



proud past, promising future

# PRE-SUBMITTAL CHECKLIST

Clark County provides this checklist to assist applicants in preparing a complete engineering plan submittal. Complete, well presented construction plans improve the engineering review and construction process for the applicant and county staff.

|                      |
|----------------------|
| <b>PROJECT NAME:</b> |
| <b>PLD/PSR#:</b>     |

## SHEETS INCLUDED IN SUBMITTAL:

### ○ GENERAL REQUIREMENTS

- | INCLUDED                 | N/A                      |   |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | SHEET SIZE (22-24") X (34-36")                        |
| <input type="checkbox"/> | <input type="checkbox"/> | NORTH ARROWS ON PLAN VIEWS                            |
| <input type="checkbox"/> | <input type="checkbox"/> | MINIMUM TEXT SIZE GREATER THAN OR EQUAL TO .08 INCHES |
| <input type="checkbox"/> | <input type="checkbox"/> | STANDARDIZED SCALE (Bar Scale and Original's Scale)   |
| <input type="checkbox"/> | <input type="checkbox"/> | DISTANCES IN DECIMAL TO HUNDRETHS                     |
| <input type="checkbox"/> | <input type="checkbox"/> | STAMPED BY ENGINEER RESPONSIBLE FOR PLAN PREPARATION  |

IF N/A, REASON: \_\_\_\_\_  
\_\_\_\_\_

### ○ COVER SHEET

- | INCLUDED                 | N/A                      |   |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | STANDARD CLARK COUNTY SIGNATURE BLOCK                 |
| <input type="checkbox"/> | <input type="checkbox"/> | WATER, SEWER AND FIRE DISTRICT SIGNATURE BLOCK        |
| <input type="checkbox"/> | <input type="checkbox"/> | LEGEND  |
| <input type="checkbox"/> | <input type="checkbox"/> | VICINITY MAP  |
| <input type="checkbox"/> | <input type="checkbox"/> | SHEET INDEX   |
| <input type="checkbox"/> | <input type="checkbox"/> | LOCATION BY ¼ SECTION, SECTION, TOWNSHIP, RANGE, W.M. |
| <input type="checkbox"/> | <input type="checkbox"/> | VERTICAL DATUM AND BENCHMARKS USED FOR PROJECT        |

IF N/A, REASON: \_\_\_\_\_  
\_\_\_\_\_

### ○ EXISTING CONDITIONS

- | INCLUDED                 | N/A                      |   |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | EXISTING POWER POLE, PEDESTALS AND OTHER UTILITIES                        |
| <input type="checkbox"/> | <input type="checkbox"/> | ANY KNOWN BURIED TANKS, BUILDINGS, DRIVEWAYS, WATER WELLS, SEPTIC SYSTEMS |
| <input type="checkbox"/> | <input type="checkbox"/> | PUBLIC UTILITY EASEMENTS  |
| <input type="checkbox"/> | <input type="checkbox"/> | SIDEWALK, WALKWAYS, AND TRAILS  |
| <input type="checkbox"/> | <input type="checkbox"/> | TOPOGRAPHY  |

IF N/A, REASON: \_\_\_\_\_  
\_\_\_\_\_

○ **EROSION CONTROL**

INCLUDED N/A

- MINIMUM ECN-1 AND 2 NOTES AND DETAILS
- CONSTRUCTION ENTRANCE LOCATION AND DETAIL
- WETLANDS AND HABITAT BOUNDARIES INCLUDING BUFFERS IF PRESENT
- ELEVATIONS AND CONTOURS
- SILT FENCE, TOE FILLS, ON-SITE BASIN PROTECTION, PROTECTION OF BIO-SWALES AND PONDS

IF N/A, REASON: \_\_\_\_\_  
\_\_\_\_\_

○ **GRADING**

INCLUDED N/A

- WETLANDS AND HABITAT BOUNDARIES INCLUDING BUFFERS IF PRESENT
- EXISTING AND PROPOSED ELEVATIONS AND/OR CONTOURS
- SEPARATE SHEET - TYPICAL LOT GRADING, WITH FLOW ARROWS OR SHOW GRADING FOR WHOLE SITE
- ADDRESS LOW POINT/CRAWL SPACE DRAINAGE FOR EACH LOT

IF N/A, REASON: \_\_\_\_\_  
\_\_\_\_\_

○ **STORM SYSTEM**

INCLUDED N/A

- CONVEYANCE SYSTEM IN PLAN OR PROFILE SHOWING LENGTHS, SLOPES, AND SIZES OF PIPE
- ALL STRUCTURES UNIQUELY IDENTIFIED SHOWING RIM AND INVERT ELEVATIONS
- WATER QUALITY SYSTEMS WITH SUPPORTING DETAILS
- WATER QUANTITY CONTROL SYSTEMS WITH SUPPORTING DETAILS
- TECHNICAL INFORMATION REPORT CONFORMING TO REQUIREMENTS DETAILED IN CCC 40.38.060 (D) 4
- ABBREVIATED REPORT OR OTHER PERTINENT DATA IF T.I.R. IS NOT REQUIRED
- EASEMENTS, TRACTS, OR OTHER PRIVATE/PUBLIC FACILITIES CLEARLY DESIGNATED

