

**CITY OF ORCHARD LAKE VILLAGE  
RESIDENTIAL SITE PLAN  
CHECKLIST**

**ADDRESS** \_\_\_\_\_ **TCEC REVIEWER:** \_\_\_\_\_

**DEVELOPMENT** \_\_\_\_\_ **LOT/UNIT/BLDG. NO.:** \_\_\_\_\_

**ENGINEER/SURVEYOR** \_\_\_\_\_ **DATE** \_\_\_\_\_

		Yes	No
1	Plans signed & sealed by registered Michigan Land Surveyor/Engineer (Original)		
2	North Arrow		
3	Location sketch		
4	Plans on 24" x 36" sheets (max scale 1" = 40' )		
5	Legal description, parcel IDs, dimensions, tract acreage...etc. shown		
6	Site benchmark provided (NAVD datum)		
7	Topographic survey information shown (existing elevations around the lot perimeter, adjacent top of curb and brick ledge/finish grade elevations, catch basin, valve well and manhole rim elevations and on site easements dimensions and locations...etc.)		
8	Road name and width of existing & proposed Right-of-Way		
9	Arrows indicating drainage pattern (all runoff contained onsite)		
10	Lot boundary dimensions shown		
11	City Standard Notes shown		
12	All existing and proposed utilities (includes water service, sanitary and sump leads)		
13	Location and elevation of 100-year Floodplain boundaries (existing or proposed)		
14	Location and elevation of adjacent high water mark		
15	Lake Sightline setback shown		
16	Building setbacks from all property lines according to the City Ordinance		
17	First floor elevation 5 FT max above lowest adjacent centerline of road		
18	Provide building envelop, driveway, sidewalk...etc. finished grades		
19	Submit a detailed estimate of the proposed activities and an estimate as to the number of days required to complete the project		
20	Character of the sub-soil shown		
21	Type of fill and/or receiving location of soil removed		
22	Trees removed or replaced shown		
23	Fall from brick ledge 2% (0.5 FT) min in the first 25 FT and 1% thereafter		
24	Provide rear and side yard swale, slopes shall be 0.5% min and 5% max		
25	Driveway slope shall be 2% min and 4% max (cross) 7% max (run)		
26	Cross section details of all proposed pavements (driveway, sidewalk...etc)		
27	Show existing wetlands onsite (provide a statement if none)		
28	Provide hard copies and digital files of the plans (PDF format)		