



CONSTRUCTION PLAN CHECKLIST

PROVIDE COMPLETED CHECK LIST SIGNED BY PREPARER WITH FILING

This checklist is not all-inclusive of all City ordinances and standards, additional information may be requested by Staff.

PRIOR TO SUBMITTAL OF CONSTRUCTION PLAN SET

The following items, if applicable, must be approved:

- Site Plan for Attached Single-Family (Townhome), Multifamily Residences, Condominiums and Non-Residential Developments
- Preliminary Site Plan for Attached Single-Family (Townhome), Multifamily Residences, Condominiums and Non-Residential Developments Infrastructure (No Building)
- Preliminary Plat for Detached Single-Family and Two-Family Residential Developments
- Specific Use Permit
- Planned Development Ordinance
- Open Space Plan
- Facade Plan
- Traffic Impact Analysis (TIA)
- Intersection Control Evaluation
- Peer Review of Roundabout Design
- City Accepted Downstream Assessment and/or Flood Study
- USACE permit or provide a signed and sealed statement detailing why such permits are unnecessary
- TCEQ Water Rights Permit
- TCEQ Dam Safety Program Approval

REQUIRED DOCUMENTS

A Land Development Application for Construction Plan set shall include the following, if applicable, uploaded as separate PDF files:

- ☐ **Construction Plan Checklist** (this document)
- ☐ **Current Deed** (for each property) showing proof of ownership. Ownership reflected on the deed shall match the application.
- ☐ **Landowner Authorization** (for each property owner) completed and signed by LANDOWNER AND PROJECT REPRESENTATIVE/APPLICANT.
- ☐ **Signatory Authorization** when the ownership is a Corporation, Limited Liability Company (LLC), Limited Company (LC), Partnership, Limited Partnership, Trustee, or any organization other than an individual owner, provide documentation authorizing the signatory to sign on behalf of the ownership.
- ☐ **City Tax statement(s)** from Collin County and/or Denton County indicating City taxes are current. Applications with past due taxes will be rejected.
- ☐ **Tree Survey & Preservation Plan Checklist**
- ☐ **Landscape & Screening Plan Checklist**
- ☐ **Geotechnical Report** (signed and sealed)
Operation and Maintenance (O&M) Plan for stormwater management features (above or below ground retention/detention, stormwater quality features, private onsite storm system, etc.)
- ☐ **Letter of Adjacent Development**
- ☐ **Recorded Offsite Easements**
- ☐ **Encroachment Agreement**
- ☐ **Letter of Permission** for offsite grading
- ☐ New traffic studies or traffic information
- ☐ Any necessary studies or permits not already on file at the City
- ☐ Any supplemental documents or exhibits not listed

REQUIRED DRAWINGS

- ☐ Complete 24"x36" construction plan set (signed and sealed) including all required civil, landscape and irrigation plans, combined in a single PDF file. Plans not signed and sealed and/or stamped "Preliminary" or "Not for Construction" will be rejected.
 - ___ Cover with Index of Sheets
 - ___ Copy of Approved Preliminary Plat, Preliminary Site Plan or Site Plan
 - ___ Copy of Approved Conveyance Plat
 - ___ Right-of-Way and Easement Layout Exhibit (draft Final Plat without standard language)
 - ___ City of Frisco General Construction Notes
 - ___ Grading Plan
 - ___ Show and label all existing and proposed contours. Demonstrate no slope is steeper than 4:1.



