

City of St. Marys Plan Review Submittal Checklist

The plan review process will not be completed until all of the required items noted below are submitted to and approved by the City of St. Marys.

Only City signed and approved plans will be utilized.

Project Name: _____

Date Submitted: _____

Owner/Developer: _____ **Telephone #** _____

Engineer: _____ **Telephone #** _____

Architect: _____ **Telephone #** _____

<u>Required</u>	<u>Exempt</u>	
1. _____	_____	Approved Preliminary Plat (1 copy)
2. _____	_____	Site Plans (4 copies)
3. _____	_____	Complete Construction Plans Subdivision (4 copies) Commercial (2 copies) Residential (2 copies)
4. _____	_____	Project Specifications (1 copy for each construction plan copy)
5. _____	_____	Storm drain sizing calculations (1 copy)
6. _____	_____	USACE Wetland Disturbance Permit (1 copy)
7. _____	_____	EPD NPDES Permit (1 copy)
8. _____	_____	Coastal District DNR Marsh Buffer Delineation less than 12 months old (1 copy).
9. _____	_____	Water System Analysis demonstrating domestic and fire flow requirements (1 copy).
10. _____	_____	Hydrologic Report (1 copy)
11. _____	_____	Lift Station Design/Capacity Report (1 copy)
12. _____	_____	Bond Requirements a. Construction Cost Estimate for site improvements (1 copy) b. Change orders require new or updated bonding if current bond does not cover changes
13. _____	_____	EPD Sewer Extension form (1 copy).
14. _____	_____	Signed approved copies.
15. _____	_____	Digital submission of final approved plans.

Public WorksSMFD

BuildingPlanning

Date _____