

PLAN REVIEW CHECKLIST

Project Number: _____ Review Engineer: _____ Peer Review: _____

GENERAL ITEMS

MET	NOT REQ'D	ITEM	MET	NOT REQ'D	ITEM
		Information File Merged			Engineer's Seal and Date
		Location Map			Existing easements, Book and Page
		North Arrow and Scale			MSD Structure Numbers
		MSD P# and Base Map No. (all sheets)			New Easements for proposed and possible future extensions
		Nearby P-Jobs			Subdivision Plat
		Addendum, Revision, Supersede			Special Structure/Sealed Calcs. And Details
		Surcharge, Recoupment, Subdistrict Area			Construction Notes
		Maintenance Comments			Standard Construction
		MSD Benchmark			Public Sewer Maintenance
		Onsite and Offsite Topography			Compacted Fill
		Existing Utilities (Plan View)			C-900 Pipe
		Gas			Septic Tank Abandonment
		Water/Tap Size			Swimming Pool Backwash
		Electric			Contr. Insurance (Offsite)
		Cable			
		Address and Zip Code			
		Municipal Requirements			
		Field Visit			

Manager to Check for Completeness: _____

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SANITARY REVIEW

MET	NOT REQ'D	ITEM
		Downstream Sewer Evaluation
		Planning Maps
		Downstream sewer size relative to existing/proposed flows
		Customer Complaints
		Hydraulic Analysis
		Onsite Sewer Pipe Evaluation
		Sized for Future Upstream Potential Flow
		Min. Pipe Slope Requirements
		Alignment (Proximity to Buildings, Acute Angles, etc.
		Building Footprint
		Minimum Basement Elevation on Plan and Profile
		Strapped Plumbing Required in Combined Areas (or variance request)
		2% Slope for Laterals
		Lateral Stationing on Profile
		Public/Private Designation of Sewers on Profile
		Industrial Use Survey
		Oil/Grease Separator
		Sampling Tee
		Pipe Curve Data
		Pipe Material/Class/Load Calculation (Sealed)

Manager Check for Completeness: _____

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STORM REVIEW

MET	NOT REQ'D	ITEM
		Downstream Sewer Evaluation
		Planning Maps
		Stormwater Study Reports
		Customer Complaints
		Drainage Area Map
		No Proposed breaking of watershed
		Boundaries Drawn Correctly (on and off site)
		Correct onsite PI Factors
		Offsite PI Factors reflect potential future development
		Overland flow paths
		Hydraulic Analysis
		Pipe Hydraulic Calculations/Sealed (starting 2 reaches down, minimum)
		Hydraulic Grade Line on Profile
		Inlet Capacity/Bypass Flow Analysis
		Inlet Capacity/Analysis of FES
		Outlet Capacity Analysis of FES
		Ponding Areas/Easement
		Rock Blanket Analysis, Rock Gradation and Length
		Pipe Curve Data
		Pipe Material/Class/Load Calculations (Sealed)
		Public/Private Designation on Profile
		Utility Crossings on Profile

Manager Check for Completeness: _____