

**PLAN REVIEW INFORMATION SHEET**  
**THE METROPOLITAN ST. LOUIS SEWER DISTRICT**  
**2350 MARKET STREET, ST. LOUIS, MO 63103**  
(314) 768-6272 (314) 768-6302 FAX

Complete this information sheet in its entirety, submit with required number of plans (see page two), and a **submittal fee of \$450.00**.

1. Engineers Name: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_  
State: \_\_\_\_\_ Zip Code \_\_\_\_\_ Phone ( ) \_\_\_\_\_  
Contact: \_\_\_\_\_ Fax ( ) \_\_\_\_\_

2. Owner's Name: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_  
State: \_\_\_\_\_ Zip Code \_\_\_\_\_ Phone ( ) \_\_\_\_\_  
Contact: \_\_\_\_\_ Fax ( ) \_\_\_\_\_

3. Type of ownership (circle one):                      corporate                      Individual                      Partnership

If you want correspondence to be mailed to the Contractor/Drainlayer, please fill in the following information.

4. Contractor/  
Drainlayer's Name: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_  
State: \_\_\_\_\_ Zip Code \_\_\_\_\_ Phone ( ) \_\_\_\_\_  
Contact: \_\_\_\_\_ Fax ( ) \_\_\_\_\_

5. Location information:

a. Accurate location of property relative to an intersection

\_\_\_\_\_ (If not at an intersection, the distance from the property to the nearest intersection)

b. Wunnenberg's page number \_\_\_\_\_ and grid number \_\_\_\_\_

c. St. Louis County Locator Number \_\_\_\_\_ City of St. Louis Parcel Number(s) \_\_\_\_\_

d. City of St. Louis Block Number \_\_\_\_\_

e. Street Address of Project \_\_\_\_\_

f. Levee District \_\_\_\_\_

g. MSD Base Map Number \_\_\_\_\_

6. Residential subdivisions, street improvements, sanitary and storm extensions need only to complete item 'a'.

All other projects must complete items 'a' through 'd'.

**Total Acreage of Improvement (a)** \_\_\_\_\_ **Total Acreage of Property (c)** \_\_\_\_\_

**Total Impervious acreage of Improvement (b)** \_\_\_\_\_ **% of Imperviousness (d)** \_\_\_\_\_

**(Total area to be paved plus buildings) ( b / a ) x 100 = %**

Existing Impervious Acreage \_\_\_\_\_

7. State usage of development (commercial, industrial, apartments, condominiums, subdivision, etc)

\_\_\_\_\_

8. a. Size of water tap required for development: \_\_\_\_\_  
domestic size \_\_\_\_\_ fire / irrigation \_\_\_\_\_

b. Number of Apartment Units, Condos, or Lots \_\_\_\_\_

9. If this submittal is a **revision and/or addendum** to a previous project, please note P-\_\_\_\_\_, and describe below. **Changes should be circled in red on plans.**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

10. St. Louis County PAC Number \_\_\_\_\_  
(Commercial projects only)

Worksheet to determine number of required plans

PLEASE  
CHECK

NUMBER  
REQUIRED

USE

_____	<u>  3  </u>	Minimum Number Required
_____	<u>  3  </u>	Project has Pump Station or Low Level Pressure System
_____	<u>  1  </u>	Project has Detention Requirement
	_____	Total Required for this Project *

\* Failure to submit the correct number of plans may result in the reject of project for review.

## Minimum Submittal Requirements Checklist

- 1. Submittal Sheet filled out
- 2. North arrow and Scale
- 3. Location Map
- 4. Legend
- 5. Sheet Index
- 6. Sheets numbered
- 7. Title Block with Project Name, Engineer info, Owner info
- 8. Engineers Seal signed and dated
- 9. Construction notes
- 10. Street Names
- 11. Lot/Property Limits and dimensions
- 12. MSD Benchmark
- 13. Existing Manholes with MSD number and pipe sizes top and flowline elevations
- 14. Existing utilities or note there are none
- 15. Show proposed buildings and lots
- 16. Show Parking, streets drives
- 17. Show Storm and Sanitary sewers and structures; identify structures
- 18. Existing and proposed contours; don't stop at property line
- 19. Drainage Area Map; delineate tributary areas, PI factors and flows (Q).
- 20. Sewer profile sheet(s); top and flowline of structures, pipe sizes, existing and proposed ground profile, and hydraulic gradeline.
- 21. Hydraulic calculations for sewers storage and BMP's
- 22. Detention Calculations
- 23. BMP's
- 24. Flood Study

Provide an explanation for any of the above items not submitted. Please note that an incomplete submittal may lead to an incomplete review.

---

---

---