



# ALLEGANY COUNTY, MARYLAND

701 Kelly Road, Cumberland, MD 21502

**Department of Planning & Growth**  
 (301) 777-5951  
 Fax (301) 722-2467

**Department of Public Works**  
 (301) 777-5933  
 Fax (301) 777-2001

## CONCEPT PLAN CHECKLIST

The following checklist was developed by Allegany County to assist with the preparation of a **(Phase I) Concept Plan** to be submitted for review. This checklist must be completed and included with the Concept Plan submittal. Utilizing this checklist will support completeness and uniformity in Concept Plan preparation, which will expedite the plan review and permit issuance process. Not all items on this checklist will be applicable for each and every project, in which case the “N/A” box should be checked. **Items which are checked “No” should include a written response explaining the reason for the deviation from requirements. Items which are checked “Yes” should include a reference sheet or page number where the information may be found.**

Date:			County Plan #:	
Development/Project Name:				
Development/Project Location:				
Owner/Developer:			Phone #:	
Consultant:			Phone #:	
Yes	No	N/A	GENERAL INFORMATION	REF PAGE / SHEET NO.
			This Checklist completed and included with submittal	
			Minimum seven (7) copies Plans and three (3) copies Report enclosed	
			Lot of record or subdivision plat prepared/approved	
			Seal of licensed design professional	
			Maryland professional certification	
Yes	No	N/A	CONCEPT PLAN MAP	REF PAGE / SHEET NO.
			<b>General Information</b>	
			Certification: Field Verification of Map by Project Engineer	
			Drawings furnished on 24” x 36”	
			Title block includes: project name, date, property owner w/ address, consultant w/ address	
			Vicinity/location map w/ north arrow showing major roads and landmarks in proximity	
			Scale 1” = 50’ or larger	
			North arrow	
			Zoning district(s) indicated w/ boundary shown if applicable	
			Election district(s) indicated w/ boundary shown if applicable	
			Liber/folio, parcel #, tax map, size of lot and owner of subject and adjoining properties	
			Boundary bearings and distances for all lot lines	
			Show all recorded easements and rights-of-way including: road/utility/slope/drainage	
			Locate/identify all roads by common name and Route #, as applicable	
			Setbacks from rights-of-way, lot lines and other structures	

Yes	No	N/A	CONCEPT PLAN MAP (continued)	REF PAGE / SHEET NO.
			<b>Existing Natural Features</b>	
			2 ft. contours	
			Soils/Geology (per Web Soil Survey and/or Soils Investigations)	
			<ul style="list-style-type: none"> <li>• Soil type and Hydrologic Soil Group (HSG)</li> <li>• Infiltration rate(s)</li> <li>• Depth to seasonal high water table</li> <li>• Depth to restrictive layer (bedrock, fragipan, etc.)</li> <li>• Highly erodible soils</li> <li>• Karst geology</li> </ul>	
			Steep slopes (>25%)	
			Conservation areas	
			Drainage basin boundaries	
			Waterways (perennial, intermittent & ephemeral streams/drainageways; label names & direction of flow)	
			Waterway Setbacks (25 ft. from stream centerline or 50 ft. from top of bank if basin >400 ac.)	
			FEMA 100-year floodplain boundary mapped (graphical and by elevation, as applicable)	
			FEMA FIRM Panel – indicate community #'s w/ effective date	
			FEMA floodway boundary mapped (graphical and by elevation, as applicable)	
			Allegany County Perdum & Jeschke Study (Sept. 1986) floodplain boundary mapped, as applicable	
			Wetlands (NWI Mapped, Survey/Determination by qualified professional)	
			Wetland Buffers (25 ft.)	
			Springs/Seeps	
			Vegetative cover	
			<b>Existing Development / Past Disturbance</b>	
			Impervious surfaces (buildings, roads, parking areas, etc.)	
			Utilities	
			Previous mining activity identified by Bureau of Mines	
			<b>Proposed Development</b>	
			Preliminary Limits of Disturbance	
			Approximate location of impervious surfaces (buildings, roads, parking areas, driveways, etc.)	
			Approximate location of utilities	
			Preliminary location of ESD practices	
			Stable conveyance at potential outfall locations	
			<b>Proposed Road Criteria</b>	
			Preliminary horizontal geometry w/ right-of-way	
			Preliminary vertical geometry (if cut/fill exceeds 5 ft.)	
			Preliminary typical roadway cross section	
			Proposed road meets County standards	
			Proposed road to be accepted into County maintenance	

Yes	No	N/A	CONCEPT PLAN REPORT	REF PAGE / SHEET NO.
			Description of project (background, purpose, other relevant info.)	
			Description of <u>all</u> natural features and their source	
			Documentation of soils/subsurface investigation	
			Assessment of soil suitability for infiltration based on soils/subsurface investigation	
			Description of how the design will achieve:	
			• Natural resource protection/enhancement	
			• Maintenance of natural flow patterns	
			• Minimization of impervious surfaces	
			• Integration of SEC into SWM strategy	
			• Implementation of ESD to MEP	
			Calculations to support feasibility of proposed ESD practices (Areas, Volumes, etc.)	
			Indicate coordination underway w/ MDE for Waterway Construction Permit, as applicable	
			Address/acknowledge whether MDE NPDES permit for construction activity > 1 acre will be needed	