

Sheeting and Shoring/Retaining Walls 'Non-DR' type DRP Project Design Checklist Item

Group				Basic Plan: (For PM DSD Base Plan)
Intake <input checked="" type="checkbox"/>	Design Review <input checked="" type="checkbox"/>		1	WSSC BL BASE TEMPLATE (WSSC-NonDRP.dwt). Use only for WSSC 'Non-DR' type Developer Relocation Process (DRP) project plan submittals. Ensure the WSSC approval/signature block area location remains unchanged. Ensure plan is legible.
Intake <input checked="" type="checkbox"/>	Design Review <input checked="" type="checkbox"/>		2	WSSC LAYER GUIDELINES. Layers are required for all 'Non-DR' type DRP project plan submittals. Refer to the appropriate WSSC Base Template dependent on project category.
Intake <input checked="" type="checkbox"/>	Design Review <input checked="" type="checkbox"/>		3	WSSC 2020 Civil Drafting Standards. Use 2020 Civil Drafting Standard for all 'Non-DR' type DRP project plan submittals. The plan must be legible and utilize WSSC line-type / line-weight
Intake <input checked="" type="checkbox"/>	Design Review <input checked="" type="checkbox"/>		4	ELECTRONIC FILES. Use the File Naming Convention for all uploaded files. Refer to Applicant Guide.
Intake <input checked="" type="checkbox"/>	Design Review <input checked="" type="checkbox"/>		5	ELECTRONIC FILES. File(s) were uploaded to correct folder(s); drawings/sketch to Drawings Folder and documents to Documents Folder. Refer to Applicant Guide.
Intake <input checked="" type="checkbox"/>	Design Review <input checked="" type="checkbox"/>		6	ELECTRONIC FILES. Files uploaded in the Drawings Folder do NOT contain more than one sheet per file (NOTE: multiple pages/sheets are NOT allowed on file(s) in the Drawings Folder.). Refer to Applicant Guide.
Intake <input checked="" type="checkbox"/>	Design Review <input checked="" type="checkbox"/>		7	FEES - 'Non-DR' type DRP PROJECT DESIGN REVIEW FEE. The 'Non-DR' type DRP project Design Review Fee is due with the first submittal. No more than three (3) formal reviews of the 'Non-DR' type DRP plans/drawings are included in this fee. Refer to current fee sheet for amounts.
Intake <input checked="" type="checkbox"/>	Design Review <input checked="" type="checkbox"/>		8	FEES - 'Non-DR' type DRP PROJECT EXTRA REVIEW FEES. An extra review fee will be charged for each additional (extra) review over the three (3) formal reviews covered under the 'Non-DR' type DRP project Design Review Fee. Refer to current fee sheet for amounts.
Intake <input checked="" type="checkbox"/>	Design Review <input checked="" type="checkbox"/>		9	FEES - PRE-SCREEN RE-SUBMISSION FEE FOR DESIGN REVIEW (Prescreen Review). A fee to recover WSSC costs incurred for processing a prescreen review of a plan review submission and rejecting it for having insufficient information or inadequacies. Refer to current fee sheet for amount.
	Design Review <input checked="" type="checkbox"/>		10	Non-DR' type DRP PROJECT DESIGN CHECKLIST FOR EPLAN REVIEW. Submit a completed copy of the checklist.
Intake <input checked="" type="checkbox"/>	Design Review <input checked="" type="checkbox"/>		11	COMPOSITE PLAN. Provide a composite plan in addition to the normal design plan submission for all plans that the plan view is on more than three (3) sheets. The composite plan must be a separate file uploaded into ePlan Review. Refer to the Applicant Guide for correct file naming convention. This composite plan will aid WSSC in its review of projects.
	Design Review <input checked="" type="checkbox"/>		12	SUPPORT DATA - RECORDED PLAT. Provide a copy of recorded plat(s). If unavailable at submittal time, provide a copy of proposed plat(s).
	Design Review <input checked="" type="checkbox"/>		13	SUPPORT DATA - MNCPPC PRELIMINARY PLAN. Provide a copy of the MNCPPC Preliminary Plan or Detailed Site Plan. NOTE: Will not be available for previously recorded residential properties.
	Design Review <input checked="" type="checkbox"/>		14	SUPPORT DATA - SITE UTILITY PLANS. Provide a copy of all associated proposed site utility (formerly onsite) project plans (if available).
