



## CONSTRUCTION DRAWINGS APPLICATION CHECKLIST

This Checklist is intended to provide the information and data needed to constitute a complete application. Construction Drawing approval requires a review by staff. For assistance, please contact Karen Gallaher at 512-398-7399 or [city@uhlandtx.us](mailto:city@uhlandtx.us).

### Application and Sub-Application Types:

Application Type	Sub-Application Type
<input type="checkbox"/> Subdivision Improvements	<input type="checkbox"/> Construction Drawings (Public Infrastructure)
	<input type="checkbox"/> Construction Drawings Revision
<input type="checkbox"/> Site Development Plan	<input type="checkbox"/> Site Development Plan (Private Improvements)
	<input type="checkbox"/> Site Development Plan Revision

### Submittal Requirements:

**New applications are only accepted on the 4<sup>th</sup> Friday of the month.**

A full hard and electronic copy of the application must be submitted to the City of Umland by 3 pm.

An application will not be deemed complete without application fees paid at the time of submittal.

All plan sheets shall have a north arrow, a standard engineering scale, a legend and the property boundary, as applicable.

Construction Drawing Checklist		
Item	Plat Type	
Below is the information that is required to be included or shown on the various plat types. An "X" in the column at the right indicates that item is required for that particular plat type.	Subdivision Improvements/PIP	Site Development Plan
Plan sheets shall be in a 24" x 36" format, oriented landscape.	X	X
A. Cover Sheet		
Title: Project Name, Street Address	X	X
City's project number (locate at bottom right corner of each sheet) <i>The City will issue the Project Number with the first review comments</i>	X	X
Title Block: Project name, street address, drawing scale, original date; revision dates	X	X
Project Information:		
<i>Owner's Name</i>	X	X
<i>Applicant's or Agent's name (if applicable)</i>	X	X



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<i>Surveyor's company name, firm number and contact information</i>	X	X
<i>Engineer's company name, firm number and contact information</i>	X	X
<i>Proposed Use</i>	X	X
<i>Zoning District</i>	X	X
<i>Acreage of Total Site</i>	X	X
<i>Total number of blocks</i>	X	
<i>Total number of lots with breakdown of type</i>	X	
<i>Sheet Index with Sheet Names and Page Numbers</i>	X	X
<i>Applicable notes per the adopted City of Umland Ordinances</i>	X	X
<i>Location Map to scale with cross streets for identification and north arrow</i>	X	X
<i>Legal Description of the property including record information</i>	X	X
<i>List of Variances and approval date by City Council (if applicable)</i>	X	X
<i>B. General Notes Sheet</i>		
Applicable General Construction Notes	X	X
Street Sections per Geotechnical Report	X	
Street construction requirements per Geotechnical Report	X	
Sequence of Construction	X	X
Stormwater Pollution Prevention Plan General Notes	X	X
Revegetation Notes	X	X
Traffic Control Notes	X	X
Additional Notes as applicable	X	X
<i>C. Existing Conditions Sheet</i>		
Existing topography, no greater than 2 foot intervals. Source provided.	X	X
All existing improvements	X	X
Tree Survey of all hard woods over 8 inches	X	X
<i>D. Erosion and Sedimentation Control Plan</i>	X	X
Existing topography, no greater than 2 foot intervals. Source provided.	X	X



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All applicable SWPPP elements per City of Austin Details.	X	X
Stage and Storage Area	X	X
Concrete Washout Area	X	X
Construction Entrance	X	X
Limits of Construction outlined	X	X
E. Drainage Sheets (Atlas-14 Required)		
Existing drainage calculations including the following:	X	X
Time of Concentration path and calculations	X	X
Storm run-off values for the 2, 10, 25 and 100 year storm.		X
Point of Analysis summary table at all Site discharge points	X	X
Existing topography, no greater than 2 foot intervals. Source provided.	X	X
Depiction of the 100-year floodplain, if applicable.	X	X
Proposed drainage calculations including the following:	X	X
Time of Concentration path and calculations	X	
Storm run-off values for the 2, 10, 25 and 100 year storm.	X	X
Point of Analysis summary table at all Site discharge points	X	X
Existing topography, no greater than 2 foot intervals. Source provided.	X	X
Proposed topography, no greater than 1 foot intervals.	X	X
Detention Pond Design and summary table.	X	X
Storm Culvert Plan and Profiles (Public Improvements only)	X	
Channel Plan and Profiles (Public Improvements only)	X	
F. Site Plan Sheets		
Proposed Building Location with dimensions and height		X
Impervious Cover Table		X
Parking Summary		X
ADA Infrastructure		X



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G. Miscellaneous Items		
Grading Plan	X	X
Proposed Paving Sections	X	X
Street Plan and Profiles with ADA Ramp locations	X	
Applicable Detail Sheets	X	X
Signage Plan	X	
Lighting Plan	X	X
Landscape Plan		X