



# ALLEGANY COUNTY, MARYLAND

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## SITE DEVELOPMENT PLAN CHECKLIST

The following checklist was developed by Allegany County to assist with the preparation of a **(Phase II) Site Development Plan** to be submitted for review. This checklist must be completed and included with the Site Development Plan submittal. Utilizing this checklist will support completeness and uniformity in Site Development Plan preparation, which will expedite the plan review and permit issuance process. Not all items on this checklist will be applicable for each and every project, in which case the "N/A" box should be checked. **Items which are checked "No" should include a written response explaining the reason for the deviation from requirements. Items which are checked "Yes" should include a reference sheet or page number where the information may be found.**

Date:			County Plan #:	
Development/Project Name:				
Development/Project Location:				
Owner/Developer:			Phone #:	
Consultant:			Phone #:	
Yes	No	N/A	<b>GENERAL INFORMATION</b>	<b>REF PAGE / SHEET NO.</b>
			This Checklist completed and included with submittal	
			Minimum seven (7) copies Plans and three (3) copies Report enclosed	
			Lot of record or subdivision plat prepared/approved	
			All information provided in Concept Plan submittal	
			Point by point responses to Concept Plan review comments	
			Seal of licensed design professional	
			Maryland professional certification	
Yes	No	N/A	<b>GEOTECHNICAL DATA AND ANALYSIS</b>	<b>REF PAGE / SHEET NO.</b>
			Geotechnical constraints/issues identified	
			Geotechnical Report	
Yes	No	N/A	<b>SITE DEVELOPMENT PLAN</b>	<b>REF PAGE / SHEET NO.</b>
			Certification: Field Verification of Map by Project Engineer	
			Final site layout w/ acreage of impervious area	
			Proposed contours/spot elevations	
			Address commercial entrance requirements	
			Show traffic ingress/egress/circulation patterns	
			Refuse container site	
Yes	No	N/A	<b>ROAD CRITERIA</b>	<b>REF PAGE / SHEET NO.</b>
			Road or street classification	
			Design vehicle	
			Design speed	

		Traffic Study: ADT, directional distribution, traffic composition, existing geometrics, projected traffic, capacity, LOS, intersection analysis, access control, traffic flow relationship, traffic devices inventory	
		Pedestrian accessibility and use	
		Bicycle accessibility and use	
		Walkway capacities	
		Handicapped pedestrian (walking, vision and mental impairment)	
		Environmental assessment	
		Design elements (see Subdivision ordinance §141-25)	
		Road section specifications	
		Sight distance (horizontal and vertical alignment)	
		Stopping sight distance (horizontal and vertical alignment)	
		Passing sight distance (horizontal and vertical alignment)	
		Effect of grades on horizontal and vertical alignment	
		Max. allowed gradient 10% except 500-ft. segments w/ <15° curve 12%	
		Horizontal alignment, i.e. geometry	
		Maximum and minimum superelevation	
		Maximum degree of curve	
		Minimum radius	
		Curvature of intersections	
		Curvature of road/street (must comply with AASHTO standards for local roads 30 mph design speed and 0.08 max. superelevation rate)	
		Road/street width (see Subdivision Ordinance §141-25)	
		Shoulder width (see Subdivision Ordinance §141-25)	
		Vertical alignment, i.e. geometry, terrain, grade length, min. overhead clearance 18 ft.	
		Drainage	
		Culverts running parallel to roadways or located on private property minimum 12" diameter	
		Culverts crossing under roadways minimum 15" diameter	
		Erosion control and landscaping	
		Safety features	
		Lighting	
		Utilities outside of pavement and w/in 20' of R/W line	
		Traffic control devices, e.g., information, regulatory, warning signs, pavement markings, signals	
		Profile of road centerline(s) with grades (1"=100' or larger horizontal and 1"=10' or larger vertical)	
		Cross sections for all roads (1"=5' or larger)	
		Pavement, cross slope	
		Lane width	
		Shoulder width, cross slope	
		Horizontal clearance, i.e. roadside fixed objects	
		Closed road section, i.e. curbs, curb placement	
		Walkway width, cross slope	
		Drainage structures, e.g. inlets, junction boxes, endwalls, etc.	
		Drainage channels and side slopes	
		Traffic barriers	
		Roadside control, i.e. utility placement, driveways, mailboxes, nearby driveways/entrances	
		On-street parking	

