

GENESEE COUNTY DRAIN COMMISSIONER'S OFFICE

DIVISION OF WATER AND WASTE SERVICES

SITE PLAN/PRELIMINARY PLAT APPLICATION 9TH EDITION

PROJECT NAME: _____

PARCEL AND/OR PARCEL #S: _____

Property Owner: _____

Utility Connection Address: _____ Municipality: _____

Property Owner Address: _____

Property Owner E-mail: _____ Cell Phone #: _____

**THE FOLLOWING INFORMATION SHALL BE INCLUDED WITH, OR APPEAR ON ALL
PLANS SUBMITTED TO THIS OFFICE:**

Please note that if any of the following information is not applicable to the development being submitted, so state with reason.

GENERAL

- \$500.00 Site Plan review fee. Checks shall be payable to "Genesee County Drain Commissioner's Office – Div. of WWS".
- A copy of this Site Plan/Preliminary Plat Checklist, signed and dated.
- Transmittal Letter indicating that this is a first-time submission.
- Letter signed and sealed from a professional engineer stating there is adequate sanitary sewer capacity for this development from the site to the County owned infrastructure. This shall include all calculations and flow maps (Wholesale communities only).
- 'Authorization to Review' letter from the local municipality.

COVER SHEET

The cover sheet shall, at a minimum, contain the following basic information:

- Project Name (Title) – Address, Municipality, County and Section Number below project name.
- Location map with layout sketch of project, scale and north arrow.
- Plans signed and sealed by a professional engineer, surveyor, or an architect.

- Developer's name, address, and phone number.
- Sheet Index.
- Legal description with Parcel Number/Tax ID Number.
- Plan distribution list including contact names and dates submitted to utility/agency.
- Total disturbed area and a statement clarifying whether an NPDES permit is or is not required.
- 811 "Call Before You Dig" Alert.
- GCDC-WWS Contractor Alert Statement (**in bold**). See Section C. Item k. of the Site Plan standards.
- A statement clarifying whether or not existing utilities were exposed for verification of location and elevations.

APPLICATION REQUIREMENTS TO BE ON PLAN SUBMITTAL

- Tax map of area with appropriate property highlighted. Tax map shall also show the surrounding area, including both sides of the road and can be obtained from the Genesee County Department of Equalization.
- Sheet size of 24" x 36" (If a different sheet size is proposed, this office must be contacted prior to submitting plans).
- Legend.
- Minimum scale shall be 1" = 50'.
- GCDC-WWS 10 Standard Notes (See Item E. under Site Plan Standards).
- GCDC-WWS Demolition Notes (See Item H. under Site Plan Standards).
- All parcels have been serviced by sanitary sewer and watermain adjacent to this property.
- GCDC-WWS' most current 'Standard Notes', 'Sanitary Standard Details' and 'Pressure Pipe Details' sheets or other applicable standard sheets shall be added to the plan set (they can be downloaded at gcdcwws.com).
- All existing (water, sanitary sewer, and storm water) utilities shown on the plans and labeled with their size (rims, inverts), elevation and pipe material. Please also label any utilities in other areas where conflicts may arise.
- Recorded easements. Minimum width for easements shall be Sanitary Sewer = 20' and Watermain = 15'. The utility shall be centered in the easement. The standard GCDC-WWS easement template document can be provided if requested.
- Architectural floor plan has been provided for calculation of all applicable tap-in and/or CCIF fees (moved plumbing below separate).

- Plumbing plan sheets have been provided showing the location of all the proposed meters (domestic, irrigation and 5/8" fire leak detector meter as applicable) and to determine meter fees. Meters shall be located on an interior perimeter wall immediately after the service line enters the building. Fire lines and leak detector meter should be designed per the layout provided in PPD-12 (Pressure Pipe Detail).
- The proposed invert elevation of the sanitary sewer lead(s) should be shown at the face of the building and at all the connections points to the public sewer.
- Compacted sand backfill shall be noted and/or shown on the plans for any proposed utilities under pavement.
- A sanitary sewer cleanout shall be provided every 90', every change of direction and at the right-of-way/easement line.
- A traffic bearing detail shall be provided for any cleanouts that are in paved areas.
- The existing public sanitary sewer and watermain material types and sizes shall be labeled on the plans where a connection or tap is proposed on the public main.
- The proposed pipe material for sanitary sewer leads, water leads, sanitary sewer and watermain shall be labeled on the plans, i.e. PVC SDR 26, type K copper pipe, ductile iron pipe with class.
- The minimum required slope for the sanitary sewer lead is 1.0%. The proposed slope and lead lengths for the water and sanitary sewer services shall also be noted on the plans.
- Plan view of the proposed development or plat, including existing and future phases.
- If a grease interceptor is proposed or required, details shall be provided including the size, manufacturer, model number, etc. according to SD-14 (Sewer Detail).
- Roadways, ROW size, lot numbers, future building numbers, parcel ID numbers, street address for site, street address for surrounding buildings, and lot configuration.
- If Fire Protection is proposed, provide the fire flow demand for proposed business/building.

ADDITIONAL DOCUMENTS

The following applications and permits shall be provided and or obtained prior to the Site Plan approval:

- IPP permit application for all non-residential buildings (includes churches, schools, etc.). Applications can be downloaded from www.gcdcwws.com.
- SESC permit application, plans, and appropriate fees.

I hereby certify that the abovementioned items have been provided with the submitted plans.

Name of Party Preparing Application: _____

E-mail of Party Preparing Application: _____

Signature: _____ **Date:** _____
