

Site Plan Checklist

Engineering

1. Need to submit preliminary Franchise Utility Plan showing structures, poles and detail of above ground structures.
2. Right-of-way shall be dedicated in accordance with the City of Hurst's thoroughfare plan. Show centerline and full right-of-way dimensions for all public streets. The area of dedication for any public street shall be shown on the plat.
3. The driveway needs to conform with the guidelines established in the Driveway Access and Design manual. Driveway needs to align with existing driveways and/or street. Your plans should show the existing driveways and/or streets on the opposite side of the street. There are several other requirements defined in the manual. A copy may be purchased for \$5's from the Engineering Division of Public Works.
4. The existing or proposed fire hydrants with coverage circles need to be shown. Non-residential sites shall have 300' radius and residential sites shall have 500' radius.
5. A private storm sewer system will be required to capture a minimum of the 10-year event. An engineered evaluation of the (100) year event is required to assure the proposed building will not flood. Sufficient information will be required to demonstrate how the onsite and offsite drainage is conveyed through this site.
6. Engineering plans will need to be approved prior to allowing a plat to be filed. The plat will need to be filed prior to the issuance of a building permit.
7. Any public improvements that extend through this site to be contained in an easement.
8. Traffic flow patterns need to provide for stacking of vehicles within the property. Vehicles will not be allowed to stack up into the adjacent road and block the flow of traffic. Driveways need to be built at 2% for a distance equal to the maximum return radius.
9. The plat will need to be filed and the public construction plans must be approved and permitted prior to the issuance of a building permit.
10. All public improvements that extend through this site need to be contained in an easement.
11. Engineered construction plans are required. The engineer's design needs to follow the guidelines established in the Design Manual. These plans need to include the following:
 - City of Hurst cover sheet
 - Water distribution system and proposed service connections
 - Sewage collection system and proposed service connections
 - Plan and profile any proposed streets, sidewalks, public water, and/or public sewer improvements
 - Plan and profile of on-site and off-site existing and proposed drainage facilities
 - Erosion control plan
 - Trench safety for any excavations over four (4) feet
 - Storm water pollution prevention plan submitted through the city with a notice of intent to the Environmental Protection Agency.
 - A proposal of the public construction items
12. The plat and all proposed improvements separated on different layers shall be submitted in a format specified by the Public Works Department prior to placement of the final plat on City Council agenda.
13. All easements and right-of-ways shown within the property shall be described by distance and bearings and tied to the property corners.

14. Sidewalks and access ramps shall be installed on all streets classified as Collector Streets, sixty (60) feet of right-of-way or larger. Sidewalks and access ramps shall be installed along both sides of a street located within fifteen hundred feet of a school.
15. All public improvements require a 2-year 100% maintenance bond. The Public Works Director prior to a final inspection and Certificate of Occupancy must accept all Public improvements in writing.
16. All public improvements associated with this development will need to be completed and accepted prior to the issuance of any building permits. On single lot construction projects the owner may request in writing concurrent construction of the public and private improvements. If approved then all public improvements must be bonded and plans accepted prior to the issuance of a building permit.
17. Notarized letters of permission from all affected property owners will be required for any off-site improvements, off-site grading, and/or concentration of flows.
18. A minimum of two iron rods on the boundary of the plat shall be tied horizontally and vertically to the City of Hurst GPS. Please identify which City monuments were used and label the iron rods on the plat.
19. No trees shall be planted in the utility easements or drainage easements.

Upon final approval, all plats and site plan drawings shall be submitted on electronic format compatible to AutoCAD 2000 or later.