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- ☐ Provide cross sections to demonstrate how proposed grading ties into adjacent properties
- ☐ Show and label channels and channel slopes, provide typical section with calculations, Label Qcap, Q100, V100, side slopes (max. 4:1), 100-year water surface elevation, and one-foot freeboard.
- ☐ Show and label retaining walls, provide sections, label top and bottom of wall grades.
- ☐ Provide Finish Floor (FF) elevation, drainage flow arrows, and spot grades **for Attached Single-Family (Townhome), Multifamily Residences, Condominiums and Non-Residential Developments and Infrastructure Only (No Building)**
- ☐ Lot grading including Finish Pad (FP) boundary, FP elevation, drainage flow arrows, spot grades, and typical lot grading pattern details **for Detached Single-Family and Two-Family Residential Developments**
- ☐ Moisture Conditioning Map
- ☐ Drainage Area Map/Storm Water Management Plan
 - ☐ Provide Floodplain Note: "According to Flood Insurance Rate Map (FIRM) Map No. _____ dated _____ prepared by Federal Emergency Management Agency (FEMA) for <Denton/Collin> County, Texas, this property is within Zone(s) <A, AE, X>."
 - ☐ If onsite detention/retention is proposed, show location. If no onsite detention/retention is proposed, add Detention Note referencing the City accepted Downstream Assessment that demonstrates onsite detention is not required. If regional detention exists for this project, provide a note referencing project the regional detention was designed and constructed.
 - ☐ Show drainage area basins covering entire project area and include offsite drainage areas that flow through or adjacent to project area
 - ☐ Provide Interim Drainage Area Map per phase of construction.
 - ☐ Provide Drainage Area Calculation Table
 - ☐ Show Stormwater Quality Treatment BMP
 - ☐ Show and label limits of City and/or FEMA Effective floodplains and shade FEMA Effective Floodway within development. Indicate all areas of proposed floodplain reclamation area and a note referencing the City Accepted Flood Study for all reclamation areas.
 - ☐ Show and label Erosion Hazard Setback lines.
 - ☐ Show and label limits of Floodplain Drainage Easement
- ☐ Drainage Calculations
 - ☐ Inlet calculations
 - ☐ Storm Drain calculations
 - ☐ Stormwater Quality Treatment Calculations and details **for Attached Single-Family (Townhome), Multifamily Residences, Condominiums and Non-Residential Developments and Infrastructure Only (No Building)**
 - ☐ Rip Rap sizing calculations.
- ☐ Storm Sewer Plan and Profile
 - For Plan*
 - ☐ Show and label all proposed and existing stormwater drainage system and appurtenances
 - ☐ Show existing and proposed grading
 - ☐ Show connections to adequate outfall
 - ☐ Show existing and proposed drainage easements
 - For Profile*
 - ☐ Profile all storm line including laterals, include channels
 - ☐ Label pipe size, slope, and material
 - ☐ Label Qcap, Q100, V100 and HGL100
 - ☐ Show utility crossings and conflicts
 - ☐ Show and label existing and proposed grade lines.
 - ☐ Add "Private" to all Private storm infrastructure profiles.
- ☐ Detention/Retention Pond Layout and Calculations
 - ☐ Show and label all proposed and existing storm infrastructure
 - ☐ Show existing and proposed grading
 - ☐ Show Detention/Retention Pond Calculations for 2, 5, 25, 100-year design storms; include storage volumes, discharges, and water surface elevations



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- ☐ Provide cross sections and details of the detention pond and outfall structure; label 2, 5, 25, 100-year design storms water surface elevations
- ☐ Provide details and calculations for emergency spillway.
- ☐ Add note referencing the Operation and Maintenance Plan including County recording information.
- ☐ Show and label access ramp and 10' perimeter maintenance area.
- ☐ Water Plan and Profile
 - For Plan*
 - ☐ Show and label all proposed and existing water distribution system mains and appurtenances (services, water valves, meters, fire hydrants and fittings, etc.)
 - ☐ Show other utilities (sewer, storm, reuse, etc.)
 - ☐ Show franchise utilities (electric, gas, telephone, cable, etc.)
 - ☐ Show all existing and proposed easements
 - ☐ Provide Water Meter Table
 - ☐ Provide two sources of water and looped system
 - For Profile*
 - ☐ Profile all water lines 12" and larger
 - ☐ Label pipe size, material, slope, connections, and appurtenances
 - ☐ Show utility crossings and conflicts (storm, drainage features, reuse water, sewer, franchise utilities, etc.)
 - ☐ Show and label existing and proposed grade lines
- ☐ Sanitary Sewer Plan and Profile
 - For Plan*
 - ☐ Show and label all proposed and existing sanitary sewer collection system mains and appurtenances (services, cleanouts, manholes, etc.)
 - ☐ Show other utilities (water, storm, reuse, etc.)
 - ☐ Show franchise utilities (electric, gas, telephone, cable, etc.)
 - ☐ Show all existing and proposed easements
 - For Profile*
 - ☐ Profile all sanitary sewer mains
 - ☐ Label pipe size, material, slope, connections, and appurtenances
 - ☐ Label manhole information (size, material, rim, flowline elevations, etc.)
 - ☐ Label Q/q, Velocity, Pipe Capacity per pipe segment
 - ☐ Show utility crossings and conflicts (storm, drainage features, reuse water, water, sewer, franchise utilities, etc.)
 - ☐ Show and label existing and proposed grade lines
 - ☐ Show and label 100-year water surface elevation (if applicable)
- ☐ Sewer Demand Analysis Plan
 - ☐ Show sewer demand basins covering entire project area and include offsite sewer demand areas that flow through project area
 - ☐ Provide Sewer Demand Calculation Table
- ☐ Dimension Control and Paving Plan and Paving Profile
 - For Plan*
 - ☐ Show and label all proposed and existing paving (streets, alleys, fire lanes, sidewalks, hike and bike trails, etc.)
 - ☐ Show and label all existing and proposed rights-of-way and easements
 - ☐ Label Street Names
 - ☐ Label all dimensions and radii
 - ☐ Provide pavement cross sections including thickness, strength, subgrade, steel. **If moisture conditioning required, add detailed note with pavement section.**
 - ☐ Show and label storm inlets
 - ☐ In background, show other utilities (water, sewer, storm, reuse, etc.)
 - ☐ In background, show franchise utilities (electric, gas, telephone, cable, etc.)
 - ☐ For proposed turn lanes, provide separate plan. Include signing and striping, and details.



