

CITY OF ALLEN RESIDENTIAL DEVELOPMENT PROJECT PRE-CONSTRUCTION CONFERENCE CHECKLIST

DAT	E:	PROJECT:						
TIME:		LOCATION:						
		MAY NOT BE ALL II DARDS AS PER THI				RESPONSIBILITY TO CODE.		
1.	Final Plat of p	oroperty: Approved _	Record	ded	-			
2.	Offsite Easen	nents: Drainage Storm	Power _ Water	Telep Waste	ohone e Water	Access		
3.	Permits: Rai	Iroad	Highway	Othe	r			
4.	Public utility	conflicts: Electric	Gas_	Telepl	hone	Other		
pern All C The	ertificates of following mus Utility installa Grass establi	Insurance should r	reflect the City qualify for City a	of Allen as add acceptance (Co 5. Landscapin 6. Dumpster ii	ditionally in ertificate og/irrigation in spection	f Occupancy):		
		ovements/restoration				•		
	Development	rading Permit \$50.00 t Permit \$100.00 ee @ 3.2% = \$			/ /	N/A		
	Roadway Impad Fee schedules a	npact Fees are Due a ct Fees are Due at the and structure can be f partment Page – Land	e time of Building found on the City	Permit Applicat Website <u>www</u>	ion. .CityofAllen.	org - Grand		

APPROVED PLANS, SPECS, AND DETAILS ON PROJECT AT ALL TIMES

5.	Paving	contractor: Ins. Cert						
		Subcontractor: Ins. Cert						
		Sidewalk Contractor: Ins. Cert						
		Testing Lab:						
		Test cylinders every 150 CY - Received after each break (3600 psi, 28 day) (Set of three every 25 CY on sidewalk – 3000 psi)						
		Copies of reports to City Inspector (attn:) and						
		Building & Code Department (attn: <u>Leah Klassen</u> <u>lklassen@cityofallen.org</u>) At end of project – ALL lab reports to be submitted on CD/DVD.						
	A. Batch design (plant or ready mix) Location Permit for batch plant-temporary from city							
	_	Permit for batch plant-Texas Air Control Board						
	В.	Subgrade: Lime stabilization required under fire lanes and within street right-of-way (6" thickness @ 36#/SY)						
	C.	Forming of pavement: Hand-pour Slip Form						
		Pavement thickness (verification by coring every 400 LF):						
		PRIVATE 5" 6" 7" 8"						
		FIRELANE 6" 7" 8" 9"						
		ROADWAY 6" 7" 8" 9"						
		APPROACHES 6" 7" 8" 9"						
		Reinforcement = #3 on 18" c-c						
	D.	Once existing curb has been sawcut and removed, contractor has 14 calendar days to replace						
		pavement in the approach. Penalty for any delay past 14 days will be \$500/day charged to						
		the owner of the project, payable prior to final acceptance.						
	E.	Driveway approaches and handicap ramps MUST be built according to city details.						
		Sidewalks are 5' on thoroughfares.						
		Note: Trail Standards are inspected by the Parks & Recreation Department (call						
		Robert Ferron 469-247-6023 for inspection of Parks Dept. Trail)						
	F.	Inlet bottoms installed before paving and protected before liming operations begin						
	G.	All valves shall be operable before liming and paving operations begin						
		The same of the same assets and the same of the same and the same of the same						
6.	Utility	Contractor: Ins. Cert						
0.	•	Subcontractor: Ins. Cert						
		Subcontractor: Ins. Cert						
		Testing Lab for trench backfill:						
		No rock larger than 6" compacted to 95% under paving or 90% outside of paving.						
	Moisture - (-2% to + 4%) Backfill Density – every 150 LF							
	Tranch	Safety Program and letter of competent person: in hand needed						
	Hench	Safety Program and letter of competent person. In hand needed						
7.	Storm	Sewer (Drainage)						
7.								
	A.	Off-site lines Easements Provided? Yes / No						
	B.	Embedment of pipe section as per details Preinage structures 2400 psi test cylinders every 25 years.						
	C.	Drainage structures - 3600 psi, test cylinders every 25 yards						
	D.	All storm sewer shall be TV inspected						

