

VILLAGE OF WELLINGTON
ENVIRONMENTAL & ENGINEERING SERVICES DEPARTMENT
561-791-4003 Fax: 561-791-4023

REQUIRED Documents for Review of New Construction Plans
INCOMPLETE SUBMITTALS WILL BE RETURNED

- 1. Approved Site Plan ----- 3 copies
 - 1 – CD (Format: AutoCAD dxf, dwg, or MicroStation dgn)
 - Conditions of Approval – 3 copies
- 2. Plat Application ----- 5 copies
 - Plat Fees - \$2,000.00*
- 3. Plat and/or Replat (*Note 3*) ----- 5 copies
 - 1 – CD (Format: AutoCAD dxf, dwg, or MicroStation dgn)
 - Copy of Recorded Plat (if applicable) – 2 copies
- 4. Paving, Grading & Drainage Construction Plans (*Note 1, 2, 5, 6, and 7*) ----- 5 copies
 - Plan Review Fees - \$1,000.00*
 - Hydraulic Calculations – 2 copies
- 5. Water & Sewer Construction Plans (*Note 1, 4, 5, 6, and 7*) ----- 4 copies
 - Plan Review Fees - \$1,000.00 or \$10 per lot, whichever is greater, per project*
 - Lift Station Calculations (if applicable) – 2 copies
- 6. Approved Landscaped Plans showing Easements & all Utilities----- 2 copies
- 7. Palm Beach County Fire Marshall Approval ----- 1 copy
- 8. FDEP/Palm Beach County Health Permit Applications----- 1 copy
- 9. Legal Descriptions & Sketches of all applicable water & sewer easements ----- 1 copy
- 10. Preliminary Construction Cost Estimate (*Note 1*) ----- 2 copies
- 11. NPDES and Permit Application----- 2 copies
- 12. Soils Report and Topographical Certified Survey ----- 1 copy
- 13. Boundary Survey ----- 2 copies
- 14. SFWMD Permit ----- 1 copy
- 15. Army Corps Permit ----- 1 copy
- 16. Other
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- Note 1:** Plans must be signed and sealed by a Professional Engineer. Cost Estimate shall include engineering and survey. Scale 1"=20' min. for site plans, 1"=50' horizontal min., 1"=5' vertical min. for plan & profile on 24 x 36 sheets.
- Note 2:** Paving, Grading & Drainage Plans shall include traffic markings & signage, drainage calculations, and an erosion/sedimentation plan and schedule.
- Note 3:** If this is a Replat, please provide a copy of the original plat as well as the Replat for our review
- Note 4:** Developments adding Lift Stations will require an extra set of Water and Sewer Plans.
- Note 5:** Preliminary Street Lighting site location shall be shown on Paving, Grading & Drainage and Water & Sewer Plans
- Note 6:** Re-review fee for plans after second review requires an additional \$200.
- Note 7:** Any plan revisions after approval requires \$50 per sheet review fee

* Make all checks payable to Village of Wellington