The City of TROY
Planning & Zoning Department
P.O. Box 549 · 301 Charles W. Meeks Avenue · Troy, Alabama 36081
Phone: 334.670.6058 · Fax: 334.670.6078

APPLICATION FOR ENGINEERING PLAN APPROVAL

Subdivision Name/Phase:_____

Zoning District:_____ Plat Restrictions:_____

Length of Time to Complete Project (Attach schedule, if phased):_____

_____

Applicant

Company:_____

Name:_____

Address:_____ City_____ St_____ Zip_____

Telephone Number:_____ Email:_____

Applicant's interest in the property (if other than owner):_____

_____

Subject Property Owner

Company:_____

Name:_____

Address:_____ City_____ St_____ Zip_____

Telephone Number:_____ Email:_____

Engineer

Company:_____

Name:_____

Address:_____ City_____ St_____ Zip_____

Telephone Number:_____ Website:_____

Email:_____

Site Information

Gross Acreage of Site:_____ Number of Lots:_____

Electrical Utilities: ☐ Overhead ☐ Underground Servicing Water Main Diameter (in):_____

Fire Hydrants: Number on Site: _____ Farthest Distance - Nearest Hydrant to a Lot:_____

Located in a Flood Zone: ☐ Yes ☐ No Sidewalks: ☐ Yes ☐ No

Street Lighting: Decorative: ☐ Yes ☐ No # of Lights Proposed:_____

 Owner Initials:_____ Applicant Initials:_____

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Subdivision Name/Phase: _____

Stormwater

Description of Stormwater Provisions: _____

_____

_____

_____

Authorizing Signatures

The owner / applicant herein agrees to comply with all applicable federal, state, county, and city laws, codes, regulations, ordinances, and requirements. The owner authorizes the City Staff or authorized representative of the City to access the property for inspection purposes. It is further agreed that all costs associated with the development of this subdivision / project including but not limited to inspections; engineering; construction; legal documentation; permitting; applications; traffic control; street, utility, stormwater, and sidewalk infrastructure; and any other cost of development shall be assumed and paid by the owner/developer.

The owner / applicant herein understands the following:

- Engineering plan approval is required before application and issuance of any applicable City permits, grading, and/or construction.
- The engineering plan shall be reviewed by the Planning Administrator and may be referred for review and report by other City departments and appropriate officials.
- Upon final approval of an engineering plan, no development of any kind shall be permitted on a development/subdivision site except in accordance with the approved engineering plan and related approved plans.
- A pre-construction meeting prior to start of any construction is required. The purpose of this meeting is to review the requirements of the City and establish any special tests or inspections to be required. At this meeting, the approved drawings and documents will be reviewed and major items will be discussed by the participants.

I hereby certify that the information on this application and attachments are correct and that the property affected by this application is in the exclusive ownership or control of the owner, or that the applicant has the consent of all partners in ownership of the affected property.

OWNER: I further certify that I have read and familiarized myself with the contents of this application and its attachments and do hereby consent to its submission and processing and to comply with any subsequent approval and any stipulations, conditions, and terms attached to such approval.

_____ _____

Owner(s) Signature(s): Date

APPLICANT: I further certify that the information supplied on this application is complete and accurate, and that the project described, if approved, will be completed in accordance with the stipulations, conditions, and terms of that approval.

_____ _____

Applicant's Signature: Date

Owner Initials: _____ Applicant Initials: _____

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Checklist for Engineering Plan Approval

This checklist is developed for your use as a reminder of the basic engineering plan information generally required for the understanding and evaluation of development. Some items may not be applicable to your proposal, and additional information may be required. Depending on the scope and complexity of the project, the plan may consist of more than one drawing. Scaled drawings or maps shall not be of a scale greater than one (1) inch equals 10 feet nor less than one (1) inch equals 200 feet and of such accuracy that the Planning Department can readily interpret the plans, and shall include more than one (1) drawing, where required for clarity. **An Electronic Copy** of entire submittal via email or on a drive in **pdf** of the engineering plans along with application and any attendant items are required, as well as, an **AutoCAD dwg** of the grading plan and utilities plan sheets.

Have the following been included? ☐ PDF Copy ☐ DWG Copy

General Checklist

All dimensions shall be shown on engineering plans.