8.	Wate	r Utilities					
	A.	Off-site lines Easements Provided? Yes / No					
	B.	Embedment of pipe section as per details					
	C.	Gate valves to be resilient seat. Operation of existing valves to be done by City					
	D.	Pipe material: 6" & under DR 14; 8" & over DR 18; Other					
	E.	Testing pressure 150 psi 4 hrs. Bacteriological samples are collected by the City of Allen Water					
		Department and taken to NTMWD.					
	F.	Pull a swab					
	G.	Brass fittings to be compression					
	H.	All fittings shall be domestic and fully restrained					
	1.	Location of meter boxes as per details					
	J.	Touch pad water meter cans are required					
	K.	Water meters to be bought from CoA Utilities Department upon payment of impact fees					
	L.	Polyethylene will be utilized for water services 2" and under					
	M.	Blow-off water must be metered (attached worksheet required to be completed by contractor)					
		~ Contractor not charged for water used to charge and flush the line ~					
9.	Waste	e Water Utilities (Sanitary Sewer)					
	A.	Off-site lines required Easements Provided? Yes / No					
	B.	Embedment of pipe section as per details					
	C.	Pipe materials: SDR 35 Other					
	D.	Installation of false bottoms in MHs by					
	E.	Manholes pre-cast Pour in place 4000 psi					
		Test cylinders required on every third manhole					
	F.	All manhole lids are 30"					
	G.	Testing mandrel air TV Vacuum					
	Н.	All sanitary sewer services shall be camera inspected prior to acceptance of the main. See City					
		of Allen detail online regarding service line testing.					
	I.	All sanitary sewer pipe will be TV inspected at the end of 20 months to confirm					
		compliance with City of Allen standards.					
10.	Retai	ning/Screening Wall Contractor Ins. Cert					
	A.						
	B.	All screening walls will be installed per Allen Land Development Code and may be considered a					
		"special inspection" by the Building & Code Dept. This requires that an engineer inspect the					
		facility during construction and confirm in writing that the work complies with the design. Letter					
		must be sealed by an engineer and submitted to Building & Code (attn: Leah Klassen)					
11.	Erosio	on Control Items					
	A.	Erosion Control Plan approved by City Engineer					
	B.	Storm Water Pollution Prevention Plan submitted by Contractor/Developer					
	C.	NOI must be on-file (if > 5 acres)					
	D.	Notice of Construction MUST be posted on-site and accessible by general public					
	E.	P2 filters required in all areas with public traffic					
	F.	Sawcut water shall be vacuumed					
	G.	Designated concrete washout pit required					
	H.	Erosion control will be inspected daily, after every rain event, and addressed for					
		effectiveness.					
12.	Safe	ty Rules and Regulations are the Contractor's obligation to be observed for Traffic and					
		A Requirements on all construction of this project. The contractor shall be responsible					
		ee that any and all provisions of the various regulations are met and compliance is					

obtained.

- Maintenance Bond required by the city 2 years, 10%. The maintenance bond MUST be for the 13. entire project and from only the developer or general contractor (i.e. not separate for each trade – paving, utility, earthwork, etc.) All inspections to be coordinated by Parks and Engineering. Contractor must contact both for any 14. inspection purposes. Contractor must have approval from both prior to job acceptance. Record plans are the responsibility of the contractor. The Engineer will use furnished information in 15. order to complete the Record Plans. Electronic copy in dwg (autocad) and tiff files, 1 mylar to the City. 16. Traffic related items A. Traffic Control Plan B. Sign standards – see details online _____. Request for Saturday work 17. Construction inspection by forms and payment to be submitted by 9:00 AM the Thursday prior. 18. Emergency phone numbers: See Attached List(s) Paving: **Utility**: Office _____ Office _____ After hours _____ After hours _____ Erosion Control: Earthwork: Office _____ Office _____ Supt. _____ Supt. _____ After hours After hours Engineering contact for any requests and **ALL** changes to plans or specifications: 20. Name: Chris Flanigan Phone Number: 214-509-4578 21. Parks contacts Phone: <u>214-509-4721</u> Trail and Park Development Issues: Matt McComb Tree Permitting/Tree Mitigation/Landscape Inspections: <u>Jesse Simmons</u> Phone: <u>214-509-3330</u> Tree Removal Permit No.: _____ **Tree Removal permit to be on-site at all times. 22. Streetlights
- 22. Streetlights
 Streetlights will be permitted and inspected through the Building & Code Department.
 See City of Allen detail online regarding disconnect switch placement.



ALLEN FIRE DEPARTMENT

Plan Review Submittal Form and Permit Application

All information must be provided or application will be rejected.

This is an application for permit only. Permit is not issued until plan approval is given by the Fire Marshal's Office and approved plans, permit and any plan review comments are in the possession of the contractor and on the job site.

