



Melissa Municipal Center
 3411 Barker Avenue
 Melissa, Texas 75454
 Phone: (972) 838-2338

Lot Drainage Plan Review Checklist

9/29/2016

Property Owner: _____ Lot & Block Number: _____

Acres: _____

Subdivision Name: _____ Design Engineer: _____

Reviewed by HFCl: _____

Property Address: _____

NOTE: All comments must be addressed and construction plans and specifications must be accepted by the city engineer prior to approval.

Grading Plan Requirement Section	Requirement	COMPLETE		Comments:
		YES	NO	
Section 2	Site Plan minimum 11-inch by 17-inch with scale of 1-inch equals 20 feet or other acceptable scale showing the proposed lot and adjacent properties.			
Section 2 a	Scale and north arrow			
Section 2 b	Show dimensions to property lines for building(s) foot print(s)			
Section 2 c	Existing and proposed contours (one foot intervals) on the proposed lot only tied to sea level datum (elevations shall be tied to development elevations if lot is part of a new development).			
Section 2 d	Finished floor elevation with rationale for determination.			
Section 2 e	Show the 100-year flood level or statement if not applicable.			
Section 2 f	For adjacent properties, show the locations of streets, creeks, drainage ditches, low water crossings (driveways, etc.) culvert pipes or structures with sizes and flowlines, berms, or any other natural or man-made structures that affect the flow of water.			

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Section 2 g	Using the Rational Method ($Q=CIA$) and TxDOT methodology for Collin County, calculate the amount of stormwater entering the proposed lot and the total amount leaving the proposed lot with flow directions. Use the appropriate design storm per Subdivision Ordinance, Section 4.09. Select an appropriate C value. “I” is the intensity in inches per hour, “Q” is the flow in cubic feet per second and “A” is the drainage area in acres.			
Section 2 h	Provide runoff and facility sizing calculations. Ensure that drainage is contained within drainage easements or roadway right of way.			
Section 2 i	Show all existing and proposed drainage/utility easements.			
Section 2 j	Provide a vicinity map at a scale of 1-inch equals 2000 feet with 10-foot contours showing the location of the proposed site.			
Section 2 k	Provide benchmark information.			
Section 2 l	Show elevation of adjacent streets abutting proposed lot.			
Section 2 m	Indicate all proposed drainage facilities with materials, sizes, and flowlines.			
Section 3	The plan must be signed and sealed by a registered professional engineer including date, address, and telephone number along with the name of the developer and/or builder.			
Section 4	This note should be added to the plan: “This plan has been prepared to significantly reduce the potential for flooding of the proposed structure. This plan does not guarantee that the lot will carry sheet drainage during rainfall events exceeding the design storm. This plan also does not guarantee against flooding of the proposed structure due to natural or man-made changes in upstream or down stream topography.”			
Section 5	Two copies of this plan must be submitted with a place for signature and date of acceptance by the City of Melissa.			

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Additional notes required.	All finished slopes of earthen drainage ditches, swales, etc, shall be shaped as shown on the subdivision construction plans, solid sodden or hydromulched, and permanently maintained by the property owner. "Property owner shall establish permanent turf and permanently maintain all drainage easements."			
	All driveways shall be constructed in accordance City of Melissa standard driveway construction detail.			
	The following note shall be included on all lot drainage studies: "The Engineer of Record certifies that storm water drainage originating or crossing this lot remains within platted drainage easements or public rights of way and that the proposed finished floor elevation is 2 feet above the 100 year storm elevation."			