

CITY OF PHILADELPHIA
 DEPARTMENT OF STREETS
 PLAN REVIEW CHECKLIST No. 3 (Sheeting & Shoring Plans)

Mar-2015
 Rev. N/A

SITE STREET ADDRESS:

Included	Approved	Rejected	MINIMUM DRAWING INFORMATION CHS UTILITY REVIEW FOR FOUNDATION PERMIT (SHEETING & SHORING REVIEW)
			<i>The following information is REQUIRED for all drawings submitted to the Streets Department, Technical Services Counter, for review and approval for Foundation Permit approvals.</i>
			One (1) Plan Review Application
			Three (3) full sized paper plans sets, bound/stapled, and rolled (do not fold). Plans must be prepared, signed and sealed by a PA-licensed professional civil engineer (P.E.).
			One (1) cover letter, explaining the nature of the proposed development, and identifying the purpose of the submission.
			Include all Crane Placement, Roadway Opening and Street Closure Permit applications.
			Design calculations, as prepared, signed and sealed by a PA-licensed professional civil engineer (P.E.).
			One (1) CD, including all submission materials in PDF format. <i>Note: Any PDF files that cannot be rotated on screen, or printed to scale, will not be accepted.</i>
			Submit an aerial view site plan, sections and profiles of all sheeting and shoring, retaining and any temporary wall or wall support that encroaches on or in the Right-of-Way. Section and profile views must show all elevations of any feature ten (10) feet above grade and ten (10) feet below the deepest portion of any tie-back, pile, micropiles, support, etc.
			Show all underground utilities and service connections in plan, and cross section.
			Show curb-lines, property lines
			Provide roadway information in accordance with Standard Detail PP0101.
			Show crane placements and loading areas within the area of influence of any Sheeting and Shoring, as applicable.
			Sheeting and Shoring must extend up to the existing grade. Any sheeting systems designed below grade will require the approval of the Chief Engineer of the Streets Department.
			Show all existing street furniture at the project location including those at adjacent properties. Some examples of street furniture are trees, fire hydrants, inlets, traffic signs and signals, poles with streetlights, manholes, steps and etc. This information may be obtained by other design professionals on the same development team.
			Include the following notes, in proximity to the space reserved for an approval stamp: <ul style="list-style-type: none"> - <i>The placement of cranes, or other heavy equipment in proximity to any sheeting and shoring, is subject to review by the Geotechnical Engineer.</i> - <i>Pursuant to the requirements of Pennsylvania Act 287 (1974), and as amended, the Contractor shall contact the Pennsylvania One Call System (dial 8-1-1), at least 3 working days prior to excavation. Pennsylvania One Call System # (Enter Serial Number) and Ward # (Enter Ward Number).</i> - <i>The Contractor is required to obtain all necessary approvals from utilities within the work zone for any changes to the approved plan. Impacts such as supporting, relocation or other methods necessary to maintain or shut down services must be approved by the affected utility prior to the commencement of work. Work performed without such approvals will render Streets Department approvals, and associated permits, null and void.</i> - <i>All tiebacks, piles, micropiles, support etc. must be removed below grades to a depth of four (4) feet. The Streets Department reserves the right to demand removal of tiebacks, piles, etc. to any depth, as may be necessary.</i>
			Provide space sufficient for all approval stamps (5"x4" per stamp is typical)

Due to the complexity of some projects, the City reserves its right to require additional information.

For questions or additional information regarding plan submission requirements, please contact the Technical Services Counter Staff at (215) 686-5502.