Work done prior to such approval shall be subjected to a stop-work order and fines.

Building Permit Number:		_			
1 st Submittal Date:		Re-submittal Date:			
Project Name:			Type:		
Project Address:		Suite:	Zip Code:		
Submitting Contractor:					
Contact:		Phone Number:			
Place an "X" by Plan Ty	vpe:				
☐ Fire Sprinkler System Square Footage (Fire Sp		rm System n Systems):			
Permit Fees for Fire					
0-100,000 Square Feet		f building area (minimum of \$			
100,001 - 300,000	\$2000 for first 100,000	0 square feet Plus 0.017 for	each additional square foot or fraction thereof		
300,001 +	\$5400 for first 300,000	O square feet Plus 0.01 for 6	each additional square foot or fraction thereof		
☐ Access Control Syste \$60.00 per permit ☐ Hood System # of system		Underground Fire Main # of Mains \$60.00 Per Main			
\$60.00 per system	stems	Flammable / Combustible Liquids # of tanks \$160.00 for first tank, \$60.00 each additional tank			
Flammable / Combus \$60.00 per permit	stible Liquid(s)	Gate Access System \$60.00 per permit	Secondary Gate Access \$30.00 per permit		
Flow Test \$60.00 per request		Fire Pump \$60.00 per permit	FM 200 System \$60.00 per permit		
☐ Fire Lane Modification / Alterations \$60.00 per permit		Fire Lane Traffic Cont \$60.00	rol Device		
TOTAL FEE: \$					
 Three (3) sets of plans and one (1) submittal / specification book and fire alarm or sprinkler hydraulic calculations will be required. Permit fees shall be paid in full at time of submittal. Contact person will be notified upon completion of plan review. Work on any job, requiring a permit, prior to the issuance of a permit will result in a stop-work order and fine that must be paid prior to the releasing of a permit, or prior to any inspections being performed. A COPY OF THE PERMIT SHALL BE KEPT ON SITE AND POSTED AS DIRECTED ON THE PERMIT. FAILURE TO POST THE PERMIT, APPROVED PLANS AND THE PLAN REVIEW SUMMARY FROM THE FIRE MARSHAL'S OFFICE WILL CONSTITUTE WORKING WITHOUT A PERMIT. 					
Signature		Date			
For Department Use Only:		AFD Permit #:			

ALLEN FIRE DEPARTMENT PRE-TEST CERTIFICATION / INSPECTION REQUEST

FAX (214) 509-4410 310 Century Parkway Allen, Texas 75013

A pre-test of any system regulated by the Fire Department and that requires acceptance testing or inspection shall be performed with out failure. Once the pre-test has been performed, this certification form shall be submitted to the Allen Fire Department's Fire Inspector prior to the scheduling of any inspections for the regulated system. Note: The Fire Department does not perform partial inspections. Inspections shall be scheduled a least 48 hours in advance.

Please fill out the information completely.

Inspection shall be scheduled only after receipt of this document and must be scheduled 48 hours in advanced.

Fire Department Permit Number:	
Project Name:	
Inspection Address:	
Type of Test:(Sprinkler Visual, Fire Alarm,	Access Control etc.)
Date Pre-Tested:	Access Control, etc.)
Contractor Company Name:	
Contractor Contact Person:	
Contractor Contact Number:	
Inspector to call you and set up an inspec	v
or inspect at the time scheduled with the Fire Depar	formed at the above location for the above named g of the system. I also attest that the system will be any failures to the system or not being ready to test
Contractor Signature:	Date:



ENGINEERING DEPARTMENT PROJECT CHECKLIST

(To be completed PRIOR to final walk through)

