Site Permit (SP) Submittals
Top Repetitive Comments from April 2004 to July 2008

	Percentage of occurrence	
	SP-1	**SP-2**
1. Locate and label all existing and proposed pedestrian , utility, and drainage easements that encumber the property.	50.21%	21.81%
2. Provide case number on all plan sheets, preferably near the title block in the bottom right hand corner	37.45%	9.05%
3. Locate and label backflow prevention devices on all non-residential water line taps.	32.51%	12.76%
4. For non-residentail projects, provide Landscape and Irrigation Plans, list on cover index with sheet numbers	29.22%	11.52%
5. Locate and label landscape buffer with dimension noted.	23.46%	8.23%
6. Provide and label benchmark information used on all sheets with elevation information	22.63%	6.58%
7. Place City of Garland standard general notes on the cover sheet.	21.81%	4.12%
8. Provide copy of plat or working version thereof with all construction drawings.	20.16%	5.35%
9. Locate and provide instruction to install two way blue reflector buttons opposite all proposed fire hydrant locations	18.52%	3.70%
10. Locate and label existing and proposed fire lanes	18.11%	4.53%
11. Locate and clearly identify all existing and proposed fire hydrants near the site.	17.70%	4.53%
12. The title block on each plan sheet must indicate the plat name, lot, and block where the project is located.	13.58%	3.29%
13. Provide adjacent property owner information, such as name of subdivision, lot, block, or for unplatted parcels property owners n	12.76%	4.94%
14. Provide executed license agreement prior to release for Site Permit for private improvements placed in city's ROW / easements	12.35%	14.81%
15. On the drainage plan plot the primary direction of the surface water flow using flow direction arrows.	12.35%	2.06%
16. Locate and label ground mounted improvements such as light standards, signs, utility poles, etc., do not place in easements.	10.29%	2.88%
17. Locate and label the 100-year and fully developed flood plain traversing the property.	8.64%	5.35%
18. Locate and label dumpster enclosure, indicate width, minimum is 12-feet wide.	7.41%	1.65%
19. Locate and label retaining walls, define begin/end, top/bottom elevations, provide typical section w/ dimension to property line.	7.00%	4.53%
20. Label street names on all streets	3.70%	1.65%