Intake <input checked="" type="checkbox"/>	Design Review <input checked="" type="checkbox"/>		15	SUPPORT DATA - WSSC WATER AND SEWER PLANS. Provide a copy of all existing WSSC contract as-built plans for water and/or sewer mains (plans are acceptable if as-builts are not available) that connect to the proposed 'Non-DR' type DRP plan. Highlight the point(s) of connection. NOTE (1): Always submit the first sheet of contract plan, then provide only the specific sheet(s) of plan and profile applicable for the project. It is not necessary to submit all sheets of the contract plan(s). NOTE (2): Include all proposed facilities. In addition, delineate existing R/W's and show WSSC existing facilities on plan with profile information (if proposed construction impacts existing WSSC facilities). Proposed DR or Relocation plan copy must have the WSSC job number on the plan
Intake <input checked="" type="checkbox"/>	Design Review <input checked="" type="checkbox"/>		15	VICINITY MAP. Show layout of streets clearly; show vicinity map, current ADC map page, and grid number and WSSC 200-foot sheet. Refer to WSSC Base Sheet Template (WSSC-NonDRP.dwt)
Intake <input checked="" type="checkbox"/>	Design Review <input checked="" type="checkbox"/>		16	NORTH ARROW WITH DATUM. The north arrow (generally pointing to top of sheets) with required MD State Plane horizontal datum (NAD 83/91) and vertical datum (NGVD 1929) survey reference shown on each plan view. Refer to the appropriate WSSC Base Template dependent on project category.
Intake <input checked="" type="checkbox"/>	Design Review <input checked="" type="checkbox"/>		17	ENGINEERING FIRM BLOCK. List contact name and contact email address. Refer to the appropriate WSSC Base Template dependent on project category.
Intake <input checked="" type="checkbox"/>	Design Review <input checked="" type="checkbox"/>		18	APPLICANT/DEVELOPER NAME BLOCK. List contact name and contact email address. Refer to the appropriate WSSC Base Template dependent on project category.
Intake <input checked="" type="checkbox"/>	Design Review <input checked="" type="checkbox"/>		19	STREET NAMES. Show on each sheet (plan and profile). Include SHA Route No. Add parenthetical notation (Private Street) to private street name label. Streets and alleys need to be labeled for reference in provided profiles and in DSD's response. Temporary names like "A, B, C" are acceptable if permanent names have not yet been established. Alleys may not need labeled if reference wouldn't be needed. Street names must agree with address assignment or verification documentation approved by MNCPPC.
Intake <input checked="" type="checkbox"/>	Design Review <input checked="" type="checkbox"/>		20	STREET NAMES. Provide County-approved street name on EACH street (plan and profile).

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Intake <input checked="" type="checkbox"/>	Design Review <input checked="" type="checkbox"/>		21	SITE PROPERTY - DESCRIPTION. Show property description - lot and parcel numbers and block numbers on each sheet.
	Design Review <input checked="" type="checkbox"/>		22	PROPERTY OWNER INFORMATION. Show property owner name and address along improved roads and outfalls. Show existing houses. Show on each plan view.
Intake <input checked="" type="checkbox"/>	Design Review <input checked="" type="checkbox"/>		23	P.E. CERTIFICATION STATEMENT. A Professional Engineer registered in the State of Maryland Professional Certification Statement on all sheets. Need seal prior to Batch Stamp and sign prior to WSSC signing. Refer to Applicant Guide.
	Design Review <input checked="" type="checkbox"/>		24	PROPERTY LINES. Show all property lines. Draft property lines according to 2020 Civil Drafting Standards.
	Design Review <input checked="" type="checkbox"/>		25	PUE. Show the location of PUE's on plans and/or dry utility info.
	Design Review <input checked="" type="checkbox"/>		26	WSSC EASEMENTS AND CONSTRUCTION STRIPS. Property shown and described.
Intake <input checked="" type="checkbox"/>	Design Review <input checked="" type="checkbox"/>		27	SURVEY INFORMATION. Show at least 3 coordinate grid ticks on each sheet according to NAD 83/91. Verify orientation with north arrow and check coordinate numbers against each other. Ensure the coordinates are in the following range: $316,000 \leq \text{Northing} \leq 616,000$ and $1,160,000 \leq \text{Easting} \leq 1,407,000$.
Intake <input checked="" type="checkbox"/>	Design Review <input checked="" type="checkbox"/>		28	SURVEY INFORMATION. Show proposed grading, preferably in 5' intervals. Show spot elevations at high and low points
	Design Review <input checked="" type="checkbox"/>		29	SURVEY INFORMATION. Provide 2 (two) test pits at least to locate each existing Pipe lines. Show in plan location of test pit log.
