

EXHIBIT A - DOSD DRAWING NUMBER APPLICATION FORM

**CITY OF COLUMBUS DIVISION OF SEWERAGE AND DRAINAGE
DRAWING NUMBER APPLICATION
FOR SEWER CONSTRUCTION PLANS**

Drawing Number (assigned by DOSD): _____

Drawing Type: ___Sanitary ___Storm ___Combined ___Other ()

Project Title: _____

Project Zoning Code Class: Res. _____ Apt. _____ Comm. _____ Other _____

Acreage: Project On-site _____ Above _____ Below _____

Easements: Number Required _____ On-site _____ Off-site _____ Platted _____

Contact Information:

Property Owner Name: _____

Address: _____

Phone: _____ Email Address: _____

Contact (if other than property owner): _____

Address: _____

Phone: _____ Email Address: _____

Project Developer (organization name): _____

Primary Developer Contact Person: _____

Address: _____

Phone: _____ Email Address: _____

Plan Prepared by (organization name): _____

Primary Contact Person: _____

Address: _____

Phone: _____ Email Address: _____

Design Date: _____

Enclosed: Design Area Map _____ Calculations _____ Prelim. Easement Description _____

Other _____ (Describe: _____)

Digital File Name(s) Submitted:

EXHIBIT B
General Notes
To Be Included Within the CC-Plans

- The City of Columbus Construction and Material Specifications, (current version) including all supplements thereto, shall govern all construction items that are a part of this plan unless otherwise noted.
- The Contractor shall notify the following Divisions at least 24-hours in advance of anticipated start of construction:

Division of Sewerage and Drainage (614) 645-7102
Transportation Division, Inspection Services Section (614) 645-3182

- The Contractor is responsible for the investigation, location, support, protection, and restoration of all existing utilities and appurtenances whether shown on these plans or not. The Contractor shall expose all utilities or structures prior to construction to verify the vertical and horizontal effect on the proposed construction. The Contractor shall call, toll free, the Ohio Utilities Protection Service (1-800-362-2764) 72-hours prior to construction and shall notify all utility companies at least 48-hours prior to work in the vicinity of their underground lines.
- Construction of this project may not begin until the easements indicated have been recorded by the City.
- The Developer/Owner shall, prior to any construction operation, deposit with the City the total estimated costs for inspection and where required a repaving guarantee.
- Any modification to the work as shown on these drawings must have prior written approval by the Administrator, Division of Sewerage and Drainage.
- All plastic sewer lines shall be deflection tested after installation in conformance with the requirements of item 901 of the City of Columbus, Construction and Material Specifications, current version.
- All concrete pipe, storm and sanitary sewer structures will be stamped or have such identification noting that said pipe, storm and sanitary structures have been inspected by the City of Columbus and meets their specifications. Pipe and structures without proper identification will not be permitted for installation.
- Erosion and sediment control measures are required as part of this project. Erosion and Sediment Control measures specific to this site may be found on Sheet No. __ of this plan. Land-disturbing activities must comply with all provisions of the Division of Sewerage and Drainage EROSION AND SEDIMENT CONTROL REGULATION. All land-disturbing activities shall be subject to inspection and site investigation by the City of Columbus and/or the Ohio EPA.

- It is the responsibility of the site owner to notify the City of Columbus two working days prior to commencement of initial site land disturbance on any site of one or more acres. This includes site clearing, grubbing and any earth moving. Primary erosion and sediment control practices are mandated by regulation to be in place from the beginning of the construction activity. Please contact The Stormwater Management Office @ (614) 645-6700 or fax @ (614) 645-1506. Details of this requirement may be found in the EROSION AND SEDIMENT POLLUTION CONTROL REGULATION (adopted June 1, 1994). Failure to comply may result in enforcement action as detailed in the Columbus City Codes Section 1145.80.

THIS NOTE SHALL BE ADDED TO ANY PLAN WHERE CITY OF COLUMBUS PARK PROPERTY MAY BE INVOLVED IN THE LIMITS OF CONSTRUCTION:

“The Contractor is hereby notified to contact the City Forester of the Recreation and Parks Department (Phone: (614) 645-3350) 24-hours prior to any construction in or near the park property.”

- The Contractor shall ensure there is a surveyor’s level and rod on the project for use in performing grade checks whenever sewer line structures or pipe are being installed. The Contractor shall make this equipment available for use and assist the City inspector in performing grade checks when requested by the inspector. The inspector will make all reasonable attempts to confine requests for assistance in performing grade checks to times convenient to the Contractor.

