

CITY OF EASTLAKE  
CT CONSULTANTS, INC.  
GUIDELINES FOR RESIDENTIAL SITE PLAN CHECKLIST  
(+) – ADDITIONAL INFORMATION NEEDED (0) – NOT SHOWN (✓) – ADEQUATE

- \_\_\_\_\_ 1. Property lines with all bearings and distances called out and noted as recorded, calculated, or measured. Encroachments & Easements must be documented, must be addressed.
- \_\_\_\_\_ 2. Curve data (D, R, L, C, C Bearing).
- \_\_\_\_\_ 3. Describe monuments and note as found or set; surveyor's cap must be placed on all pins set.
- \_\_\_\_\_ 4. Adjoining streets – indicate name, limits of existing and proposed pavements and rights-of way, type of pavement and curb and gutter construction, distance to monument and/or intersection.
- \_\_\_\_\_ 5. Existing and proposed structures. Note finish floor elevations.
- \_\_\_\_\_ 6. Underground and overhead utilities:
- \_\_\_\_\_ a. Sanitary and storm sewers, upstream and downstream manholes, size notation, pipe material, inverts at point of connection, rim and invert of catch basin and manholes.
- \_\_\_\_\_ b. Water
- \_\_\_\_\_ 7. Existing and proposed contours at 1' intervals. Use darker contour line every 5' vertical.
- \_\_\_\_\_ 8. Storm water flow path and rear yard drain (6" min connection). Section 905.07.
- \_\_\_\_\_ 9. Graphic scale and numerical scale.
- \_\_\_\_\_ 10. If detached garage: 3' minimum side yard.
- \_\_\_\_\_ 11. 1145.04 building line setback requirements; R60:40,5,15 R75:40,5,20 S1:50,10,25
- \_\_\_\_\_ 12. Dimensions of structure or table of coordinates. Minimum livable first floor space - §(1355.01).
- \_\_\_\_\_ 13. Sufficient point elevations for proposed work (50-foot grid, all corners, and 25' outside of property line). Finish ground grade is within 6" of approved subdivision master grading plan.
- \_\_\_\_\_ 14. General Notes:
- \_\_\_\_\_ a. Engineer/surveyor certification w/date of field survey.
- \_\_\_\_\_ b. Underground utility location disclaimer and overhead and underground electric lines caution along with OUPS telephone number.
- \_\_\_\_\_ c. Benchmark description and location on plan.
- \_\_\_\_\_ 15. North arrow.
- \_\_\_\_\_ 16. Adjacent and subject property owner's names, volume and page number, permanent parcel number and address.
- \_\_\_\_\_ 17. Site area in acres.
- \_\_\_\_\_ 18. Title block with project name, owner or developer name, engineer's or surveyor's name, job number, drawing number, revision.
- \_\_\_\_\_ 19. Sidewalks: 5" concrete, 4" thick, 6" inside R/W w/elevation shown at each end (typically 6" above top of curb).
- \_\_\_\_\_ 20. 1119.04(f)(1) driveways:
- a.\_\_\_\_\_ a. 18 feet for 2-car garage. Two enclosed parking spaces are required for a one family dwelling per Section 1155.03
- b.\_\_\_\_\_ b. 4" concrete, 6-sack mix, over 4" stone base or 6" concrete, 6-sack mix, over compacted earth.
- \_\_\_\_\_ 21. 1119.04(f)(2); aprons:
- a.\_\_\_\_\_ a. 3-foot flare per side.
- b.\_\_\_\_\_ b. 6" concrete, 6-sack mix, over 4" stone base.
- c.\_\_\_\_\_ c. 8" minimum culvert may be required.
- d.\_\_\_\_\_ d. 6" thick to back of walk.
- \_\_\_\_\_ 22. 1145.05: One building per lot (permanent parcel).
- \_\_\_\_\_ 23. Laterals: Sanitary: 6" minimum VCP with O-ring or 6" PVC SDR 35 – Iron Cast Top for Cleanout –Straight T. Storm: 6" minimum VCP with O-ring or 6" PVC SDR 35. Water –Type K copper 1".  
1% minimum slope. Need cleanout located on plans. Sanitary and storm subject to inspection by Eastlake's Service Department.
- \_\_\_\_\_ 24. Backflow preventers required, if house has a basement. Backflow preventer not needed for slab houses. Service connection to be approximated at 1.5 feet below basement elevation.
- \_\_\_\_\_ 25. Flood Plain – Chapter 1367
- a.\_\_\_\_\_ a. Finish floor of habitable area shall be 2 feet above flood plain elevation per FEMA map.
- b.\_\_\_\_\_ b. Elevation datum on the drawings must match NAVD 88 which was used as a basis for the revised 2010 flood maps.
- c.\_\_\_\_\_ c. Flood Hazard Permit Application must be submitted.
- d.\_\_\_\_\_ d. 913.09 Performance Standards (6) and (7) for volume requirements.
- e.\_\_\_\_\_ e. Hydrologic and hydraulic analysis §1367.04(i)(2). (Usually Conveyance and volume calculations ).
- f.\_\_\_\_\_ f. An As-Built Elevation Certificate is required.
- \_\_\_\_\_ 26. §906 Erosion and sediment control.
- a.\_\_\_\_\_ a. Plans must be submitted to Lake County Soil & Water Conservation District for approval.
- b.\_\_\_\_\_ b. Abbreviated storm water pollution prevention plan needed for all residential construction if planned construction disturbs less than one acre and greater than 1/10<sup>th</sup> acre. Must be certified by a registered Professional Engineer, registered Landscape Architect, or a certified Erosion and Control Specialist.