	Design Review <input checked="" type="checkbox"/>		30	NON-DR NOTES. WSSC takes no responsibility for the accuracy of "as-built" information provided by WSSC or any deviations from design plans of existing pipelines. The Designer may use this information as they desire but is responsible for determining if any changes have been made to the original design of the existing pipeline, performing test pits and field surveys to verify if they plan to utilize this information, and for adjusting their design accordingly. WSSC does not provide any warranty or any assurances that any information provide is accurate and/or up to date.
	Design Review <input checked="" type="checkbox"/>		31	EXISTING FACILITIES. Indicate existing paving and label: concrete or asphalt, e.g.
	Design Review <input checked="" type="checkbox"/>		32	EXISTING FACILITIES. Research WSSC files and contact utility companies for telephone conduit, electric conduit, gas companies and any other utilities. Show all existing nearby structures, highways, and above/under ground utility installations. Support utility plans must be dated within 6 months of plan approval.
	Design Review <input checked="" type="checkbox"/>		33	EXISTING FACILITIES. Show on plan all Existing Water Mains. Label main as depicted in GIS (Indicate contract number under which built (year built)): Indicate type and size of existing pipe, if PCCP, indicate (Lock Joint Number and Type), from field survey, WSSC As- built and plumbing connection records.
	Design Review <input checked="" type="checkbox"/>		34	EXISTING FACILITIES. Show on plan all Existing Sewer Mains. Label main as depicted in GIS (Indicate contract number under which built (year built)): Indicate type and size of existing pipe, if PCCP Force Main, indicate (Lock Joint Number and Type), from field survey, WSSC As- built and plumbing connection records.
	Design Review <input checked="" type="checkbox"/>		35	EXISTING FACILITIES. Existing Water and Sewer structure labeled with WSSC GIS Number and size
	Design Review <input checked="" type="checkbox"/>		36	PLAN VIEWS. Show all proposed water and sewer structures and other proposed structures (including services connections) within/adjacent to site (i.e., proposed utilities, paving limits, structures, etc.)
Intake <input checked="" type="checkbox"/>	Design Review <input checked="" type="checkbox"/>		37	PLAN VIEWS. Show DPS Permit Number on the plans.
	Design Review <input checked="" type="checkbox"/>	EESD Review <input checked="" type="checkbox"/>	38	PLAN VIEWS. Show Extent of tiebacks and/ or other Support of Excavation (SOE) system
	Design Review <input checked="" type="checkbox"/>	EESD Review <input checked="" type="checkbox"/>	39	PLAN VIEWS. Show Location of excavation zone of influence
	Design Review <input checked="" type="checkbox"/>	EESD Review <input checked="" type="checkbox"/>	40	PLAN VIEWS. Show Location of retaining wall, footer and zone of influence
	Design Review <input checked="" type="checkbox"/>	EESD Review <input checked="" type="checkbox"/>	41	PLAN VIEWS. WSSC will provide the allowed minimum horizontal separation between the water/sewer pipeline parallel or adjacent to the proposed retaining wall/sheeting and shoring to minimize the impact during construction, maintenance and failure of the pipeline.
	Design Review <input checked="" type="checkbox"/>	EESD Review <input checked="" type="checkbox"/>	42	PLAN VIEWS. If Shutdown will be Required by WSSC. Show Valves Needed for the Shutdown on the plan.
	Design Review <input checked="" type="checkbox"/>	EESD Review <input checked="" type="checkbox"/>	42	CROSS SECTIONS. Cross Sections of all sides fronting public space and that Impact Water and Sewer Structures.
	Design Review <input checked="" type="checkbox"/>	EESD Review <input checked="" type="checkbox"/>	43	CROSS SECTIONS. Cross Sections of all sides fronting public space and that Impact Water and Sewer Structures.
	Design Review <input checked="" type="checkbox"/>	EESD Review <input checked="" type="checkbox"/>	44	CROSS SECTIONS. Show existing/ proposed WSSC Structures with elevations.

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	Design Review <input checked="" type="checkbox"/>	EESD Review <input checked="" type="checkbox"/>	45	CROSS SECTIONS. Show elevations for top and toe of the sheeting/retaining wall.
	Design Review <input checked="" type="checkbox"/>	EESD Review <input checked="" type="checkbox"/>	46	CROSS SECTIONS. Show the elevation for the bottom of excavation.
	Design Review <input checked="" type="checkbox"/>	EESD Review <input checked="" type="checkbox"/>	47	CROSS SECTIONS. Dimensions between WSSC structures and property line.
	Design Review <input checked="" type="checkbox"/>	EESD Review <input checked="" type="checkbox"/>	48	CROSS SECTIONS. Proposed Support of Excavation (SOE) system.
