



proud past, promising future

CLARK COUNTY
WASHINGTON

PRE-SUBMITTAL CHECKLIST

Clark County provides this checklist to assist applicants in preparing a complete engineering plan submittal. Complete, well presented construction plans improve the engineering review and construction process for the applicant and county staff.

PROJECT NAME:

PLD/PSR#:

SHEETS INCLUDED IN SUBMITTAL:

○ GENERAL REQUIREMENTS

- | INCLUDED | N/A | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | SHEET SIZE (22-24") X (34-36") |
| <input type="checkbox"/> | <input type="checkbox"/> | NORTH ARROWS ON PLAN VIEWS |
| <input type="checkbox"/> | <input type="checkbox"/> | MINIMUM TEXT SIZE GREATER THAN OR EQUAL TO .08 INCHES |
| <input type="checkbox"/> | <input type="checkbox"/> | STANDARDIZED SCALE (Bar Scale and Original's Scale) |
| <input type="checkbox"/> | <input type="checkbox"/> | DISTANCES IN DECIMAL TO HUNDRETHS |
| <input type="checkbox"/> | <input type="checkbox"/> | STAMPED BY ENGINEER RESPONSIBLE FOR PLAN PREPARATION |

IF N/A, REASON: _____

○ COVER SHEET

- | INCLUDED | N/A | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | STANDARD CLARK COUNTY SIGNATURE BLOCK |
| <input type="checkbox"/> | <input type="checkbox"/> | WATER, SEWER AND FIRE DISTRICT SIGNATURE BLOCK |
| <input type="checkbox"/> | <input type="checkbox"/> | LEGEND |
| <input type="checkbox"/> | <input type="checkbox"/> | VICINITY MAP |
| <input type="checkbox"/> | <input type="checkbox"/> | SHEET INDEX |
| <input type="checkbox"/> | <input type="checkbox"/> | LOCATION BY ¼ SECTION, SECTION, TOWNSHIP, RANGE, W.M. |
| <input type="checkbox"/> | <input type="checkbox"/> | VERTICAL DATUM AND BENCHMARKS USED FOR PROJECT |

IF N/A, REASON: _____

○ EXISTING CONDITIONS

- | INCLUDED | N/A | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | EXISTING POWER POLE, PEDESTALS AND OTHER UTILITIES |
| <input type="checkbox"/> | <input type="checkbox"/> | ANY KNOWN BURIED TANKS, BUILDINGS, DRIVEWAYS, WATER WELLS, SEPTIC SYSTEMS |
| <input type="checkbox"/> | <input type="checkbox"/> | PUBLIC UTILITY EASEMENTS |
| <input type="checkbox"/> | <input type="checkbox"/> | SIDEWALK, WALKWAYS, AND TRAILS |
| <input type="checkbox"/> | <input type="checkbox"/> | TOPOGRAPHY |

IF N/A, REASON: _____

○ **EROSION CONTROL**

- | INCLUDED | N/A | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | MINIMUM ECN-1 AND 2 NOTES AND DETAILS |
| <input type="checkbox"/> | <input type="checkbox"/> | CONSTRUCTION ENTRANCE LOCATION AND DETAIL |
| <input type="checkbox"/> | <input type="checkbox"/> | WETLANDS AND HABITAT BOUNDARIES INCLUDING BUFFERS IF PRESENT |
| <input type="checkbox"/> | <input type="checkbox"/> | ELEVATIONS AND CONTOURS |
| <input type="checkbox"/> | <input type="checkbox"/> | SILT FENCE, TOE FILLS, ON-SITE BASIN PROTECTION, PROTECTION OF BIO-SWALES AND PONDS |

IF N/A, REASON: _____

○ **GRADING**

- | INCLUDED | N/A | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | WETLANDS AND HABITAT BOUNDARIES INCLUDING BUFFERS IF PRESENT |
| <input type="checkbox"/> | <input type="checkbox"/> | EXISTING AND PROPOSED ELEVATIONS AND/OR CONTOURS |
| <input type="checkbox"/> | <input type="checkbox"/> | SEPARATE SHEET - TYPICAL LOT GRADING, WITH FLOW ARROWS OR SHOW GRADING FOR WHOLE SITE |
| <input type="checkbox"/> | <input type="checkbox"/> | ADDRESS LOW POINT/CRAWL SPACE DRAINAGE FOR EACH LOT |

IF N/A, REASON: _____

○ **STORM SYSTEM**

- | INCLUDED | N/A | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | CONVEYANCE SYSTEM IN PLAN OR PROFILE SHOWING LENGTHS, SLOPES, AND SIZES OF PIPE |
| <input type="checkbox"/> | <input type="checkbox"/> | ALL STRUCTURES UNIQUELY IDENTIFIED SHOWING RIM AND INVERT ELEVATIONS |
| <input type="checkbox"/> | <input type="checkbox"/> | WATER QUALITY SYSTEMS WITH SUPPORTING DETAILS |
| <input type="checkbox"/> | <input type="checkbox"/> | WATER QUANTITY CONTROL SYSTEMS WITH SUPPORTING DETAILS |
| <input type="checkbox"/> | <input type="checkbox"/> | TECHNICAL INFORMATION REPORT CONFORMING TO REQUIREMENTS DETAILED IN CCC 40.38.060 (D) 4 |
| <input type="checkbox"/> | <input type="checkbox"/> | ABBREVIATED REPORT OR OTHER PERTINENT DATA IF T.I.R. IS NOT REQUIRED |
| <input type="checkbox"/> | <input type="checkbox"/> | EASEMENTS, TRACTS, OR OTHER PRIVATE/PUBLIC FACILITIES CLEARLY DESIGNATED |