IF N/A, REASON: \_\_\_\_\_  
\_\_\_\_\_

○ **STREET PLAN AND PROFILE**

INCLUDED N/A

- VERIFY ROAD MODS, IF APPLICABLE
- ROAD PROFILES AND STREET SECTIONS
- HORIZONTAL TO VERTICAL ENGINEERING SCALE RATIO OF 10:1 FOR ROAD PROFILES (OR RATIO PREFERRED TO BETTER ILLUSTRATE)
- STREET RIGHT-OF-WAY AND CENTERLINE DIMENSIONS
- STREET NAMES
- IDENTIFICATION OF AREAS TO BE DEDICATED
- ROAD PROFILES CONSISTENT WITH THE OPTIONS PROVIDED IN CODE
- STATIONING INCREASES FROM LEFT TO RIGHT
- DELTA TABLE w/ELEVATIONS

IF N/A, REASON: \_\_\_\_\_  
\_\_\_\_\_

○ **SEWER AND WATER**

INCLUDED N/A

- CLARK REGIONAL WASTEWATER DISTRICT OR VANCOUVER SEWER DISTRICT
- CLARK PUBLIC UTILITY DISTRICT OR CITY OF VANCOUVER

IF N/A, REASON: \_\_\_\_\_  
\_\_\_\_\_

○ **STANDARD DETAIL SHEETS**

INCLUDED N/A

- IF ALTERATIONS MADE TO STANDARD DETAIL, CHANGES MUST BE BUBBLED
- MAXIMUM NUMBER OF STANDARD DETAILS PER SHEET - 8
- STANDARD NOTES SHEET (UNDERGROUND, EROSION CONTROL, DRAINAGE, STANDARD PLAN)

IF N/A, REASON: \_\_\_\_\_  
\_\_\_\_\_

○ **SIGNING AND/OR STRIPING, IF APPLICABLE**

INCLUDED N/A

- SIGNING/STRIPING PLAN

YES NO

- ADDITIONAL SIGNING/STRIPING PLAN WILL BE SUBMITTED TO PUBLIC WORKS TRANSPORTATION

○ **WETLAND AND/OR HABITAT, IF APPLICABLE**

INCLUDED N/A

- 

○ **LANDSCAPING, IF APPLICABLE**

INCLUDED N/A

- 

○ **SITE PLAN, FINAL PLAT IF APPLICABLE**

INCLUDED N/A

- BUILDING FOOTPRINTS AND SQUARE FOOTAGE
- OPEN SPACE DELINEATIONS
- PARKING AND LOADING AREAS
- GATES AND FENCING
- EXTERNAL/INTERNAL TRAFFIC, PEDESTRIAN, BICYCLE CIRCULATION SYSTEM
- WATER AND WASTEWATER DISPOSAL PLAN
- LIGHTING PLAN

IF N/A, REASON: \_\_\_\_\_  
\_\_\_\_\_

○ **GENERAL CONSTRUCTION NOTES**

INCLUDED N/A

- 

○ **LAND USE CONDITIONS OF APPROVAL**

INCLUDED N/A

- COPY OF SIGNED STAFF REPORT OR HEARING EXAMINER'S DECISION WITH NOTATIONS OF HOW EACH CONDITION OF APPROVAL HAS BEEN ADDRESSED AND COMPLIED WITH

○ **CONTACT INFORMATION**

IF THE REVIEWER ENCOUNTERS AN ISSUE OR PROBLEM THAT REQUIRES A SOLUTION BEFORE THE REVIEW CAN CONTINUE, THE PROJECT WILL BE PLACED ON HOLD. NOTIFICATION WILL BE PROVIDED TO THE APPLICANT WITH AN EXPLANATION OF THE ISSUE(S) AND A MEETING MAY BE REQUESTED.

PLEASE INDICATE PRIMARY AND SECONDARY CONTACT INFORMATION, AND PREFERRED CONTACT METHOD:

PRIMARY: \_\_\_\_\_  PHONE  EMAIL  LETTER: \_\_\_\_\_

SECONDARY: \_\_\_\_\_  PHONE  EMAIL  LETTER: \_\_\_\_\_

**All items required for a complete review of construction plans are not on this list. It is the responsibility of the engineer to provide plans that will satisfy all conditions of land use approval and all code requirements.**

I acknowledge that this submittal of construction engineering plans and associated documents contains information necessary for a review by Clark County engineering staff. I understand that any missing items might disrupt the review process.

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Submitting Engineer

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Date