- ☐ General Sheet Order for Plan Submission
  - ☐ Cover/Title Sheet
  - ☐ Preliminary Plat
  - ☐ Project Details & General Notes
  - ☐ Existing Conditions Plan / Topographic Survey
  - ☐ Demolition Plan, if applicable
  - ☐ Proposed Conditions Plan / Topographic Survey
  - ☐ Site Layout or Dimension Control Plan
  - ☐ Grading Plan
  - ☐ Existing Drainage Area Map
  - ☐ Proposed Drainage Area Map
  - ☐ Storm Drainage Layout Plan & Profiles
  - ☐ Utility Plan & Profiles
    - ☐ Sanitary Sewer Plan & Profiles, if applicable
    - ☐ Water Plan & Profiles, including hydrants
    - ☐ Electric and Street Light Plan, including specifications
  - ☐ Street & Paving Plan & Profile, including curb, gutter, and sidewalks
  - ☐ Sedimentation and Erosion Control Plan
  - ☐ Traffic Control & Striping Plan & Details
  - ☐ Landscape Plan, if applicable
  - ☐ Construction Details
- ☐ Plan orientation should generally face north to the top or left-hand side of sheet.
- ☐ The following information is required on the plans:
  - ☐ Engineering Firm Name & Registration #, Address, and Phone Number
  - ☐ Engineer's Seal
  - ☐ Surveying Firm Name & Registration #, Address, and Phone Number
  - ☐ Developer's Name and Address
  - ☐ Owner's Name and Address

Detailed Checklist

- ☐ **Existing Conditions Plan / Topographic Survey** - Existing topography of the site and the surrounding area at an interval of not more than five feet for slopes over five percent, and for slopes less than five percent contours shall be shown at an interval of not more than two feet, showing the location of existing woodlands, streams, drainage ways, floodplains, and other significant features of the land. In addition to Flood Hazard Boundary Map (FHBM) and/or Flood Insurance Rate Map (FIRM) floodplain overlays, show and label actual 100-year water surface elevations.

Owner Initials:_____ Applicant Initials:_____

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Detailed Checklist (cont.)

☐ **Proposed Conditions Plan / Topographic Survey** - Proposed topography of the site and the surrounding area at an interval of not more than five feet for slopes over five percent, and for slopes less than five percent contours shall be shown at an interval of not more than two feet, showing the location of existing woodlands, streams, drainage ways, floodplains, and other significant features of the land. In addition to Flood Hazard Boundary Map (FHBM) and/or Flood Insurance Rate Map (FIRM) floodplain overlays, show and label actual 100-year water surface elevations.

☐ **Grading Plan** – Existing onsite and offsite contour lines (with elevation labels) and proposed grades are clearly shown and labeled. Surface drainage easements are provided for lot-to-lot drainage paths. Typical cross sections for all retaining walls are provided. Show footings, utility crossings, wall heights, and distances to property lines. All utilities are clearly shown and labeled. Show and label all streams, creeks, drainage ways, and 100-year floodplain. In addition to Flood Hazard Boundary Map (FHBM) and/or Flood Insurance Rate Map (FIRM) floodplain overlays, show and label actual 100-year water surface elevations.

☐ **Existing Drainage Area Map** - Existing onsite and offsite contour lines (with elevation labels), onsite and offsite subdivided drainage areas, and drainage area calculation tables are clearly shown. Indicate zoning for each drainage area. Existing inlets and storm drain lines are clearly shown and labeled. Existing onsite and offsite flow direction is clearly shown with directional flow arrows. Show the design storm that the downstream storm drain system was designed for (e.g, 25-year storm, 50-year storm, etc.) and the drainage criteria that was used for that design. Show and label outfall locations. Show and label all streams, creeks, drainage ways, and floodplain. In addition to Flood Hazard Boundary Map (FHBM) and/or Flood Insurance Rate Map (FIRM) floodplain overlays, show and label actual 100-year water surface elevations.

☐ **Proposed Drainage Area Map** - Proposed onsite and offsite grades, onsite and offsite subdivided drainage areas, and drainage area calculation tables are clearly shown. Indicate zoning for each drainage area. Existing and proposed inlets and storm drain lines are clearly shown and labeled. Proposed onsite and existing offsite flow direction is clearly shown with directional flow arrows. Show runoff calculations and use design criteria, based on best engineering practices. Show and label outfall locations. Demonstrate, with supporting calculations, that there is adequate capacity downstream to convey the 25-year storm. A 50-year storm frequency may be required at the discretion of the City upon recommendation by the City Engineer. Show and label all streams, creeks, drainage ways, and 100-year floodplain. In addition to Flood Hazard Boundary Map (FHBM) and/or Flood Insurance Rate Map (FIRM) floodplain overlays, show and label actual 100-year water surface elevations.

