

OTTAWA COUNTY DRAIN COMMISSION

SITE CONDOMINIUM CONSTRUCTION/FINAL APPROVAL

CHECKLIST FOR \_\_\_\_\_

Preliminary Approval (\_\_\_\_ / \_\_\_\_ / \_\_\_\_)

Construction Plan Review Fees (25¢ per foot, open drain & swales; 60¢ per foot, enclosed drain & basin)

Soil Borings Information (when necessary)

Drainage Calculations

Two sets of Construction Plans, include the following:

Project Name

Location Map

Township, Section, Quarter Section

Label neighboring properties

Signed Engineer's Seal

Existing contour information

Proposed contour information

Scale (1" = 100' or better)

Developer (name, address & phone #)

Engineering Firm (name, address & phone #)

Identify County Drains/natural watercourses/manmade drainage ditches

Existing drainage easements

Proposed drainage easements

Lot dimensions

Building dimensions

Revision Date(s)

Erosion & Sedimentation Controls

Any additional information that may be helpful in the review process

Construction Plan Review Letter (all items have been addressed to the satisfaction of our reviewing engineer)

Copy of the Final Plan

433 Agreement

Future Maintenance Money (5% of the cost of storm system or a maximum of \$2,500)

Easement Documents (for all drainage easements on-site & off-site)

Recording Fees (433 Agreement, Easement Documents) (\$14 first page, \$3 ea. additional page)

Master Deeds (required verbiage, block grading plan, min. opening & basement floor elevations)

Digital Final Plan emailed to Ottawa County GIS ([gisdept@co.ottawa.mi.us](mailto:gisdept@co.ottawa.mi.us))

Value for the drainage system (i.e. contractor's bid sheet)

Letter of Credit (to be replaced by AS BUILTS & Engineer's Certificate prior to it's expiration)