PRINCE GEORGE'S COUNTY GOVERNMENT

Department of Permitting, Inspections and Enforcement
(301) 883-5710

SITE DEVELOPMENT CONCEPT PLAN DESIGN REVIEW CHECKLIST

This checklist serves as a guide for the consultant in the preparation and for the County the review of the Site Development Concept Plan in preparation for County acceptance. Any questions regarding items contained herein should be referred to the Prince George's County DPIE for clarification. Applicable page number or section in the Stormwater Design Manual, County Code, PGSCD Manual, or MDE Design Manual are included for reference.

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

Site/Project Name: _____ Date: _____

Consultant: _____ Applicant: _____

Phone Number: _____ Phone Number: _____

Email Address: _____ Email Address: _____

Site Development Concept Plan 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.

Item #	Design Checklist Item	Reference	CONSULT	DPIE
A	**GENERAL INFORMATION**			
A-1	Plan labeled as Site Development Concept Plan (aka Concept Plan from MDE step 1)			
A-2	Plan sheet size shall not exceed 30" x 42" and all sheets must be printed on same size paper.			
A-3	If more than 4 sheets, provide composite sheet at a scale not to exceed 1'=200 feet unless approved otherwise.			
A-4	Vicinity map showing the location of the site in relation to major and adjacent roadways at a minimum scale of 1"=2,000 feet. The vicinity map should include a north arrow and scale and shall be located in the upper right hand corner of sheet.			
A-5	Bar scale in lower right hand corner of sheet.			
A-6	General notes about project.			
A-7	The boundary of the site at a maximum plan scale of 1'=50 feet. Plan scale to match NRI and Preliminary Plan for scale and limits.			

Item #	Design Checklist Item	Reference	CONSULT	DPIE
A-8	All existing structures and site features including cultural features, historic sites and easements, and any visible foundations or ruins.	MNCPPC		
A-9	Topographic contours at 1"=2 feet vertical extending at least 100 feet beyond the limits of the property. MNCP&PC 2 foot topography is acceptable. A supplemental Drainage Area map may also be used if required to substantiate offsite drainage divides..	32.182		
A-10	All existing utilities and utility easements shown.			
A-11	Summary table of stormwater management BMP facilities with drainage areas, device number and type, required and provided water quality volumes, and facility size per County format in manual or similar on cover sheet.			
B	**ENVIRONMENTAL FEATURES**			
B-1	Banks of all regulated streams or a centerline if the banks are too close together to graphically show.	MDE 5.7		
B-2	Location of stream and stream buffers and/or enhanced buffers per MNCPPC criteria.	MDE 5.7		
B-3	Location of wetlands and/or wetlands of special state concern and appropriate wetland buffers.	MDE 5.7		
B-4	Delineation of the 100-year floodplain and floodplain buffer.	MDE 5.7		
B-5	Location of steep slopes (15% and greater) clearly shown on the plan and in the legend.	MNCPPC		
B-6	Location of the Primary Management Area.	MDE 5.7		
B-7	Existing woodland on the property and extending off the property 100 feet in all directions.	MDE 5.7		
B-8	Highly erodible soils noted.	MDE 5.7		
B-9	Existing environmental features shall be extended off the property 100 feet in all directions.	MNCPPC		
B-10	Springs and Seep noted.	MDE 5.7		
B-11	Bedrock and Marlboro Clay outcrops noted.	MDE 5.7		
B-12	Chesapeake Bay Critical Areas delineated.	MDE 5.7		
B-13	Soils types and soil boundaries from USDA NRCS Soil Survey, Prince George's County, Maryland-December 2009 or latest revision. The Soil Survey website is located at: http://websoilsurvey.nrcs.usda.gov/app/HomePage.htm	PGSCD		
B-14	Identify if the project is in a watershed with TMDL for sediment, nitrogen, or phosphorus. Also note if a project is located or discharges into Tier II water watershed. See MDE websites below for TMDL locations and Tier II waters. http://www.mde.state.md.us/programs/Water/TMDL/Integrated303dReports/Pages/SedimentAssessmentMap.aspx http://www.mde.state.md.us/programs/Water/TMDL/Integrated303dReports/Pages/NutrientsAssessmentMap.aspx http://www.mde.state.md.us/programs/Water/TMDL/Water%20Quality%20Standards/Pages/HighQualityWatersMap.aspx			