☐ **Storm Drainage Layout Plan & Profiles** - Proposed storm drainage plan, along with the location and construction details of all surface water drainage facilities. Post-development stormwater runoff cannot exceed predevelopment stormwater runoff. The design basis for the storm drainage system will be a 25-year design storm. A 50-year storm frequency may be required at the discretion of the City upon recommendation by the City Engineer. Stormwater calculations must be included with submittal. Show a plan and profile for all proposed stormwater infrastructure and lines. Pipe lengths are to be shown by stationing at each structure. Show pipe size, material, slope and class for each run. Show pipe inverts, discharge, velocity and friction slope. Show and label the hydraulic gradient. Show all hydraulics, velocity head changes, gradients, computations and profile outfalls with typical sections and computations. Existing and proposed inlets and storm drain lines are to be clearly shown and labeled. Where connections are made to an existing storm drain, provide the design data of existing system. The downstream system must be sized to adequately convey the fully developed runoff from the site. ***A written statement from the engineer certifying that the proposed storm drainage outfall effects on the adjoining property owner(s) have been analyzed and that the discharge will not adversely affect or jeopardize any downstream properties***.

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Detailed Checklist (cont.)

☐ **Utility Plan & Profiles** - The location of all existing and proposed power lines, gas lines, hydrants, sewer and water lines and required infrastructure associated with the utility, and the location of any easements to be granted for these utilities. The location, sizes, invert elevations, and profiles of existing and proposed sanitary sewer; the location and sizes of existing and proposed water lines; and any other data relating to utilities facilities that may be necessary to complete their installation. – If individual sewage disposal systems are proposed, the location and results of soil percolation tests shall be shown. Street lighting shall be clearly shown and labeled and specifications shall be provided. ***It is the responsibility of the engineer and/or the applicant/owner/developer to coordinate with the electric utility provider for adequate street lighting per the electric utility provider's requirements and recommendations. The cost of the materials of the required street lighting shall be borne by the applicant/owner/developer per the electric utility provider's requirements.***

☐ **Street & Paving Plan & Profile** - All proposed work is clearly shown and labeled with a paving legend to distinguish between the different pavement specifications within the right-of-way and private property. Typical cross sections of the proposed grading, roadways, curb and gutter, and sidewalks. Check all drives, intersections and other locations involving cross traffic for possible hazardous situations. Watch for obstructed sight distance, hindrances to safe operation at design speed, danger to pedestrians, etc. Complete vertical curve information is to be provided and meets minimum sight distance requirements for design speed. Existing and proposed water/wastewater lines are to be clearly shown and labeled when located under proposed pavement. Type, thickness, strength, and subgrade preparation of proposed pavement shall be shown and is in conformance with standards. Sidewalks are to be clearly shown and labeled. Concrete thickness, strength, and width are to be shown and shall be in conformance with standards.

☐ **Sedimentation and Erosion Control Plan** - The sedimentation and erosion control plan during and after construction along with all runoff calculations. Best management practices for erosion control shall be used throughout construction and development. Existing contour lines (with elevation labels) and proposed grades shall be clearly shown and labeled. Design plans shall comply with all current rules and regulations of ADAM, EPA, and other applicable federal, state, and local agencies. The developer will be solely responsible for all erosion control in accordance with ADEM regulations and for securing any required permits by ADEM. Erosion and sediment control measures shall be installed and inspected prior to work beginning. Measures shall be maintained throughout the development and be the responsibility of the developer.

☐ **Traffic Control & Striping Plan & Details** – Plan of all traffic control devices installed on public streets or public rights-of-way are to conform with latest version of the Manual of Uniform Traffic Control Devices, latest edition, (MUTCD). A licensed contractor shall be employed by the developer to install the traffic control devices and street name signs. Developers are required to provide and to have installed street name signs and stop signs on public and private streets in their development conforming with latest version of the Manual of Uniform Traffic Control Devices. A striping plan, prepared by a registered professional engineer, must be submitted as part of the construction plans for the public improvements for approval by the City. If these plans require the addition, relocation and removal of pavement markings, the cost of these items will be borne by the developer.

☐ **Construction Details** - All details are to be clearly labeled private or public. All applicable details from City Specifications should be clearly shown, labeled, and cross referenced on the plans. All details not covered by City Specifications are clearly shown, labeled, and dimensioned. All applicable details for work within the right-of-way of another entity (e.g., ALDOT, Pike County) are clearly shown, labeled, and cross referenced on the plans.

Owner Initials:_____ Applicant Initials:_____