These checks will be performed to ensure the following:

1. Proper placement of each structure.
2. Proper installation of initial runs of pipe from a structure.
3. Grade, after an overnight or longer shutdown.
4. Grade, at any other time the inspector has reason to question grade of installation.

Grade checks performed by the City inspector in no way relieve the Contractor of the ultimate responsibility to ensure construction to the plan grade.

- The amount of fill within designated FEMA floodplain areas onsite is ____ C.Y. The amount of fill compensated within designated FEMA floodplain areas onsite is ____ C.Y.
- The ponding or detention areas shown on the plans are a part of the storm sewer facilities. The Developer/Owner will assume the responsibility to maintain the ponding or detention areas so as not to reduce the water storage areas. If the Owner does not maintain the ponding and detention areas, the plan will become void and the City will plug the sewer at the outlet.

As a condition of final acceptance, the property owner shall be responsible for providing as-built surveys to verify the final grades and elevations of stormwater detention basins and wetlands that are to be owned and operated by the City. At the completion of home construction, the Owner/Developer shall field survey the stormwater detention facility to verify that the facilities are constructed according to approved plans. Should a discrepancy between the plans and constructed grades exist, the design storage of the detention facility shall be restored by the Owner/Developer as directed by the City of Columbus.

Exhibit C
Sample Signature Block
To Be Included on the Cover Sheet of the CC Plans

APPROVALS: SIGNATURES BELOW SIGNIFY ONLY CONCURRENCE WITH THE GENERAL PURPOSES AND GENERAL LOCATION OF THE PROJECT. ALL TECHNICAL DETAILS REMAIN THE RESPONSIBILITY OF THE ENGINEER PREPARING THE PLANS.

PRIVATE DEVELOPMENT SECTION MANAGER, DIVISION OF SEWERAGE AND DRAINAGE	DATE	ADMINISTRATOR, DIVISION OF SEWERAGE AND DRAINAGE	DATE
---	------	---	------

ADMINISTRATOR, DIVISION OF ELECTRICITY	DATE	CITY ENGINEER, TRANSPORTATION DIVISION	DATE
---	------	---	------

ADMINISTRATOR, DIVISION OF WATER	DATE	DIRECTOR, DEPARTMENT OF PUBLIC SERVICE	DATE
-------------------------------------	------	---	------

DESIGN AND PLAN SERVICES ENGINEER, TRANSPORTATION DIVISION	DATE	DIRECTOR, DEPARTMENT OF PUBLIC UTILITIES	DATE
---	------	---	------

- FOR PROJECTS NEAR
PARK PROPERTY

DIRECTOR, DEPARTMENT OF RECREATION AND PARKS	DATE
--	------

Note: Refer to DOSD digital submittal standards for current title block format.

Exhibit D – SWMS Plan Review Checklist for CC Drawings

Plans

- _____ Registered Engineer signature and seal
- _____ 22" x 34" paper size
- _____ 22" x 34" mylar (final plans only)
- _____ Digital submittal on disk/CD
- _____ Completed CC-drawing application form
- _____ Easement Descriptions and Exhibits
- _____ Seven (7) sets of check prints

Master Drainage Plan

- _____ Project Title
- _____ North arrow and scale
- _____ Project boundaries
- _____ Existing and proposed topography at two-foot contour intervals
- _____ Pre-development and post-development sub-basins
- _____ Location and capacity of the immediate downstream receiving waterway or drainage system
- _____ Pre-development and post-development major routing flow paths
- _____ Soil type by sub-basin
- _____ Tier I and Tier II streams and Stream Corridor Protection Zones
- _____ Proposed stormwater facilities
- _____ Existing field tile locations
- _____ Lines designating the phases of multiphase development projects
- _____ Lot lines, streets, right-of-ways, setbacks, and easements
- _____ Flood Hazard limits and classifications
- _____ Regulated wetlands
- _____ All outfalls identified with major outfalls clearly labeled

Calculations

- _____ Stream Corridor Protection Zone and Floodplain Compensation
 - _____ Stream Corridor Protection Zone sizing calculations
 - _____ Floodplain fill volume calculations
 - _____ Compensatory floodplain fill volume calculations
- _____ Impervious Area

- ___ **Storm sewers**
 - ___ **Pipe sizing calculations**
 - ___ **Hydraulic grade line check calculations**
 - ___ **Pavement spread calculations**
 - ___ **Inlet spacing/capacity calculations**
 - ___ **Inlet tributary area map(s)**

- ___ **Culverts**
 - ___ **Hydrologic calculations**
 - ___ **Hydraulic calculations/overtopping analysis**
 - ___ **Tributary area map**

