



Construction Document Requirement Checklist

The Construction Documents for Site Plans and Subdivision Plans shall be submitted in accordance with the specifications of this Section except where specifically noted. Construction Documents shall constitute the final submittal requirements for Site Plans and Major Subdivision Plans required prior to construction.

Construction Drawings shall be drawn to the following specifications and shall contain or be accompanied by the applicable information listed below. All plans shall be submitted at a scale not less than 1 inch = 50 feet unless otherwise authorized by the Administrator. All streets, utilities, and stormwater, and other infrastructure systems shall be designed and constructed in accordance with the adopted Standard Specifications and Details of the Town of Wendell, and/or other authorized entities (i.e. CORPUD, NCDOT).

No processing or review of Construction Documents will proceed without all of the information required for Sketch Plan and Master Plan review in addition to the following information:

- The proposed names of the development and streets, the owner's name and address, signature of the owner or owner's duly authorized agent, the surveyor's and/or engineer's name, signature, and seal.
- Site calculations including total acreage of tract, acreage in parks and other non-residential uses, total number and acreage of parcels, the total number of housing units, area of all mixed-use and non-residential buildings, gross project density per acre, linear feet of streets, and the accurate locations and descriptions of all monuments, markers, and control points.
- Existing topography and finish grading with contours drawn at 2-foot intervals. This requirement may be waived for developments smaller than 1 acre or where insufficient topographic changes warrant such information.
- Proposed lot lines, lot and block numbers, and exact dimensions.
- The future ownership (dedication or reservation for public use to a governmental body; for owners to duly constituted home owners' association; for tenant's remaining in subdivider's ownership of recreational open space lands).
- The location of proposed buildings, parking and loading areas, streets, alleys, lots, reservations (i.e. school sites), property lines and building setback lines with street dimensions, lot dimensions, and the location of any building restriction areas (i.e. flood hazard areas, watershed protection districts, and/or jurisdictional wetlands).
- The location and dimensions of all off-street parking and loading spaces, and walkways indicating the type of surfacing, size, angle of stalls, and width of aisles.

- ❑ The location and dimensions of proposed open space, and required amenities and improvements including the calculated area of all required open space dedications in accordance with Chapter 7.
- ❑ The location and dimensions of any sidewalks, curb and gutters to be installed along public street frontages, and other required street improvements designated in Chapter 9 of this Ordinance. Required right-of-way shall be drawn in the location shown on any official plan at the width specified in this Ordinance.
- ❑ Typical cross sections of proposed streets showing rights-of-way, pavement widths, grades, and design engineering data for all corners and curves. Where a proposed street is an extension of an existing street the profile of the street shall include 300 feet of the existing roadway, with a cross section of the existing street. Where a proposed street within the subdivision abuts a tract of land that adjoins the subdivision and where said street may be expected to extend into said adjoining tract of land, the profile shall be extended to include 300 feet of the said adjoining tract.
- ❑ The location of any existing or proposed demolition landfills in the site. Such sites shall not be used for building.
- ❑ The plans for utility layouts, including sanitary sewers, storm drains, and water lines, illustrating connections to existing systems.
- ❑ Utility Layout Plan showing connections to existing systems, line sizes, material of lines, location of fire hydrants, blow offs, valves, manholes, catch basins, force mains, etc. for the following types of utility lines: sanitary sewer; water distribution; storm sewer.
- ❑ The location and size of all utility lines, easements, and rights-of-way. Easements shall be provided on all Construction Documents as follows:
 - **Utility Easements.** Easements for underground or above ground utilities shall be provided for and centered along rear or side lot lines, and shall be a minimum of 10 feet in width. Easements for water and sanitary sewer lines shall be centered on the pipe and a minimum of 20 feet in width or as required by the City of Raleigh Public Utilities Department (CORPUD) Handbook. City of Raleigh utility easements shall not be shared with any other utilities, storm drainage pipes or BMPs.
 - **Drainage Easements.** Where a development is crossed by a stream or drainage way, an easement shall be provided conforming to the lines of such drainage way and in accordance with the adopted *Standard Specifications and Details* of the Town of Wendell.
 - **Landscape Easements.** Landscape easements (if necessary or required) for street yards, planting yards and along any private streets should be designed in accordance with the provisions of Chapter 8, Tree Protection and Landscaping. The Town may require landscape easements for planting yards for developments where industrial or commercial uses abut residential uses.
 - **Public Access Easements.** Public Access Easements shall be provided for sidewalks, trails, greenways, and other pedestrian and bicycle facilities that provide connections other than within public rights-of-way.
 - **Maintenance of Easements:** Note indicating that ‘maintenance of easements shall be the responsibility of the property owner’ shall be included on the Construction Documents.
- ❑ **Non-Public/Private Water and Sewer Utilities:** Well and septic systems which do not come under the immediate supervision of the municipality shall comply with the following:

- Individual sewer and water system.** An acknowledgment from the Wake County Health Department indicating that the water supply and sewage disposal system installed or proposed for installation fully meets the requirements of the North Carolina State Board of Health.
- A copy of the soil erosion and sedimentation plans and approval letter.
- Approved Floodplain Development Permit and Certification application with supporting documentation as required by the Wendell Flood Damage Prevention Ordinance (if applicable).
- Stormwater permit (if applicable).
- Supplemental Plans, as applicable:
 - Landscape Plan** in accordance with Section 16.8.
 - Lighting Plan** in accordance with Section 16.9.
 - Architectural Plans** in accordance with Section 16.10.
- Required notes and certifications for the Town of Wendell (see Section 16.14) and for the City of Raleigh Public Utilities Department (reference CORPUD requirements for Construction Drawings).