

PRELIMINARY ENGINEERING PLAN REVIEW CHECKLIST

DEVELOPMENT NAME: _____

The attached document is a list of typical Engineering Division review criteria for subdivisions and commercial site plans. Each submittal shall include five (5) sets of complete plans signed by a licensed engineer in responsible charge. The engineer is responsible for initialing each item on the checklist. Please check with the Engineering Division before assuming that an item is not applicable, unless it is obviously not applicable.

Documents submitted to the Engineering Division shall be organized according to the following general format:

- A. Title Sheet (project name, vicinity map, sheet index, etc).
- B. Notes (FOR CUSTOM NOTES ONLY). Do not show City General Notes. Incorporate City General Notes by reference only.
- C. Subdivision Plat
- D. Boundary and Topographical Survey
- E. Grading/Drainage Plan
- F. Utility Plan
- G. Striping and Signage Plan
- H. Plan and Profile Sheet(s)
- I. Detail Sheet(s) (FOR CUSTOM DETAILS ONLY. Otherwise, refer to standard details)
- J. Operation/Maintenance Plan for Post-Construction Storm Water Controls

Plan & profile sheets and detail sheets are not required for preliminary plans unless specifically directed by the Engineering Division.

Upon first submittal for plan review, the applicant must sign the verification on the Engineering Plan Review Checklist indicating he/she has personally inspected the Checklist and that all items on the Checklist have been initialed by the responsible engineer. A copy of the Checklist must accompany the plans with all subsequent reviews. The City will not accept plans for review without this signed Checklist.

In providing approvals, Riverton City assumes that applicants have not made any errors and have complied with all applicable codes and ordinances. If, after an approval, an error is discovered or it is discovered that some aspect of approved drawings does not comply with applicable codes and ordinances, the applicant shall, at his own expense, revise the drawings and modify any infrastructure as necessary to correct the problem. Applicants and their design professionals shall remain responsible for their projects at all times.

I have personally reviewed this submittal and verify that it is complete and that all items have been initialed by the responsible engineer.

Applicant's Signature _____

Printed Name _____

PRELIMINARY ENGINEERING PLAN REVIEW CHECKLIST (CONTINUED)

(Application will not be accepted unless responsible engineer initials all items as Submitted)

DEVELOPMENT NAME: _____

Required Submittals:

Submitted

- Initial: ___ Geotechnical report, including minimum pavement section.
- Initial: ___ Storm drainage calculations (not on drawings) for pipe system, surface route and detention/retention ponds. Stamped and certified by a Utah-licensed professional engineer, with the following verbiage: "I hereby certify that this report for the onsite drainage of this development was prepared by me (or under my direct supervision) in accordance with the provisions of the Riverton City Storm Water Design Standards and Regulations, and was designed to comply with the provisions thereof. I understand that Riverton City does not and will not assume liability for drainage facilities design."
- Initial: ___ Operation/Maintenance Plan for Post-Construction Storm Water Controls
- Initial: ___ Record of Survey per UCLS Standards, AND topographical map including all other relevant information.
- Initial: ___ Letter of approved street names by Salt Lake County
- Initial: ___ Construction Plans on D-size sheets.
- Initial: ___ Traffic study (as required by City Engineer).
- Initial: ___ UDOT permit for vehicular access and/or storm drain connection to Redwood Road (1700 W) or 12600 South.
- Initial: ___ South Valley Sewer District permit for sanitary sewer connection.
- Initial: ___ CLOMR/LOMR filed application for property in FEMA 100-yr flood plain.
- Initial: ___ Stream alteration permit from Utah Division of Water Rights if impacting Midas Creek or Rose Creek.
- Initial: ___ Permit from Salt Lake County Flood Control if impacting Midas Creek, Rose Creek, Utah & Salt Lake Distributing Canal, or Utah Lake Distribution Canal.
- Initial: ___ Permit from canal company if impacting a canal.
- Initial: ___ Irrigation master plan of gravity conveyances before / after development, on a dedicated sheet, including a list of all stakeholders with their addresses and phone numbers. The master plan shall include the following certification language: "As the developer of this property, I hereby certify that I understand: (1) how the existing gravity irrigation system works in the vicinity of this property, (2) how my development of this property will affect this system and associated stakeholders, (3) that I take full responsibility for the changes I am making to this system, (4) Riverton City does not and will not assume liability for changes I make to this system."
- Initial: ___ Pothole data for storm drain crossings in existing roadways.
- Initial: ___ Necessary easement and covenant documents.

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PRELIMINARY ENGINEERING PLAN REVIEW CHECKLIST (CONTINUED)

All Sheets Must Contain:

- Submitted
- Initial: ___ Project name.
- Initial: ___ Drawing number and title.
- Initial: ___ "Call Before You Dig" logo.
- Initial: ___ North arrow and drawing scale.
- Initial: ___ Abbreviations and Legend.
- Initial: ___ References to specific Standard Plans as applicable.

Title Sheet:

- Submitted
- Initial: ___ Project name, address and type of development.
- Initial: ___ Reference to Riverton City General Notes on Title Sheet or on other dedicated notes sheet.
- Initial: ___ Owner's name, address and contact information.
- Initial: ___ Contact information for all project team members.
- Initial: ___ Vicinity map with north arrow.
- Initial: ___ Sheet index for all sheets and index figure.

