



Checklist #1

Site Plan Map Requirements

Erosion Control Plan Requirements

For All Sites

All items on this list are required for all Erosion Control and Storm Water Management Permit Applications. Additional items must be shown on erosion control plans for sites that disturb 1 Acre or more (see Checklist #2) and storm water management plans (see Checklist #3). A site plan map and supporting data of site conditions at a scale of 1 inch equals no more than 100 feet (unless otherwise noted) shall delineate or display the following applicable items.

The following existing and proposed site features must be provided for all permit applications. Items listed below must be shown on the site and within an appropriate distance in each direction of the site boundaries.

- 1. Development title, graphic scale and north arrow;
- 2. Property location description by public land survey system (1/4 section, section, township, range, county);
- 3. Location map (smaller scale) showing the site location within a public land survey section or subdivision, oriented the same as par. 4 below;
- 4. Ownership boundaries, bearings, lengths and other survey references that will accurately identify the site location for all land divisions;
- 5. Lot numbers and dimensions, including outlots for all land divisions;
- 6. Name and complete **contact information** for the applicant, landowner, developer and project engineer or planner;
- 7. Surveyor's certificate, signed, dated and sealed for all land divisions;
- 8. Sheet numbers and **revision dates** on every page;
- 9. Existing **site topography** at a contour interval not to exceed 2 feet, including **spot elevations** for physical features such as storm sewers (invert elevations), retaining walls, road and ditch centerlines and topographic high and low points;
- 10. Location and name, if applicable, of all lakes, streams, channels, ditches and other **water bodies** or areas of **channeled flow** on or adjacent to the site;
- 11. Location and name, if applicable, of all **wetlands** and identification of source of delineation. For final land divisions, these boundaries shall be field verified;
- 12. Boundaries of **shoreland zones** and the ordinary high water mark (OHWM) for any navigable water body. For final land divisions, the OHWM boundaries shall be field verified;
- 13. Boundaries and elevation of the **100-year floodplains, flood fringes and floodways**. For final land divisions, these boundaries and elevations shall be field verified.
- 14. Boundaries and soil symbol for each **soil mapping unit** and the identification of all **hydric soils** and defined by the USDA-Natural Resources Conservation Service;
- 15. Locations of all soil borings and **soil profile evaluations** with unique references to supplemental data report forms;
- 16. Location of **primary and secondary environmental corridors**, as defined by the Southeastern Wisconsin Regional Planning Commission. For final land divisions, these boundaries shall be field verified;

- 17. Location and description of **isolated natural area** boundaries as defined by the Southeastern Wisconsin Regional Planning Commission, **woodland areas**, as defined in the storm water ordinance and other **vegetative cover types**;
- 18. Location and descriptive notes for **existing and proposed structures** within 50 feet of the property boundaries and their proposed use, including, but not limited to, buildings and foundations, roads, parking areas, fence lines, access lanes, culverts (include size and type), above ground utilities and retaining walls;
- 19. Location and descriptive notes for other known existing site features including, but not limited to, rock outcrops or other karst features, tile drains, buried utilities, dumps, landfills, manure or other waste storage facilities;
- 20. Boundaries and descriptive notes for all applicable setbacks and for "protective areas" (see ordinance or Checklist #3 for more information);
- 21. Location and descriptive notes for any existing or proposed easements, right-of-ways, vision corners or other known site restrictions. Road right-of-ways and building setbacks shall be in compliance with all applicable administrative codes, adopted plans and ordinances;
- 22. Location and descriptive notes for existing and proposed public dedications of parcels or right-of-ways;
- 23. Location and descriptive notes for preplanned building sites, when limited by site features;
- 24. Location and documentation of any existing well and delineation of any applicable regulatory setbacks, in accordance with ch. NR 811 and 812 Wis. Admin. Code;
- 25. Notes describing source documents, date and measure of accuracy for all applicable mapping features noted above;
- 26. A narrative describing the proposed land disturbing activity, construction timeline and sequencing temporary BMP's to be used to minimize off-site impacts during the construction phase, and proposed methods to stabilize the site following construction.
- 27. A scaled map or plan showing the location of the proposed land disturbance, direction of flow for runoff entering and leaving the disturbed area, upslope drainage area (if known), proposed BMP's existing and proposed slopes, ground cover, drainageways, trees, utilities and other structures within 50 feet of the proposed disturbance.
- 28. Name, address and daytime phone number of the person(s) charged with installing and maintaining all best management practices.
- 29. For underground utility installations, the plans must delineate where utilities will be installed, show the location of the open cut and the topography in the area, and list the total lineal feet to be installed and the lineal feet that will be done by open cut.
- 30. Other site information that the Village of Mukwonago determines is necessary to administer this ordinance.

***NOTE: If necessary, items should be displayed on more than one map to ensure clarity. Each map must include proposed structures, setbacks, easements, right-of-ways, etc.**