			Bicycle facilities (designated vs. shared lanes)	
			Operation and maintenance considerations, i.e. drainage, snow/ice control, etc.	
			Crossings and access	
			Street or drainageway overcrossings (contact ACDPW)	
			Curb cut crossings/wheelchair accessibility	
			Driveways (90° angle; ≤ 5% for 30 ft. beyond shoulder; ≥200 ft. from arterials or major collectors)	
			Intersections (contact – ACDPW)	
			Cul-de-sacs and turning areas (see Subdivision Ordinance §141-25)	
			Railroad grade crossings (contact – ACDPW)	
			Traffic control devices (including signs and line striping)	
			Parking Lots	
			Capacity/zoning requirements	
			Geometric configuration i.e., 45, 60, 75 and/or 90 degree parking	
			Aisle and stall dimensions	
			Operation and maintenance considerations i.e., cleaning, snow removal	
			Pedestrian walkways and safety	
			Layout and circulation	
			Ingress/egress locations/dimensions (accel/decel lanes if applicable)	
			Landscaping and security	
			Lighting	
			Handicapped spaces	
			Pavement markings and traffic control devices	
			Drainage	
			Surface type	
			Cross sections	
<b>Yes</b>	<b>No</b>	<b>N/A</b>	<b>STORMWATER MANAGEMENT (SWM) PLAN</b>	<b>REF PAGE / SHEET NO.</b>
			Proposed drainage areas to all points of discharge from the site	
			Identification, location and size of ESD practices (nonstructural, alternative surfaces and micro-scale)	
			ESD practice details and specifications	
			All proposed ESD practices meet all conditions/constraints from Manual Ch. 5	
			Consider maintenance access for all ESD practices	
			Construction Inspection Schedule	
<b>Yes</b>	<b>No</b>	<b>N/A</b>	<b>PRELIMINARY SEDIMENT &amp; EROSION CONTROL (SEC) PLAN</b>	<b>REF PAGE / SHEET NO.</b>
			Limits of disturbance	
			Sensitive areas/buffers/forests/infiltration areas to be protected / preserved	
			Note on plans indicating protected areas to be marked in field	
			Preliminary sequence of construction (include "contact Angie Patterson @ 301-876-9509 for a pre-construction meeting")	
			Proposed SEC practices	
			Proposed stabilization techniques	
			<b>Overlay of SEC and SWM</b>	
<b>Yes</b>	<b>No</b>	<b>N/A</b>	<b>SITE DEVELOPMENT REPORT</b>	<b>REF PAGE / SHEET NO.</b>
			Narrative to support the design and demonstrate ESD to the MEP	
			References for design criteria and/or design standards	
			Drainage map showing the following items for pre- and post-development	

		On-site and off-site drainage area boundaries	
		Flow paths for time of concentration calculations	
		Land use with corresponding acreage	
		HSG boundaries	
		Hydrology analysis for runoff rates, storage volumes and discharge velocities	
		Runoff curve numbers (RCN) for pre- and post-development	
		Time of concentration for pre- and post-development	
		Runoff and peak discharge for pre- and post-development	
		ESD Target Calculations	
		Determination of Target Rainfall ( $P_E$ )	
		Calculate Runoff Depth ( $Q_E$ )	
		Calculation ESD Volume ( $ESD_V$ )	
		Sizing calculations for all proposed ESD practices	
		Address feasibility criteria/conditions/limitations of all proposed ESD practices	
		If underdrain proposed, compute Recharge Volume (Rev) and set underdrain above Rev	
		<b>If Target Rainfall (<math>P_E</math>) cannot be met:</b>	
		Address feasibility of all options in Ch. 5 of Manual	
		Determine Reduced Runoff Curve Number (*RCN)	
		Compute Channel Protection Volume (CPv) using *RCN	
		Compute Overbank Flood Protection Volume ( $Q_P$ ) for 10-year storm (if applicable)	
		Compute Extreme Flood Volume ( $Q_f$ ) for 100-year storm (if applicable)	
		Discuss feasibility of meeting CPv, $Q_P$ and $Q_f$ requirements using Chapter 3 BMP's	
		Discharge calculations demonstrating stable conveyance of runoff off site	
		Acknowledge NPDES application being made to MDE (disturbance >1 ac)	