



**SITE PLAN REVIEW CHECKLIST**

Project Name \_\_\_\_\_

Date \_\_\_\_\_

MSD WM No. \_\_\_\_\_

The purpose of this checklist is to facilitate the review process. This checklist gives the minimum requirements needed for MSD’s review. All items shall be checked as included or marked N/A. The omission of required items may be cause for rejection of the submittal without review.

**Site Plan Items**

- |                                                                                                  |                                                    |
|--------------------------------------------------------------------------------------------------|----------------------------------------------------|
| _____ Location Map                                                                               | _____ Inlet Type                                   |
| _____ Owner Name & Address                                                                       | _____ Headwall Type                                |
| _____ Property Boundaries                                                                        | _____ Existing & Proposed San. Sewer & Connections |
| _____ Adjacent Property Owners                                                                   | _____ Existing & Proposed Utilities                |
| _____ Street Name & R/W                                                                          | _____ Existing & Proposed Structures               |
| _____ Existing & Proposed Easements                                                              | _____ Existing & Proposed Impervious Areas         |
| _____ Offsite Drainage Areas                                                                     | _____ Erosion & Sediment Controls                  |
| _____ Inlet Drainage Areas                                                                       | _____ Green Management Practices (GMPs)            |
| _____ Drainage Flow Arrows                                                                       | _____ Operation and Maintenance Plan for GMPs      |
| _____ Pipe Length, Size, Slope, Type, Number                                                     | _____ Standard Silt Control Notes                  |
| _____ Pipe Profiles for Through Drainage                                                         | _____ Standard Underground Utility Notes           |
| _____ Existing & Proposed Drainage Structures                                                    | _____ Standard Floodplain Note                     |
| _____ Inlet Grate & Invert Elevations                                                            | _____ 100-yr FEMA Floodplain Limits                |
| _____ Pipe Chart                                                                                 | _____ Local Regulatory Floodplain Limits           |
| _____ Channel Profiles for Through Drainage                                                      | _____ Plan Date                                    |
| _____ Headwall Invert Elevations                                                                 | _____ Revision Date                                |
| _____ Headwater @ Culverts (10-yr & 100-yr)                                                      | _____ Registered Professional Stamp & Signature    |
| _____ Existing & Proposed Topography & Contours, Including Area 50’ Outside of Property Boundary | _____ Water Management Number                      |

**Additional Information (If Applicable)**

- |                                                    |                                                       |
|----------------------------------------------------|-------------------------------------------------------|
| _____ MSD Plan Submittal Application (signed)      | _____ Stormwater Construction Site Inspection Form    |
| _____ Notice of Construction                       | _____ Green Infrastructure Plan Review Checklist      |
| _____ Corporate Resolution                         | _____ GMP Water Quality Calculations                  |
| _____ Notice of Intent to Ky DOW (copy MSD)        | _____ Long Term Maintenance Agreement of GMPs         |
| _____ Plan Review Fee*                             | _____ Stormwater Prevention Pollution Plan (SWPPP)    |
| _____ Regional Facilities Fee**                    | _____ Sanitary Downstream Facilities Capacity Request |
| _____ Downstream Capacity Analysis                 | _____ Sanitary Sewer Connection Fee                   |
| _____ Geotechnical Analysis                        | _____ Sanitary Sewer Capacity Charge                  |
| _____ Detention Analysis (Include Checklist)       | _____ KTC Approval                                    |
| _____ Floodplain Analysis                          | _____ ACOE approval (Wetlands/Waters of the U.S.)     |
| _____ Letter of Permission for Offsite Work        | _____ ACOE Approval for Work Near Floodwall           |
| _____ Easement Plat                                | _____ Water Management Bond                           |
| _____ KY DOW Approval (Floodplain/Stream Crossing) | _____ Elevation Certificate Bond                      |

\* MSD’s Plan Review Fee is charged for projects that are not in the MSD service area (Anchorage, Jeffersontown, Shively, and St. Matthews). Payment is due prior to construction plan approval.

\*\* MSD’s Regional Facilities Fee is a fee which may be paid in-lieu of constructing on-site detention, subject to MSD approval, to implement watershed master plans by construction of regional facilities. This option is only available when additional runoff does not create or worsen present drainage problems as determined by MSD. Payment is due prior to construction plan approval.

*Note: The Engineer that Stamped the Submitted Plans Must Sign the Checklist.*

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date