



RESIDENTIAL CONSTRUCTION PLANS CHECKLIST

PROVIDE COMPLETED CHECKLIST SIGNED BY PREPARER WITH SUBMITTAL

* This checklist is not all-inclusive of all Town ordinances and standards.

- When submitting plans for review, provide five (5) complete signed and sealed sets at 22" x 34" & PDF format.
- For each subsequent review, provide three (3) complete signed and sealed sets & PDF format
- For each subsequent review, include the redline set and comment response letter from the previous review.

RESIDENTIAL CONSTRUCTION PLAN SETS SHALL INCLUDE THE FOLLOWING:

- Cover/Index
- Preliminary Plat
- Town of Addison General Construction Notes
- Each sheet shall have a north arrow, scale, legend, key, engineer's seal, and revision block (number, date, reason), as appropriate
- Paving Plan (& Profile of proposed streets) to include cross section(s) showing ROW, sidewalks, concrete thickness and strength, and jointing plan
- Pre- Development Drainage Area Map (include off-site drainage, if applicable) & table of drainage area calculations per Town of Addison Drainage Criteria Manual design standards
- Post-Development Drainage Area Map (include off-site drainage, if applicable) & table of drainage area calculations and inlet calculations
- Storm Sewer Layout (for entire subdivision). Label and station all storm sewer lines.
- Storm Sewer Plan & Profile (including ALL hydraulic and inlet calculations)
- Detention Pond Layout and Calculations
- Channel layout, plan & profile, and channel calculations, if applicable
- Utility Layout (water & sewer for entire subdivision, include sanitary sewer watershed calculations)
- Water Line Plan (Profile required for lines 12" & larger, or for 8" lines with greater than one (1') variation in relation to ground line, especially if vertical bends are to be used). Label and station all water lines.
- Sanitary Sewer Line Plan & Profile. Label and station all sanitary sewer lines.
- Show size, type, location, and number of all structures, fittings, and appurtenances (tees, bends, valves, manholes, cleanouts, inlets, etc.)
- Show FFE elevations of all buildings on utility plan sheets.
- Grading Plans (show off-site grades along property boundary)
- Traffic Control Plan, if applicable
- Erosion Control & Storm Water Pollution Prevention Plan
- Trails - plan and profile or grading plan (if applicable)
- Retaining Walls and/or Bridge Plans to include structural calculations (if applicable)
- Franchise Utilities Layout (electric, gas, telephone and cable) (if applicable)
- Offsite Infrastructure Plans (if applicable)
- Town of Addison and/or NCTCOG and/or TXDOT construction details, as appropriate, or at the direction of Town Staff
- Landscape & Irrigation Plan
- Geotechnical report
- Include Note:

This plan conforms with design standards included in the Town of Addison Transportation Plan, Water System Requirements, Waste Water System Requirements, and Drainage Criteria Manual.

Preparer's Name: _____

Preparer's Signature: _____