

# Commercial Building Checklist

## NORTH OLMSTED ENGINEERING

Project: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_ Reviewed by: \_\_\_\_\_

## A. GENERAL

1. Index of drawings
2. Lot dimension
3. Address and P.P.N.
4. R.O.W. width & utilities shown
5. North arrow & legend
6. Setback of building from lot lines
7. Benchmark
8. Seal or stamp
9. Existing & proposed utilities
  - Water (hydrants)
  - Gas
  - Telephone
  - Electric
10. Easements
11. Maintenance of traffic plan needed?
12. Consolidation plat needed?
13. Wetlands area?
14. Traffic study required?
15. Setbacks shown?
16. Within floodplain?
17. Signal warranted?

## B. SANITARY FACILITIES

1. Size, type and class of pipe  
Trench detail
2. Existing pipe, if any
3. Inverts & grades profile
4. Test tee location
5. Drop manhole needed?
6. Air test required? (City maintained)
7. Miscellaneous
8. Grease trap 10' from bldg.? (911.12(e))

### C. STORM FACILITIES

1. Size, type & class of Pipe  
Trench detail
2. Existing pipe, if any

3. Inverts & grades
4. Catch basin detail (bicycle safe)
5. Manhole detail
6. Trench drain detail
7. Headwall detail
8. No splashing downspouts note
9. Stormwater retention detail  
Calculations
10. Test tee
11. Miscellaneous

Water Quality Volume required  $\geq$  five (5) acres

#### D. YARD AND PAVED AREAS

1. Typical section of pavement & curbs  
Full depth of curb replacement in R.O.W.
2. Premium backfill in/near paved areas
3. Reinforced concrete aprons
4. Sidewalk without curbs at drives
5. Parking lot striping  
Lighting
6. Landscaping (mound contours shown?)  
Fences  
Free-standing signs
7. Trash pad with enclosure
8. Retaining wall/ramp/stair details
9. Brickscape
10. Truncated dome curb ramps in R/W
11. Max 5% pavement slope
12. Water not to drain across public SW  
(1161.11(a))
13. Drive width & location (1161)

Crushed limestone, limestone screenings, or bank run gravel

#### E. WATER MAINS

1. Two hydrants within 300 feet?
2. Water main material shown?
3. Hydrant notes
4. Miscellaneous

#### F. GRADING

1. Existing contour lines onto adjacent land
2. Proposed contour lines to property lines
3. Guard rail or wall where change of grades
4. Location & finished floor of adjacent  
buildings
5. Proposed finish floor

6. Surveyors stamp or seal
7. No assumed elevation for benchmark  
within 200 feet of site
8. Required notes
9. Erosion control plan
10. Miscellaneous

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Other Comments: \_\_\_\_\_

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**Conforming to Planning Commission Plan**

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**Approval of Building Department**

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**Fire Department**

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**Forester**

\_\_\_\_\_

**Pretreatment Coordinator**

\_\_\_\_\_

**Safety**

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