- ___ **Constructed Open Watercourses**
 - ___ **Ditch sizing calculations**
 - ___ **Tributary area map**
 - ___ **HEC-2 analysis, if required**

- ___ **Flood routing**
 - ___ **Hydrologic calculations**
 - ___ **Hydraulic calculations**

- ___ **Detention**
 - ___ **Predeveloped flow calculations**
 - ___ **Post developed flow calculations**
 - ___ **Critical Storm determination calculations**
 - ___ **Stage-discharge curve**
 - ___ **Stage-storage curve**
 - ___ **Routing calculations**
 - ___ **Storage Volume Table (shown on plans)**

- ___ **Stormwater Quality BMPs**
 - ___ **Water quality volume (WQv) calculations**
 - ___ **Drawdown calculations**
 - ___ **Required areas for media filters (Group 2)**
 - ___ **Design and design flow rate for swale and filters strips (Group 3)**
 - ___ **BMP Maintenance plan**
 - ___ **Commercial Activity Areas**
 - ___ **Location shown and area clearly delineated**
 - ___ **Standard Industrial Classification (SIC) identified**
 - ___ **Materials handling areas clearly delineated**
 - ___ **High-risk and low-risk pollutant source identified**
 - ___ **On-site storm and sanitary sewer systems including discharges and outfalls shown**

- _____ **If applicable, oil/water separator, spill containment (110% of volume stored) and treatment systems shown**
- _____ **Area covered from rainfall with cover or roof of required dimensions**
- _____ **Area graded to minimize runoff**
- _____ **Appropriate methods for material disposal shown including sanitary sewer or other**

Easement Descriptions

- _____ **Legal Descriptions**
 - _____ **Legal size paper**
 - _____ **Registered surveyor signature and seal**
- _____ **Exhibits**
 - _____ **Legal size paper**
 - _____ **Registered surveyor signature and seal**
- _____ **Owner Name**
- _____ **Mailing address**
- _____ **Phone number**

Title Sheet

- _____ **Correct project title**
- _____ **Location map**
- _____ **Bench marks**
- _____ **Estimated quantities**
- _____ **Standard drawings**
- _____ **General notes**
- _____ **Signature block**

Plan View

- _____ **North Arrow orientation**
- _____ **Proper structure numbering**
- _____ **Scale**
- _____ **Reference point**
- _____ **Property information**
- _____ **Stream identification**
 - _____ **100 year flood plain limits (if different from SCPZ limits)**
 - _____ **SCPZ limits**
 - _____ **Floodplain fill and compensatory volume location and limits**

- ___ **Stormwater facilities size, types, and location**
 - ___ **Water quality BMPs**
 - ___ **Detention facilities (include maximum ponding limits)**
 - ___ **Storm sewers**
 - ___ **Open channels**
 - ___ **Flood routing**
 - ___ **Culverts**
- ___ **Proposed and existing easements**
- ___ **Agricultural field tiles**
- ___ **Existing and proposed utilities**
- ___ **Proper structure and pipe annotation**
- ___ **Stormwater Pollution Prevention Plan (SWP3)**

Profile View

- ___ **Scale**
- ___ **Stationing**
- ___ **Utility, street, driveway, and stream crossings**
- ___ **Proper structure and pipe annotation**
- ___ **Granular backfill and encasement limits**
- ___ **Proper ground surface line types**

Details and Cross Sections

- ___ **Open channel and flood routing swale cross-sections**
- ___ **Culvert profiles**
 - ___ **Elevation information**
 - ___ **Flow and velocity data**
- ___ **Stormwater BMP details**
 - ___ **Plan view**
 - ___ **Elevation view**
 - ___ **Volume and drawdown data**
 - ___ **Planting list**
- ___ **Detention Ponds**
 - ___ **Cross section(s)**
 - ___ **Elevation information**
 - ___ **Forebay details**
 - ___ **Outlet structure details**

Exhibit E – Erosion and Sediment Control Land Disturbance Note

EROSION AND SEDIMENT CONTROL. Land Disturbance areas less than one* acre and not part of a larger common plan of development are not required to submit to the City of Columbus a full scale erosion and sediment control plan for approval. However, the proposed land disturbing activities must comply with all of the provisions of the Division of Sewerage and Drainage Erosion and Sediment Control regulation. All land disturbing activities shall be subject to inspection and site investigation by the City of Columbus to determine compliance with City standards and regulations. Failure to comply with these regulations may subject the site to enforcement action by the City. Questions regarding Erosion and Sediment Control may be referred to the Stormwater Management Office at 645-6311.

Onsite Contact:
Phone:
FAX:
E-mail:

***As of March 10, 2003 – NPDES Permit Phase II**