		DF ALLEN PROJECT:	
IN THE	PR	S LIST IS NOT INTENDED TO BE ALL INCLUSIVE OF OUTSTANDING ITEMS; IT IS MEANT AS A GUIDE TO ASSIST ROCESS OF REACHING FINAL ACCEPTANCE BY CITY STAFF. EACH ITEM SHOULD BE INITIALED BY THE FOR AND THEN SIGNED AND DATED ON EACH PAGE BEFORE FORWARDING TO THE ENGINEERING INSPECTOR.	
		GENERAL:	
l.	1	All fees are paid.	
II.	1.	AS BUILTS:	
	1.	Provide as-builts (one mylar, and an electronic version in AutoCAD and .tif format).	
		Provide maintenance bonds.	
III.		FRANCHISE UTILITIES:	
	1.	Electric (100% installed)	
	2.	Gas (100% installed)	
	3.	Phone (100% installed)	
	4.	Cable TV (100% installed)	
IV.		EROSION CONTROL:	
	1.	Silt fence has been maintained.	
	2.	Curlex along parkways and channels/swales/ponds and medians.	
	3.	Seeding parkways.	
	4.	Re-vegetate the off-site easements and install permanent erosion control matting.	
	5.	Install inlet protectors to COG specs in front of inlet boxes.	
V.		STREET LIGHTS:	
	1.	Installed and operable.	
VI.		SIDEWALKS:	
		Barrier free ramps – poured and painted.	
		Thoroughfare and common areas with 5' sidewalk.	
	3.	All barrier free ramp sidewalks installed prior to release of subdivision or commercial property.	
	4.	Areas surrounding screening walls will be cleaned if the wall is installed after subdivision acceptance is granted.	
VII.		STORM:	
	1.	Clean and grout all drainage structures.	
	2.	TVing after franchises and utilities are completed.	
	3.	Rip Rap on top of headwall & downstream of headwall outlet.	
	4.	Drainage swales/channels graded to specs.	
	5.	Any field joints on storm sewers to be inspected prior to pouring.	

DEVELOPER REPRESENTATIVE'S INITIALS DATE _____

VIII.		PAVING:				
	1.	Prior to pouring of concrete, call for inspection of sub-base, forms and reinforcement.				
	2.	Lab reports received. (Density, concrete strength/psi, subgrade)				
	3.	3. Pavement cored & reported. (see preconstruction list for more info)				
	4.	4. All joints sealed.				
	5.	All cracks grouted & sealed.				
	6.	Streets are swept & cleaned.				
	7.	All guardrails & barricades must be properly installed & marked.				
	8.	Check pavement for water pockets or holding water.				
	9.	Traffic signs and buttons have been installed.				
	10.	Median paving stones have been installed.				
	11.	Repair all curbs and pavement defects.				
	12.	Backfill all parkways and medians to grade.				
IX.		SEWER LINES:				
	1.	Manholes set to grade with grade rings, cleaned and grouted.				
	2.	Cleanouts set to grade, cleaned & capped.				
	3.	Pressure test on sewer line.				
	4.	Re-air test sewer lines, AFTER franchise utility installation.				
	5.	Curb marked for manholes (MH green), curb marked for sewer service (3" double notch green), curb marked for cleanouts (CO green).				
	6.	Adjust MH's & COs 1" above surrounding sod when in parkway.				
	7.	Match MH's & COs to paving or sidewalk.				
	8.	Lab reports on back fill densities.				
	9.	Primary TV test the sewer lines. Air test and mandrel through sewer lines.				
	10.	Vacuum test the MHs.				
Χ.	-	WATER LINES:				
	1.	Blow-offs and air release assembly as per specifications.				
	2.	Are all valves operable and to grade.				
	3.	Pads poured around valve stacks at finished grade.				
	4.	Valves no deeper than 4' without extension.				
	5.	5. Services to proper grade and operable ensuring that water flows through the line.				
	6.	distance from curb 2' to 4' and not in the sidewalk. Curb marked for valves (blue V notch), services (3" long straight notch blue), and blue reflector buttons				
	7.					
	8.	for FHs.				
	-	Lab reports on back fill densities for water lines and services.				
	_	Lab reports on water quality (NTMWD bacteriological).				
	<u> </u> 11.	Pressure test of water line & bacteriological (samples).				
		DEVELOPER REPRESENTATIVE'S INITIALS DATE				

	WAT	ER LOSS	WORK	SHEET	
System I	Project: _ Designation Within Project: _	New Waterline Flu			(i.e. line A-2)
1	Number of Mete (Note: Contractor shall provide of meter from one blow-off to	one, new meter on a			may require relocation
2	Date: Time Flushing Begins :	example 8:35:05	AM / PM Meter Read	ing at Beginning :	(A)
3	Date: Time Flushing Ends :	example 17:35:05	AM / PM Mete	r Reading at End :	(B)
4	exam	Total Gallons Use		(B – A)	(c)
5	(Note: verify all bleeder lines a		Bleeder Lines: ets – for example	example 6 , all 2" curb stops)	(D)
6	ехат	Actual Volume of ole (13566 x 6) = 81,3		(C x D)	
	RETURN FO	RM TO ENGINEERI	NG DEPT. PROJI	ECT MANAGER	