	Design Review <input checked="" type="checkbox"/>	EESD Review <input checked="" type="checkbox"/>	49	CROSS SECTIONS. Dimension between tieback and nearest WSSC structures.
	Design Review <input checked="" type="checkbox"/>	EESD Review <input checked="" type="checkbox"/>	50	CROSS SECTIONS. The zone of influence line from the bottom of excavation.
	Design Review <input checked="" type="checkbox"/>	EESD Review <input checked="" type="checkbox"/>	51	CROSS SECTIONS. The zone of influence line from the bottom of the retaining wall footer
	Design Review <input checked="" type="checkbox"/>	EESD Review <input checked="" type="checkbox"/>	52	CROSS SECTIONS. Dimensions between WSSC structures zone of influence line.
	Design Review <input checked="" type="checkbox"/>	EESD Review <input checked="" type="checkbox"/>	53	PROFILE. Show existing/ proposed WSSC Structures with elevations.
	Design Review <input checked="" type="checkbox"/>	EESD Review <input checked="" type="checkbox"/>	54	PROFILE. Show existing/ proposed grading
	Design Review <input checked="" type="checkbox"/>	EESD Review <input checked="" type="checkbox"/>	55	PROFILE. Show top and toe of the sheeting/retaining wall.
	Design Review <input checked="" type="checkbox"/>	EESD Review <input checked="" type="checkbox"/>	56	PROFILE. Show on each sheet (plan and profile). Include SHA Route
	Design Review <input checked="" type="checkbox"/>	EESD Review <input checked="" type="checkbox"/>	57	DOCUMENTATION CHECKLIST. Design Plans
Intake <input checked="" type="checkbox"/>	Design Review <input checked="" type="checkbox"/>	EESD Review <input checked="" type="checkbox"/>	58	DOCUMENTATION CHECKLIST. Geotechnical Report (EESD)
Intake <input checked="" type="checkbox"/>	Design Review <input checked="" type="checkbox"/>	EESD Review <input checked="" type="checkbox"/>	59	DOCUMENTATION CHECKLIST. Loading Analysis of Existing WSSC Structures Submittal. See WSSC PDM Part Three, Section 11 (EESD)
Intake <input checked="" type="checkbox"/>	Design Review <input checked="" type="checkbox"/>		60	DOCUMENTATION CHECKLIST. MOCO DPS Permit Applications (Sheeting, Shoring, and Underpinning). <u>NOTE: MoCo DPS verify WWSC approval letter before issue permit.</u>
	Design Review <input checked="" type="checkbox"/>		61	<p>GENERAL NOTES (BASE SHEET):</p> <ol style="list-style-type: none"> 1 WSSC MUST BE NOTIFIED THREE (3) BUSINESS DAYS PRIOR TO BEGINNING ANY WORK IN THE VICINITY OF WSSC STRUCTURES. CONTACT WSSC CONTRACT MANAGER XXXXX.XXXXXX@WSSCWATER.COM (FOR PCCP ADD DSD PROJECT MANAGER XXXXX.XXXXXX@WSSCWATER.COM, SCD KAREN.WRIGHT@WSSCWATER.COM AND WCAS ARTURO.ACEVEDO@WSSCWATER.COM) 2 COORDINATE THE SHUTDOWN OF THE WATERMAIN A MINIMUM OF 30 DAYS IN ADVANCE OF WORK WITH WSSC SYSTEMS CONTROL DIVISION (KAREN WRIGHT @ 301-206-8416), UTILITY SERVICES DIVISION MANAGER (PROVIDE APPROPRIATE NAME & PHONE HERE), AND WSSC CONTRACT MANAGER (PROVIDE APPROPRIATE NAME & PHONE HERE)

<u>Under GCO</u>				<u>Special Notes</u>
Review				
Design Review <input checked="" type="checkbox"/>			62	(1) Sheeting and shoring, or retaining wall plans are reviewed by WSSC at the request of Montgomery/Prince George County as part of the county's permit application process. WSSC's review of the plans does not constitute issuance of a permit to perform sheeting and shoring, or retaining wall operations.
Design Review <input checked="" type="checkbox"/>			63	(2) The applicant is solely responsible for any and all damage to WSSC facilities or any interruption in service caused by or resulting from any activity associated with the applicant's sheeting and shoring, or retaining wall operations. In exchange for WSSC's approval of the applicant's sheeting and shoring, or retaining wall plans, applicant acknowledges and agrees that it shall repair or replace, at no cost to and to WSSC's complete satisfaction, any and all WSSC facilities damaged during the applicant's sheeting and shoring, or retaining wall operations. The applicant further acknowledges and agrees that it shall restore any interruption of service at no cost to and to WSSC's complete satisfaction.