



PRINCE GEORGE'S COUNTY GOVERNMENT
Department of Permitting, Inspections and Enforcement
 (301) 883-5710



**SMALL WIRELESS FACILITY WITHIN THE
 RIGHT OF WAY PERMIT
 DESIGN REVIEW CHECKLIST**

This checklist serves as a guide for the consultant in the preparation and for the County the review of CellTowerROWay Design Plans. Any questions regarding items contained herein should be referred to the Prince George's County DPW&T for clarification.

**NOTE: PLANS SUBMITTED WITHOUT A COMPLETED
 CHECKLIST MAY BE RETURNED WITHOUT REVIEW**

Site/Project Name: _____ Date: _____

Consultant: _____ Applicant/Permitte: _____

Phone Number: _____ Phone Number: _____

Email Address: _____ Email Address: _____

Road Name & Lat Long #: _____

Permit No: _____

Consultant: Please complete the checklist below by indicating the following:

C or ✓ = Complete or checked; X = Not Applicable; O = Outstanding, need to address

Please place the appropriate symbol in the CONSULT column. ✓ = Complete or checked; X = Not Applicable; O = Outstanding/need to address

Item #	Design Checklist Item	Reference	CONSULT	DPIE
A	COVER SHEET			
A-1	Title Block: Name of Project, Street Address, Sheet Title, DPWT District, Election District, County, and State.			
A-2	Vicinity Map in upper right hand corner of sheet.			
A-3	Blank space on right hand side of each sheet for DPIE approval stamps, to be applied by DPIE.			
A-4	Permittee/Applicant noted.			
A-5	Sheet Index provided.			
A-6	Permit Table completed.			
B	PLAN VIEW GENERAL			
B-1	Sheet size – No greater than 36" x 24".			
B-2	Title Block: Name of Project, Street Address, Sheet Title, DPWT District, Election District, County, and State.			
B-3	North arrow and datum.			

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B-4	Plans shall be at a scale of 1" = 50' or 1" = 30' and provide a graphic scale bar.			
B-5	Applicant's and Permittee's company name, contact name, contact position, address, phone, fax, and e-mail			
B-6	DPIE Approval stamps – leave a 5" margin border on right side, all sheets (DPIE to apply stamps).			
B-7	<p>Certification – Sealed and dated by a structural, electrical and utility professional engineer. Utility certification must be provided along with a schedule showing dates on which coordination was done to verify existing utilities (first plan sheet).</p> <div style="border: 1px solid black; padding: 10px; margin: 10px 0;"> <p>CERTIFICATION: I HEREBY CERTIFY THAT THE EXISTING AND/OR PROPOSED STRUCTURE, UNDERGROUND UTILITY INFORMATION AND RADIATION CONTOURS SHOWN HEREON HAS BEEN CORRECTLY PREPARED BY A PROFESSIONAL STRUCTURAL, ELECTRICAL AND UTILITY ENGINEER.. FURTHER DUPLICATED FROM UTILITY COMPANY RECORDS, THAT THIS PROJECT HAS BEEN CAREFULLY COORDINATED WITH EACH INVOLVED UTILITY COMPANY, AND ALL AVAILABLE UNDERGROUND UTILITY INFORMATION RELATIVE TO THIS PLAN HAS BEEN SOLICITED FROM THEM.</p> <p>_____</p> <p>ENGINEER'S NAME, P.E. SEAL AND DATE</p> </div>			
B-8	Show existing, proposed and future road names in vicinity of plan.			
B-9	Limits of Department Permit – Clearly show limits of permit by cross hatching all areas outside of the County Maintained Right-of-Ways.			
B-10	All utility drafting symbols per Department of Environmental Resources Standards 1.0 and 1.1. All other drafting symbols per the Maryland State Highway Administration CADD standard symbols.			
B-11	Texts need to be legible. Minimum text size: 0.08 or 0.10 inch tall is recommended			
B-12	Property lines, Right-of-Way lines, Lot numbers and street addresses.			
B-13	Ultimate roadway width – Label the proposed AND ultimate roadway AND right of way width for all existing and proposed public roads.			
B-14	<ul style="list-style-type: none"> Show any other facilities (cables, streamlines, channels, bridges, culverts, fiber optic appurtenances, etc.) 			
B-15	Provide the Latitude and Longitude of each existing and proposed structure within the ROW			
C	SMALL WIRELESS FACILITY PLANS			
C-1	Street names and ROW width noted.			
C-2	Show and label right-of-way lines distinguishing between county roads and non-county roads.			
C-3	Show/label all existing utility lines.			
C-4	Match lines need to be coordinated with current number of sheets.			
C-5	All conduits shall run parallel to roadway with offset distance labeled wherever possible. Conduits are preferred to be near the sidewalk when running in the landscape strip between the curb and sidewalk.			