Subdivision Plat: (See City Standard Template)

- Submitted
- Initial: ___ Subdivision name, location and phase.
- Initial: ___ Names of adjacent property owners.
- Initial: ___ Location of survey by Quarter Section, Township and Range
- Initial: ___ Signed, stamped, and dated Surveyor's Certificate.
- Initial: ___ Scale of drawing and north arrow.
- Initial: ___ D-size sheet.
- Initial: ___ Total acreage of development and acreage of each lot.
- Initial: ___ Proposed streets (names and coordinates) and adjacent streets.
- Initial: ___ Proposed street names have been approved with Salt Lake County.
- Initial: ___ Point of beginning and basis of bearing.
- Initial: ___ The distance and course to two (2) or more Section or Quarter Corners, including Township and Range, or to identified monuments within a recorded subdivision.
- Initial: ___ Applicable warnings and recommended mitigation measures for potential geotechnical problems.
- Initial: ___ An AutoCad file of the plat, with a tie to a section monument.
- Initial: ___ All bearings, angles and distances along the boundary and lot lines and boundary closure to 0.01 feet.
- Initial: ___ Radius, length, chord distance, chord bearing, and other curve data deemed necessary.
- Initial: ___ Location of street monuments with bearing and distance labeled, monument-to-monument, and location with respect to corners.

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PRELIMINARY ENGINEERING PLAN REVIEW CHECKLIST (CONTINUED)

Subdivision Plat (continued):

- Initial: ___ Existing easements, R-O-Ws, buffer zones and public spaces shown with references to Salt Lake County Recorder's book and page numbers.
- Initial: ___ Written boundary description of property surveyed.
- Initial: ___ FIRM Insurance Zone and Map number.
- Initial: ___ All lots (including common lots) numbered and addressed.
- Initial: ___ Required signature blocks.
- Initial: ___ Survey monuments shown at all intersections, centers of cul-de-sacs and points of centerline curvature where necessary to maintain line of sight.

Grading/Drainage Plan:

Submitted

- Initial: ___ Stamped and certified by a Utah-licensed professional engineer, with the following verbiage: "I hereby certify that this design for the onsite drainage of this development was prepared by me (or under my direct supervision) in accordance with the provisions of the Riverton City Storm Water Design Standards and Regulations, and was designed to comply with the provisions thereof. I understand that Riverton City does not and will not assume liability for drainage facilities design."
- Initial: ___ A conspicuous note stating, "A Land Disturbance Permit must be obtained from Riverton City prior to disturbing any vegetation or moving any soil. Contact Tom Beesley at 801-208-3152."
- Initial: ___ Existing contour lines (in gray scale) at one-foot (1') intervals.
- Initial: ___ Proposed contour lines at one-foot (1') intervals.
- Initial: ___ Salt Lake County benchmark elevation relative to identified Section Corner.
- Initial: ___ Storm drain system showing pipe sizes, clean-out boxes, combination boxes and catch basins
- Initial: ___ 100-year flood overland route clearly shown terminating at storm water facility (usually the street).
- Initial: ___ FEMA Flood Zone delineation and Salt Lake County 100-year flood elevation limits.
- Initial: ___ Lot grading arrows.
- Initial: ___ 2 percent maximum slope in all directions in ADA parking areas
- Initial: ___ ADA accessible route from commercial buildings to the public ROW
- Initial: ___ Minimum 15" RCP for all public drainage systems.
- Initial: ___ Catch basins provided at all intersections and doublewide catch basins with two grates at sag points. Locate catch basins on lot lines where possible.
- Initial: ___ Overland runoff route for stormwater at all sag points.
- Initial: ___ Separate detail sheets showing detention/retention ponds, sized orifice design, spillways, pollutant removal structural BMPs, etc.
- Initial: ___ Cul-de-sacs graded to drain away from the bulb.

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PRELIMINARY ENGINEERING PLAN REVIEW CHECKLIST (CONTINUED)

Grading/Drainage Plan (continued):

- Initial: ___ Ditchmaster's name, phone number and written coordination if altering existing irrigation ditches.
- Initial: ___ 2 percent maximum slope along curb returns

Operation/Maintenance Plan for Post-Construction Storm Water Controls:

Submitted

- Initial: ___ Inventory of all post-construction storm water controls
- Initial: ___ Description of the routine maintenance required for each control
- Initial: ___ Schedule for maintenance of each control.
- Initial: ___ Inspection requirements for each control.
- Initial: ___ Maintenance agreement, ready to be recorded

Utility Plan:

Submitted

- Initial: ___ Stamped and signed by a Utah-licensed Professional Engineer.
- Initial: ___ A conspicuous note stating, "A Right-of-Way Encroachment Permit must be obtained from Riverton City prior to doing any work in the right-of-way. Contact Aaron Roberts at 801-208-3195."
- Initial: ___ Survey monuments provided at all intersections, centers of cul-de-sacs and points of center line curvature where necessary to maintain line of sight.
- Initial: ___ Utility locations (i.e. manholes) don't conflict with survey monuments.
- Initial: ___ Locations of existing and proposed power poles.
- Initial: ___ Sewer, storm drain and irrigation systems to the next manhole beyond subdivision boundary.
- Initial: ___ Existing and proposed streetlights shown including power sources, wiring and utility boxes.
- Initial: ___ Streetlights at cul-de-sac ends and street intersections; 200' spacing (240' max.) on local residential roads; collector and arterial road spacing; located on lot lines wherever possible.

Striping and Signage Plan:

Submitted

- Initial: ___ Street names and traffic control signage with references to MUTCD designations.
- Initial: ___ Pavement markings with references to MUTCD and FHWA "Standard Highway Signs" designations.
- Initial: ___ Traffic calming on street segments longer than 1000' without a minimum 45 degree turn.
- Initial: ___ Striping plan (collector and arterial roadways).

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