

OTTAWA COUNTY DRAIN COMMISSION

CONSTRUCTION PLAN REVIEW SUBMITTAL

CHECKLIST FOR _____

Preliminary Approval (____ / ____ / ____) (if applicable)

Application (plats & site condominiums should have submitted with Preliminary Plans)

Administration Fee (\$50 or \$200 for plats & site condominiums, should have submitted with Preliminary Plans)

Review Fee (see fee schedule)

Soil Borings Information (when necessary)

Drainage Calculations

Two sets of Construction Plans, include the following:

Project Name

Location Map

Township, Section, Quarter Section

Label neighboring properties

Signed Engineer's Seal

Existing contour information

Proposed contour information

Scale (1" = 100' or better)

Developer (name, address & phone #)

Engineering Firm (name, address & phone #)

Identify County Drains/natural watercourses/manmade drainage ditches

Existing drainage easements

Proposed drainage easements

Lot dimensions

Building dimensions

Revision Date(s)

Erosion & Sedimentation Controls

Any additional information that may be helpful in the review process