



City of Bowie, Maryland
Department of Public Works
Department of Planning and Economic Development
 15901 Excalibur Road; Bowie, MD 20716
 (Phone: 301-262-6200; Fax 301-809-2309)

Supplemental Checklist for Plan Reviews
 Typical Information Required on Storm Drains, Paving or Vertical Grade Establishment Plans

SITE DESCRIPTION

Project/Subdivision Name: _____
 Plan Alias: _____

_____ Tax Map No _____ Parcel No. _____ Acreage _____ ADC Map/Grid

APPLICANT/CONSULTANT INFORMATION

OWNER

 Name

 Address

 City, State, Zip Code

 Telephone

 Email Address

SURVEY/ENGINEER

 Name

 Address

 City, State, Zip Code

CONTRACT PURCHASER

 Name

 Address

 City, State, Zip Code

 Telephone

 Email Address

 Telephone

 Email Address

 Contact Person

LEGEND

____ Acceptable X Not Acceptable NA Not Applicable
R Required Not Submitted INC Incomplete NR Not Reviewed

PLAN REQUIREMENTS

1. All drawing of standard size 24"x36" with 1/2" border line all around and information block duly filled-in as shown in standard detail. One set of prints should be submitted during review process.
2. Title sheet as shown in standard detail.
3. A short project report giving project outlines, location, size of property and drainage area, zoning, land use, scope of project and submission, soil investigation, water table, ground elevations, and design criteria.
4. Vicinity map - maximum scale 1 inch = 2000 feet, site of proposed work shaded.
5. Vicinity map - distance from nearest major road, intersection or existing subdivision.
6. Vicinity map - well-known streets leading to the site shown, and street names on which work is proposed.
7. North Arrows as per WSSC grid and minimum three coordinate ticks at multiples of 250 feet.
8. Property - length and bearings of each property line, lot numbers and dimensions (front only) of adjoining lots.
9. Roads and streets - names and alignment with right-of-way and pavement widths shown and dimensioned (indicate paving section).
10. Roads and streets - existing and/or proposed curb line - labeled if existing.
11. Roads and streets - curb and turning radii indicated.
12. Roads and streets - State Highway Administration stamp, applied where required.
13. Topography showing existing contours at proper intervals.
14. Topography - check with Record Drawings for poles, fences, buildings, driveways, hydrants, utility lines, shrubs, trees, pavement, mailboxes, walks, etc.
15. Utilities, existing - all shown (size, type & contract no. noted).
16. Utilities, proposed - all shown in proper symbols (size and type noted).
17. Legend: In each plan and profile showing all the signs, symbols, markings, etc.
18. Limits of Disturbance shown.
19. General Notes (as attached in standards) plus any other special notes, as applicable. Give most recent telephone numbers of all the Utility Companies.
20. Each print must be stamped with the date of submission.

COMMENTS