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- ☐ **For Attached Single-Family (Townhome), Multifamily Residences, Condominiums and Non-Residential Developments and Infrastructure Only (No Building)**
 - ☐ Show and label roadway signage and striping
 - ☐ Show and label street and/or parking lot lighting locations
 - ☐ Show all fire hydrant locations
 - ☐ Provide street and/or parking lot lighting and signage details
 - ☐ For proposed hike and bike trails:
 - ☐ Provide separate plan and profile.
 - ☐ Separate grading plans.
 - ☐ Provide cross section.
 - ☐ Show and label easement width.
 - ☐ Provide details.
 - ☐ In background, show all other utilities.
- For Profile*
 - ☐ Profile roadways; provide vertical alignment information.
 - ☐ Show and label existing and proposed grade lines
 - ☐ Shade and label areas of compacted fill
 - ☐ Show storm conflicts
- ☐ **For Detached Single-Family and Two-Family Residential Developments**
 - ☐ Sidewalk Plan
 - ☐ Provide sidewalk plan of entire project area. Show and label all proposed and existing sidewalks, and hike and bike trails.
 - ☐ Show all fire hydrant locations
 - ☐ Provide sidewalk details
 - ☐ For proposed hike and bike trails:
 - ☐ Provide separate plan and profile.
 - ☐ Separate grading plans.
 - ☐ Provide cross section.
 - ☐ Show and label easement width.
 - ☐ Provide details.
 - ☐ In background, show all other utilities.
 - ☐ Streetlight, Signage and Striping Plan
 - ☐ Provide streetlight, roadway signage and striping plan of entire project area.
 - ☐ Show and label all streetlights
 - ☐ Show neighborhood roadway striping
 - ☐ Show all fire hydrant locations
 - ☐ Provide streetlight and signage details
- ☐ Roundabout Plan
 - ☐ Roundabout cross-sections
 - ☐ Roundabout jointing plans
 - ☐ Roundabout signing and striping
- ☐ Traffic Control Plan
- ☐ Erosion Control & Stormwater Pollution Prevention Plan
 - ☐ All temporary construction BMPs to be shown on the plan
 - ☐ Provide erosion control details
- ☐ Details
 - ☐ City of Frisco Details
 - ☐ TxDOT Detail PED-18 (current version)
 - ☐ TxDOT Details when proposed work in TxDOT Right-of-way
 - ☐ Other details, as required. Including, but not limited to, non-standard drainage structures, private improvements, etc.



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- ___ Landscape Plan
 - ___ Show and label all landscape and hardscape features
 - ___ All sidewalks, ramps, trails, decorative pavement, and other hardscape must match exactly as shown on approved preliminary plat, preliminary site plan or site plan, and civil construction plans
 - ___ Provide landscape details
- ___ Irrigation Plan
 - ___ Show and label irrigation system and appurtenances.
 - ___ Show and label meter location matching Civil Plans and Site Plan.
 - ___ Provide irrigation details.
- ___ Tree Survey/Tree Mitigation Plan/Tree Preservation Plan
 - ___ Refer to Tree Surveys and Tree Preservation Plan Checklist for plan requirements
- ___ Bridge Plan
 - ___ Include plan, profile, sections, and details. Label 100-year storm event water surface elevation and two-foot freeboard
- ___ Park Improvement Plan (if applicable)
- ☐ Separate set of 11"x17" construction plans for a TxDOT driveway permit (combined into a single PDF file)
- ☐ Separate set of 11"x17" construction plans for a TxDOT utility permit (combined into a single PDF file)

By signing this document, I attest that this plan complies with the Zoning and Subdivision Ordinance, Engineering Standards, and all other applicable codes and ordinances of the City of Frisco.

Preparer's Name (printed)

Preparer's Signature

DATE