

Town of Charlestown

Planning and Zoning Commission

FINAL LOT GRADING AS-BUILT PLAN REVIEW CHECKLIST

The following list of items are the **minimum** requirements for review and approval of final lot grading as-built plans by the Charlestown Planning and Zoning Commission. The Plan must be signed and sealed by a Maryland registered engineer, surveyor, or landscape architect. Plans not meeting these minimum requirements will be deemed incomplete and returned to the Engineer/Surveyor. A red check mark must be made beside planned values if they were the actual constructed values. Also, any deviations (location, size, elevation) from the approved final lot grading plan must be indicated in red. This checklist must be completed and submitted as part of the plan submittal application package.

CO or NA (Complete or Not Applicable)

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|---|---|---|
| / | / | 1. Plan Size; 11" X 17" |
| / | / | 2. Minimum Scale of Plan; 1" = 40' |
| / | / | 3. Title Box (lower right corner of plan) containing: |
| | | a) Asbuilt Final Lot Grading Plan for |
| | | b) Name of Subdivision (<i>if applicable</i>) |
| | | c) Site Address |
| | | d) Tax Map, Parcel and Lot Number |
| | | e) ADC Map Coordinates |
| / | / | 4. Consultant Information |
| | | a) Company Name |
| | | b) Mailing Address |
| | | c) Telephone Number |
| | | d) Fax Number |
| / | / | 5. North Arrow |
| / | / | 6. Road Name |
| / | / | 7. Adjoining Property Owner's names |
| / | / | 8. Lot Lines Clearly Shown with Metes and Bounds |
| / | / | 9. House Footprint shown on plans with dimension from property lines |
| / | / | 10. Building Setbacks |
| / | / | 11. Spot Elevations at the four outside corners of the House |
| / | / | 12. Driveway Location |
| / | / | 13. Driveway Culvert Pipe size and elevations |
| / | / | 14. Location of Water and Sewer Connections, connections must be labeled |
| / | / | 15. Well location |
| / | / | 16. Septic Reserve Area shown |
| / | / | 17. Septic tank riser location |
| / | / | 18. Spot Elevations at all High and Low Points with Drainage Flow Arrows |
| / | / | 19. Proposed driveway location, house location and contour lines (as shown on the approved grading plan). |
| / | / | 20. Constructed contour lines (shown as solid red lines) at 1' intervals. |
| / | / | 21. Date of as-built survey |
| / | / | 22. Engineer's Certification (contours do not deviate greater than 6" from approved plan) |
| / | / | 23. A minimum of three (3) NAD83M x, y coordinates. Coordinates shown shall be the existing well, corner of the house and at least one property corner. |

I (name) , of (Engineer/Survey Company) , hereby certify that the above noted residential lot has been constructed to provide adequate grading and stormdrainage in accordance with the plan approved by the Charlestown Planning and Zoning Commission. As-built field topography was performed, and onsite contour deviations from the approved plan do not exceed +/- 6".

/ / 22. Engineer's Certification (contours deviate greater than 6" from approved plan)

I (name) , of (Engineer/Survey Company) , hereby certify that the above noted residential lot has been constructed to provide adequate grading and stormdrainage in accordance with the plan approved by the Charlestown Planning and Zoning Commission. As-built field topography was performed, and shows that the onsite contours deviate +/- (*maximum deviation*) " from the approved plan; however, the site drains away from the house in the same direction as the approved plan. The grading meets the intent of the approved lot grading plan and will not adversely impact adjoining properties.