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C	**Plan View**			
C-1	Project layout including roads, buildings, parking, sidewalk and other improvements and associated grading.	32.182		
C-2	Preliminary location of ESD and structural stormwater practices. Provide grading for devices when slopes are steeper than the 15% within the proposed device limits.	32.182		
C-3	Approximate clearing limits shown for site work, water, sewer or storm drain facilities shown in steep slopes or tree protection areas.	32.182		
C-4	Proper clearance shown from stream banks for outfalls in stream valleys per MDE requirements. Currently 25 feet from top of bank to edge of disturbance.			
C-5	Existing easements shown and all proposed easements offsite.			
C-6	Locations, names, and widths/dimensions of existing and ultimate rights-of-way of adjacent streets and alleys.			
C-7	Existing and proposed water well and septic field locations.			
C-8	Proposed public dedication area including any proposed parkland.			
C-9	Drainage Areas and divides shown on plan to each of the devices or table if the number of devices would make it impractical to show drainage divides. Offsite drainage areas to site. Existing drainage divides and area for outfall locations.			
C-10	Preliminary estimates of ESD required and provided volumes in tabular format on plan and in report with per Item A-11. County matrix for determination of acceptable practices should be used as guidance.	32.182		
D	**REPORT**			
D-1	Natural resource protection and enhancement. Include how natural flow pattersn were maintained.	MDE 5.11		
D-2	How erosion and sediment controls will be integrated into the stormwater strategy be accomplished.	MDE 5.11		
D-3	Implementation of ESD planning techniques and practices to the MEP. Include discussion on how impervious areas were reduced through better site design, use of alternative surfaces, and non-structural devices.	32.182		
D-4	ESD/SWM computations including estimated runoff rates and required and provided storage volumes.			
D-5	Discussion on how the Chesapeake Bay Critical Area requirements are met. Include preliminary computations.			
D-6	Photograph of stream at downstream and upstream property line. Also include eroded slopes or other critical areas of stream erosion.			
D-7	Discharges to Chesapeake Bay, to impaired waters or to waters with an established Total Maximum Daily Load (TMDL). _____ A. Protection measures for discharges _____ B. Time limits of discharges			
D-8	Evaluation and designation of stabilization requirements.			
E	**OTHER SUBMITTALS**			
E-1	Soils Report for infiltration per DPIE standards.			
E-2	Soils report for marlboro clay per DPIE standards.			

Item #	Design Checklist Item	Reference	CONSULT	DPIE
E-3	Affidavit of Public Informational mailing (Submit with second review). Mailings to be coordinated with MNCP&PC mailings, if applicable or within 0 to 7 days of submittal.			
E-4	Approved Natural Resource Inventory required prior to site.			
E-5	Geotechnical Testing required if. **A.** Site for residential development may contain soils prone to movement and failure. These include the christiana soil series, marlboro clay formations, sandy and clayey land, silty and clayey land, and some of the Howell and Keyport soils. **B.** Presence of sulfidic soils (cat clays) on site. **C.** A field investigation shows visual signs of slope failure or potential slope	32.182		
E-6	The geotech report shall provide sufficient soil borings for the size of the site and to adequately address slope stability concerns. A. All borings shall be numbered and shown on a topographical site plan. B. Provide existing elevation at soil boring. C. When soil borings are required they shall penetrate into and below the unstable material. D. All soil borings shall have a description in accordance with the unified soil classification system. E. Include all geologic information. F. Note the presence of all slicken sided joints. G. Note the location and time of encountering ground water. H. Recommendations of geotechnical engineer to address stability or other areas of concern.			