



DIVISION OF
PLAN REVIEW & PERMITTING

CHECKLIST SITE SPECIFIC GRADING PLAN

DATE: _____

PROJECT: _____

TAX ACCOUNT ID # (Required)

COUNTY PLAN FILE NUMBERS: _____

DESIGN FIRM: _____

INSTRUCTIONS: To be completed by the applicant. It is to be signed by the appropriate design professional with the initial document submittal. Indicate "N/A" for not applicable and "✓" for included. Subsequent checklist submittals will be at the discretion of the Director, Division of Plan Review & Permitting.

I. SUBMISSION DOCUMENTS

- A. Additional SITE PLAN/SWM checklist if a stormwater management or ESD structure, credit practice or conveyance system is part of this grading plan. _____
- B. Geotechnical Report for Stormwater Management. (if applicable) _____
- C. Letter of Permission for Offsite Disturbance. _____
- D. Approval from MSHA, MDE. (if applicable) _____

II. GRADING PLANS – GENERAL INFORMATION

- 1. Owner/Developer name, address and phone number. _____
- 2. Design Professional name, address, phone number, seal, signature, date. _____
- 3. Project name, zoning, tax map, election district, street address, parcel no. _____
- 4. Washington County Division of Plan Review & Permitting approval blocks. _____
- 5. Surveyor's Grading Certification Block stating:
 "I hereby certify to the Washington County Division of Plan Review & Permitting that a site inspection (based on field measurements and surveys) was made under my direction on _____ at _____.
 To the best of my knowledge, information and beliefs, this lot has been final graded in substantial compliance with the approved grading plan _____ and building permit _____ in conformance with the Division's grading certification requirements." _____

6. Developer's Certification Block stating:
 "I/We certify that all grading on this site will be done in accordance with the current grading requirements as set forth in the Washington County Grading Ordinance."

| Signature of Owner/Developer | Title | Date | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|------|-------|
| 7. Minimum scale of 1 inch =50 feet. | | | _____ |
| 8. Maximum plan size is 24 inches by 36 inches. | | | _____ |
| 9. Existing contours of the land (topography) minimum two foot contour interval. | | | _____ |
| 10. Proposed contours of the land – minimum two foot contour interval with spot elevations as necessary. | | | _____ |
| 11. Proposed lot grading maximum 3:1 to the maximum extent practicable. | | | _____ |
| 12. Soil identification/Soils map. | | | _____ |
| 13. Limits of clearing and grading and total area stated in square feet and acres. | | | _____ |
| 14. All existing and proposed easements shown with Plat and/or Deed reference and bearings and distances. | | | _____ |
| 15. Property lines shown with bearings and distances. Building setback requirements clearly labeled. | | | _____ |
| 16. Adjacent properties clearly labeled with owner and deed reference or plat. | | | _____ |
| 17. Adjacent public or private roads labeled with name, classification, right-of-way width, edge of pavement location. If private road, provide easement deed or plat reference. | | | _____ |
| 18. Existing / proposed downstream drainage easement statement regarding investigation of downstream effects (ability of downstream system to carry 10/25 year storm normal pond outflow). (if applicable) | | | _____ |
| 19. Proposed on-site drainage conveyance swales minimum longitudinal slope 1%. Maximum side slopes 3:1. Drainage easement delineated as required. | | | _____ |
| 20. Stabilized construction entrance shown. | | | _____ |
| 21. Existing/Proposed house and outbuilding location(s) | | | _____ |
| 22. Proposed driveway location, dimensioned, with spot elevation at center line at intersection with existing road pavement edge. | | | _____ |
| 23. Elevation of first floor, basement, lowest entry point. | | | _____ |
| 24. Driveway sight distance easement shown (as required). | | | _____ |
| 25. Positive grading shown around buildings with spot elevations to reflect a minimum 1/8 per foot (1%). Maximum grading within 6 feet away from all building foundation walls shall be 3 inches per foot (25%). | | | _____ |
| 26. Spot elevations at all building corners. | | | _____ |
| 27. Limits of proposed and existing driveway (s). Driveway culvert(s) location, size, material type, slope, length, and end section or headwall detail provided. Culvert elevations in and out provided. Spot elevation at center line of driveway over culvert. Outfall channel protection provided with detail (as required). | | | _____ |

28. Existing and proposed retaining wall locations and top and bottom wall elevations noted. For all proposed walls over 3 feet in height provide wall profile and detailed section. _____
29. Approved existing and proposed on-lot septic reserve area shown. Approved existing and proposed on-lot well(s) and buffer(s) shown. _____
30. Existing or proposed utility crossings. _____
31. Bench mark shown on plans (datum per NAVD88). _____
32. Maryland Grid Coordinates to NAD 83 datum shown on at least three property corners. _____
33. Show all topo and contours within 25 feet of all property lines. _____
34. North arrow all plan view sheets _____
35. Vicinity map at a scale of 1" = 2000', north arrow shown. ADC map coordinates, site delineated, major roads identified. _____

II. SOIL EROSION AND SEDIMENT CONTROL:

1. Soil Erosion and Sediment Control Plan and details. _____
2. SCD approval blocks. _____

III. SITE ENVIRONMENTAL INVESTIGATION:

1. 100 year floodplain delineated on the plan (include FEMA Panel Number). _____
2. Non-tidal wetlands delineated. _____
3. Sensitive Areas designated with appropriate buffers. _____
4. Forest conservation areas/forest easements shown. _____

IV. ADDITIONAL COMMENTS:

1. Check if additional comments have been attached. _____

Prepared by: _____
Name (signed) Company Date

Name (printed) Registration Number Telephone

Developer: _____
Telephone