

Engineering Checklist for DRC Review

The following is a checklist of items that will be used by the Engineering Division when reviewing Site Plan submittals. The items have been categorized per pertinent plan sheet. These items need to be identified and clearly labeled on the subject plan sheet.

Cover Sheet

- Project Name
- Location map including section, township and range
- Index of plans
- List of all consultants including contact information

Site Plan

- Conformance with the Land Development Code, Section 16-182, for canal / lake sections
- Investigate existing utilities to determine any proposed conflicts with site improvements. Contact the Plans Processing Technician at (954) 746-3277 for as-built information.
- Top of bank and edge of water locations around canal/lake banks
- Driveway connections - dimension to established survey reference points (i.e. property corners)
- Are concrete, pavers, and asphalt clearly differentiated?
- Identification of all existing easements and referencing of recorded documents (i.e. OR book & page)
- Right-of-way adjacent to parcel including labels, width, and referencing of recorded documents
- Abbreviated legal descriptions for adjacent parcels
- Finished floor elevation for all buildings, including all existing buildings
- Location of fire hydrants
- Inclusion of monument sign note: "Approved under separate permit."
- Is monument sign located within an existing utility easement?
- Impervious and pervious areas, both area and percentage are identified
- If proposed, identification of sidewalk where flush with adjacent pavement
- Curb type and conformance with the Land Development Code, Section 16-142

- ❑ Sidewalk detail; expansion joints are not accepted in City of Sunrise
- ❑ Detail for brick pavers under vehicular load, use of one of the two City details (see attached)
- ❑ Relationship of existing above ground features with site improvements
- ❑ Location of dumpster with relationship to easements and existing underground utilities
- ❑ Details for accessible parking spaces and ramps
- ❑ Accessible ramps on adjacent sidewalk
- ❑ Compliance with applicable accessibility code including accessible parking, accessible path from parking, and accessible path from adjacent ROW
- ❑ Inclusion of note indicating what accessibility code and version was utilized for the site design. For example, identify if Fair Housing or Florida Accessibility Code with version.
- ❑ Location of accessible parking signs – located at back of sidewalk if possible
- ❑ Sight triangles are identified and clear of obstructions
- ❑ Outside turning radii (50-feet) and adequate vehicular circulation for fire trucks
- ❑ All site related details shall be located on a separate sheet
- ❑ All drainage must be maintained on site. The 5-ft code minimum landscape buffer may not be sufficient to achieve this.

Survey

- ❑ Existing above ground improvements including valve boxes, manholes, grates, and other similar utility features.
- ❑ Existing easements and referencing of recorded documents

Pavement Marking & Signage Plan

- ❑ Inclusion of signage details for nonstandard signs
- ❑ Inclusion of MUTCD sign names (i.e. R1-1) and sign size
- ❑ Inclusion of note: “All traffic signage and pavement markings to be provided on the site plan in conformance with BCTE and MUTCD Standards.”
- ❑ All offsite pavement marking and signage shall be approved by BCTE.

Demolition Plan

- ❑ All above ground features that are proposed to be demolished.
- ❑ Any demolition for underground utilities shall be identified on the engineering plans

Photometric Plan

- ❑ Identification of all existing easements. Note referencing of recorded documents is not needed on this plan.
- ❑ Inclusion of note: “Lighting shall be designed and installed to meet Section 16-150 of the City of Sunrise Land Development Code.”
- ❑ Location of light poles with relationship to easements and existing underground utilities, unless letters of no object are submitted from all utility companies
- ❑ Detail of light poles and fixtures

Landscape Plan

- ❑ Identification of all existing easements. Note referencing of recorded documents is not needed on this plan.
- ❑ Location of fire hydrants.
- ❑ Inclusion of note: “Where discrepancies exist, the City of Sunrise Land Development Code Article VIII shall govern.”
- ❑ Sight triangles are identified and clear of obstructions

Miscellaneous

- ❑ Autoturn analysis for applicable sites (i.e. sites with loading bays)
- ❑ Consistency between all plans in package, including base layers
- ❑ No revision clouds or notes until site plan is approved
- ❑ Engineering plans – a separate submittal that may be submitted after site plan has received Planning and Zoning Board approval.
- ❑ Copy of cross access agreement for parcel
- ❑ If water and sewer utilities are present on site and an existing utility easement is not recorded, one will be required to be granted prior to issuance of water meter and/or certificate of occupancy. This proposed easement for existing utilities should be shown on the site, photometric, and landscape plans.
- ❑ Proposed easements for proposed utilities are not shown
- ❑ No permanent structures are permitted within any existing or proposed utility easement (i.e. light poles, dumpster enclosures, catch basins, trees not approved to be in utility easements, etc.) unless letters of no objection are submitted for all utility companies.
- ❑ Include Certificate of Authorization for Engineer of Record in title block per F.A.C. 61G15-23.002