IF N/A, REASON: _____

○ **STREET PLAN AND PROFILE**

- | INCLUDED | N/A | |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | VERIFY ROAD MODS, IF APPLICABLE |
| <input type="checkbox"/> | <input type="checkbox"/> | ROAD PROFILES AND STREET SECTIONS |
| <input type="checkbox"/> | <input type="checkbox"/> | HORIZONTAL TO VERTICAL ENGINEERING SCALE RATIO OF 10:1 FOR ROAD PROFILES (OR RATIO PREFERRED TO BETTER ILLUSTRATE) |
| <input type="checkbox"/> | <input type="checkbox"/> | STREET RIGHT-OF-WAY AND CENTERLINE DIMENSIONS |
| <input type="checkbox"/> | <input type="checkbox"/> | STREET NAMES |
| <input type="checkbox"/> | <input type="checkbox"/> | IDENTIFICATION OF AREAS TO BE DEDICATED |
| <input type="checkbox"/> | <input type="checkbox"/> | ROAD PROFILES CONSISTENT WITH THE OPTIONS PROVIDED IN CODE |
| <input type="checkbox"/> | <input type="checkbox"/> | STATIONING INCREASES FROM LEFT TO RIGHT |
| <input type="checkbox"/> | <input type="checkbox"/> | DELTA TABLE w/ELEVATIONS |

IF N/A, REASON: _____

○ **SEWER AND WATER**

- | INCLUDED | N/A | |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | CLARK REGIONAL WASTEWATER DISTRICT OR VANCOUVER SEWER DISTRICT |
| <input type="checkbox"/> | <input type="checkbox"/> | CLARK PUBLIC UTILITY DISTRICT OR CITY OF VANCOUVER |

IF N/A, REASON: _____

○ **STANDARD DETAIL SHEETS**

- | | |
|--------------------------|--------------------------|
| INCLUDED | N/A |
| <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> |

IF ALTERATIONS MADE TO STANDARD DETAIL, CHANGES MUST BE BUBBLED
 MAXIMUM NUMBER OF STANDARD DETAILS PER SHEET - 8
 STANDARD NOTES SHEET (UNDERGROUND, EROSION CONTROL, DRAINAGE, STANDARD PLAN)

IF N/A, REASON: _____

○ **SIGNING AND/OR STRIPING,**

- | | |
|--------------------------|--------------------------|
| INCLUDED | N/A |
| <input type="checkbox"/> | <input type="checkbox"/> |

SIGNING/STRIPING PLAN

- | | |
|--------------------------|--------------------------|
| YES | NO |
| <input type="checkbox"/> | <input type="checkbox"/> |

ADDITIONAL SIGNING/STRIPING PLAN WILL BE SUBMITTED TO PUBLIC WORKS TRANSPORTATION

○ **WETLAND AND/OR HABITAT, IF APPLICABLE**

- | | |
|--------------------------|--------------------------|
| INCLUDED | N/A |
| <input type="checkbox"/> | <input type="checkbox"/> |

○ **LANDSCAPING, IF APPLICABLE**

- | | |
|--------------------------|--------------------------|
| INCLUDED | N/A |
| <input type="checkbox"/> | <input type="checkbox"/> |

○ **SITE PLAN, FINAL PLAT IF APPLICABLE**

- | | |
|--------------------------|--------------------------|
| INCLUDED | N/A |
| <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> |

BUILDING FOOTPRINTS AND SQUARE FOOTAGE
 OPEN SPACE DELINEATIONS
 PARKING AND LOADING AREAS
 GATES AND FENCING
 EXTERNAL/INTERNAL TRAFFIC, PEDESTRIAN, BICYCLE CIRCULATION SYSTEM
 WATER AND WASTEWATER DISPOSAL PLAN
 LIGHTING PLAN

IF N/A, REASON: _____

○ **GENERAL CONSTRUCTION NOTES**

- | | |
|--------------------------|--------------------------|
| INCLUDED | N/A |
| <input type="checkbox"/> | <input type="checkbox"/> |

○ **LAND USE CONDITIONS OF APPROVAL**

- | | |
|--------------------------|--------------------------|
| INCLUDED | N/A |
| <input type="checkbox"/> | <input type="checkbox"/> |

COPY OF SIGNED STAFF REPORT OR HEARING EXAMINER'S DECISION WITH NOTATIONS OF HOW EACH CONDITION OF APPROVAL HAS BEEN ADDRESSED AND COMPLIED WITH

○ **CONTACT INFORMATION**

IF THE REVIEWER ENCOUNTERS AN ISSUE OR PROBLEM THAT REQUIRES A SOLUTION BEFORE THE REVIEW CAN CONTINUE, THE PROJECT WILL BE PLACED ON HOLD. NOTIFICATION WILL BE PROVIDED TO THE APPLICANT WITH AN EXPLANATION OF THE ISSUE(S) AND A MEETING MAY BE REQUESTED.

PLEASE INDICATE PRIMARY AND SECONDARY CONTACT INFORMATION, AND PREFERRED CONTACT METHOD:

PRIMARY: _____ PHONE EMAIL LETTER: _____

SECONDARY: _____ PHONE EMAIL LETTER: _____

All items required for a complete review of construction plans are not on this list. It is the responsibility of the engineer to provide plans that will satisfy all conditions of land use approval and all code requirements.

I acknowledge that this submittal of construction engineering plans and associated documents contains information necessary for a review by Clark County engineering staff. I understand that any missing items might disrupt the review process.

Submitting Engineer

Date