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C-6	All conduits, pipes and structures shall be a minimum of 5 feet horizontal from all other utilities and 1 foot vertical. For DPW&T appurtenances clearances shall be from outside of pipe, headwalls, structures, and foundations.			
C-7	All conduits, pipes shall be a minimum of 2 feet horizontal from curb and gutter.			
C-8	Verify that no proposed appurtenance lies over or obstructs access to other utilities.			
C-9	Appurtenances, i.e. handholes, valves, test stations, etc. shall be located a minimum of 2 feet behind the curb and gutter in a grassed area whenever possible.			
C-10	Do not install any appurtenances within 25 feet horizontal of a bridge or oversized culvert.			
C-11	Note size and material of conduits and/or pipe.			
C-12	Show/label cable/fiber optic count and type (i.e. aerial, underground) and lengths of installation within the right-of-way underneath the pavement and outside of the pavement.			
C-13	Show/label all proposed appurtenances.			
C-14	Crossings of roadways shall be perpendicular wherever possible .			
C-15	All Street light design shall be in accordance to DPW&T Standards and Specifications, Section I Design Guide. Reference the Tables I-12 to I-15 for the utility company requirements for poles, luminaires, etc. that they will install within their service area. Also refer to this document for spacing and configuration guidelines.			
C-16	Show/label type of existing, proposed, and ultimate pavement and shoulders.			
C-17	Show limits between concrete pavement, asphalt pavement, and brick pavers.			
C-18	Show/label existing, proposed, and ultimate curb and gutter, sidewalk, and bike lanes.			
C-19	Show limit of disturbance.			
C-20	Show limits of pavement restoration per the Utility Policy (Specifications and Standards, Appendix E: Prince George's County Policy and Specification for Utility Installation and Maintenance).			
C-21	Show pavement limits at intersections through all intersection legs up to the fillet points ending perpendicular to the edge of pavement.			
C-22	Show pavement limits in cul-de-sacs as the entire surface area of the cul-de-sac bulb.			
C-23	Note Moratorium Roadways and show limits of pavement restoration per the Utility Policy.			
C-24	Show/note all other restoration within the right-of-way.			
C-25	Show/label existing pavement marking and striping and note restoration needed. All replacement making must be thermoplastic.			
C-26	Show/label speed humps or traffic calming devices and note restoration needed.			
C-27	Show/label traffic signal devices and appurtenances and note restoration needed.			
C-28	Provide chart on plans indicating restoration quantities by type in square feet.			
C-29	Show existing trees and disposition as appropriate.			
C-30	Provide details of appurtenances ensuring that all are flush mounted only.			
C-31	Add note as appropriate or provide detailed plans- Cathodic protection is not proposed herewith and is not permitted without additional review/approval.			

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C-32	For any electrical cables placed add the following note - Wires are to be bundled wherever possible and marked for location purposes.			
C-33	Profile to show existing, proposed, and ultimate pavement elevations.			
C-34	Profile to show all existing and proposed utilities with clearances measured from outside of pipes, structures, and foundations.			
C-35	Provide maintenance of traffic details or plans as per Traffic Control Checklist.			
C-36	Provide construction schedule.			
C-37	Multitple Location Permits must be divided per DPIE Inspection Districts and cannot exceed 40 plan view sheets.			
C-38	Show Antenna radiation contours and RF figures for each proposed and exsting structure.			
C-39	Provide location of proposed and existing street lighting structures, fixtures and arm length.			
C-40	Proposed Street Light Photometrics shall meet the minimum requirements of ANSI/IESNA RP-8-00.			
C-41	Show street light poles, conduits, handboxes, junction boxes, Cables, etc.			
C-42	Provide dimensions of all proposed equipment on structures .			
C-43	Provide dimensions of structures to roadway.			
C-44	Provide structural foundation details.			
C-45	Provide vertical dimensions of street light arm			
C-46	Provide catalog cuts and shop drawings for all proposed equipment			
C-47	When applicable provide signing and pavement marking plans in accordance to the latest edition of the MUTCD if roadway is impacted due to roadway cuts. All impacted signing and pavement marking must be replaced in kind.			
C-48	Milling and overlay of impacted roadway is in accordance to the latest editiong of the Utility Policy and the DPW&T Standards and Specifications.			
C-49	All roadway cuts (vertical and horizonatal) are in accordance with the latest editiong of the Utility Policy and the DPW&T Standards and Specifications.			
C-50	Provide approval to place and install Small Wireless Facility outside the right-of-way.			