## CARROLL COUNTY BUREAU OF DEVELOPMENT REVIEW USE IN COMMON DRIVEWAY PLAN CHECKLIST

Project Name:			County File N	lo.:
Checked by:		For:		_ Date:
	Print name		Firm or agency	
Items noted in the	checklist shall be	considered the m	inimum amount of ir	formation necessary for submission o

Items noted in the checklist shall be considered the minimum amount of information necessary for submission of use in common driveway construction plans. The Bureau may require additional information as necessary.

## A. GENERAL

- [] Size of sheets shall be 24"h x 36"w. Allow 2" border on left side, 3/4" border other sides.
- [] Check Planning Commission requirements if applicable.
- [] All information shall be contained within the border area.
- [] Title block containing title of drawing, subdivision name and section, Election District, County, State, plan scale, County file number, and revision date.
- [] Use In Common Driveway General notes.
- [] Engineer or surveyors seal and signature.
- [] Vicinity Map scale of 1"=2000' upper right hand corner show county road this property has access to and a public road on either side of the site.
- [] North arrow properly oriented toward the top of the sheet.
- [] Owner's and Developer's names, addresses and phone numbers.

## **B. PLANS**

- [] Lot arrangement with panhandle configuration shown.
- [] Intersecting street shown with centerline, curb lines (label type of curb) or edge of pavement.
- [] Intersecting street name, functional classification, and posted speed.
- [] UIC stationing started at 0+00 at centerline of intersecting street.
- [] Right of way and easements shown.
- [] Topography shown including trees, fence lines, swales, streams, power poles, culverts, etc.
- [] Intersection sight distance dimension actual measurement and required sight distance.
- [] Type and width labeled of existing pavement.
- [] Lot numbers shown.
- [] UIC easement for ingress/egress shown and dimensioned.
- [] Dimension width of UIC driveway.
- [] Centerline stationing shown at 50 foot intervals.
- [] Side ditches and types of stabilization shown or wide shoulder technique.
- [] Pull-overs and turnarounds shown with dimensions.
- [] Apron detail; plate shown on plan.
- [] Culverts shown with size, material, shape, and invert elevations.
- [] Centralized mailbox placement and pad if required by the postmaster.
- [] Limits of UIC driveway with station values shown.
- [] Driveway name shown if applicable.
- [] Driveway name sign location shown.

#### CARROLL COUNTY BUREAU OF DEVELOPMENT REVIEW

# **USE IN COMMON DRIVEWAY PLAN CHECKLIST**

### C. TYPICAL SECTION

- [] Driveway name shown.
- [] Profile Grade Line (PGL) labeled.
- [] Paving section labeled and meets minimum County guidelines.
- [] Paving width and cross slopes labeled.
- [] Existing paving shown and labeled.
- [] SWM wide shoulder shown and labeled.
- [] Easement width shown.
- [] Treatment of grades to tie in to existing ground shown.

### D. PROFILE

- [] Profile grade shown and labeled PGL.
- [] Intersecting street name and elevation shown.
- [] Vertical curve control points labeled including PVC, PVT, and PVI.
- [] Data block for vertical curves including VC Length, PVI station, PVI elevation, and design K.
- [] Grades meet minimum and maximum gradient requirements.
- [] Tangent percent of grade shown to two decimal places.
- [] Stationing at 50 feet minimum intervals.
- [] Existing ground elevations shown at 50 feet minimum intervals on left side of station line.
- [] Proposed grade elevations shown at 50 feet minimum intervals on right side of station line.

### E. CROSS SECTIONS

When required by review staff, cross sections are to be drawn at 1"=10' vertical and 1"=10' horizontal scale. Sections drawn shall be at every even 50 foot centerline station, and where specified.