets in a set should be of the same size. Also, please submit 2 Hydro Reports for the site.

*Please review your submittal using this checklist. Check "YES" for items included. If an item is not applicable to this submittal, please note why. Staff recommends that you get prior approval for not applicable items. List the sheet number the item can be found on. Please include a completed checklist along with your submittal. **Projects without all required items or without a completed checklist may be returned and/or delayed.***

**COVER SHEET**

YES	SHEET#	ITEM	
		Name of project	
		Owner/Developer including name, street address, phone number and a 24 hour contact person	
		Name of consulting firm (Engineer, Architect, Landscape Architect, etc.) including street address and phone number	
		Table of contents (list of sheet titles and sheet numbers in plan set)	

**PRELIMINARY PLAT**

YES	SHEET#	ITEM	
		One copy of the approved and signed preliminary subdivision plat	

**SOIL ANALYSIS SHEET(S)**

YES	SHEET#	ITEM	
		Soil Analysis Sheet - Must be signed and sealed by Georgia licensed soil scientist (only for subdivisions with septic tanks)	

**SOIL EROSION AND SEDIMENT CONTROL PLAN(S)**

YES	SHEET#	ITEM	
		Soil erosion and sediment control plan(s) and narrative	

**SOIL EROSION AND SEDIMENT CONTROL DETAILS**

YES	SHEET#	ITEM	
		Structural practices	
		Sediment barriers	
		Sediment trap	

**SOIL EROSION AND SEDIMENT CONTROL DETAILS (con't)**

		Construction exit	
		Check dam	
		Others	

**GRADING AND DRAINAGE PLAN(S)**

YES	SHEET#	ITEM	
		Show sidewalks if required. Make sure all storm drain lines are out from under sidewalks.	
		2% minimum slope on swales	
		Show all existing and proposed contours	
		Show all drainage easements	
		Usually 1' contours and spot elevations where necessary	
		Show all storm water management areas	
		Show pipe sizes, routing, flow rates and velocities on plan	
		<b>Note that:</b> "Storm Water Management shall be in accordance with county, state, and other appropriate Ordinances and Regulations in effect at time of construction plan approval"	

**ROAD CONSTRUCTION PLAN/PROFILE SHEETS**

YES	SHEET#	ITEM	
		Road construction plan/profile sheets. Show and label any cross pipes on profile sheet	
		Show and label all existing and proposed contours on road construction plan	

**STORM SEWER PLAN/PROFILES**

YES	SHEET#	ITEM	
		Storm sewer plan/profiles. Show any cross pipes on profile sheet	

**WATER LINE PLAN**

YES	SHEET#	ITEM	
		Water line plan (including existing and proposed lines and hydrants). Show meters on the Property Line. Show all Drainage Easements	

**SANITARY SEWER PLAN/PROFILES**

YES	SHEET#	ITEM	
		Sanitary sewer plan/profiles (if necessary). Show any cross pipes on profile sheet	

**SIGNAGE**

YES	SHEET#	ITEM	
		Show location and easements for project entrance sign	
		Show project entrance sign details sketch with dimensions of overall height & width and sign face height & width	
		Show location of traffic control signs	
		Show traffic control sign details	

**CONSTRUCTION DETAILS**

YES	SHEET#	ITEM	
		Project entrance detail showing any required accel/decel lanes, any required road improvements such as turn lanes and any grading and drainage requirements associated with these. Show curbing tapers on accel/decel lanes.	
		Landscape plan/detail for any required buffers. Include maintenance plan	
		Street and utility cross section (standard detail from Subdivision Regulations)	
		Cast in place headwall detail	
		Curb and Gutter Detail(standard detail from Subdivision Regulations for all public streets)	
		Outlet structures (detention) where required	
		Bituminous pavement replacement details (standard detail from Subdivision Regulations)	
		Standard D.O.T. inlet detail (i.e., 1033D, with highback curb 1034)	
		Typical water service location - residential (standard detail from water and wastewater standards manual)	
		Water service connection detail (standard detail from water and wastewater standards manual)	
		Typical deflection of water mains around headwalls and cross drains (standard detail from water and wastewater standards manual)	
		Typical fire hydrant detail (standard detail from water and wastewater standards manual)	
		Tapping sleeve and valve installation detail (standard detail from water and wastewater standards manual)	
		Others as required (See Oconee County Utility Dept Water and Wastewater Standards)	

**SPECIALTY SHEETS (DAMS, SPILLWAYS, ETC.)**

YES	SHEET#	ITEM	
		Specialty sheets (dams, spillways, etc.)	

**OTHER SHEETS**

YES	SHEET#	ITEM	

**OTHER SUBMITTAL ITEMS**

**STORM WATER MANAGEMENT REPORT**

YES	ITEM	
	Two copies of Storm Water Management Report including calculations for conveyances, pipe summary, ditch design, gutter spread for inlet spacing, storm water detention and reservoir routing calculations	

**CODE ENFORCEMENT SUBMITTALS (SOIL EROSION PERMITS)**

YES	ITEM	
	Submit 2 soil erosion and sedimentation control plans to Code Enforcement. They will review and route to NRCS for approval. <b>This is not approved as part of Site Development Plans as is a separate submittal.</b>	

**HEALTH DEPARTMENT SUBMITTAL**

YES	ITEM	
	Submit site plan and original red stamped soils overlay if project is on septic. Pay all necessary fees.	
	Provide documentation from Health Department at time of Site Development Plan submittal to Planning Department, stating that all required Health Department fees have been paid.	