

Hideout Local District 1

Plan Requirements for Civil Drawings

This document outlines the minimum information required on the civil drawings you submit to the Hideout Local District (HLD) at each stage of your project. **Submit civil drawings only** — architectural plans are not needed for HLD review.

Step 1 — HLD Infrastructure Permit

A copy of your HLD Infrastructure Permit must be submitted with your Town of Hideout Building Permit Application. The checklist below outlines the minimum information required on the civil drawings submitted to HLD with your application.

Site Plan

- Show the home's footprint, impervious surfaces, stormwater runoff system, sewer lateral routing, and both existing and finish grade.

Driveway Crossing Over Shoulder Ditch

- If the driveway is within **100 feet of a road sag**, request a meeting with HLD before completing design.
- Provide a plan and profile of the storm ditch and piping under the driveway, extending 10 ft on each side. Include finish grade, pipe, and storm ditch.
- Provide cross sections on both sides of the driveway, extending from the centerline of the road to 10 ft beyond the edge of asphalt.
- If the shoulder ditch has not yet been installed, use **HLD Shoulder Ditch Drawing SHD-01** in lieu of the existing condition.

Stormwater Runoff System

Downhill Lots

- Front-yard storage elements: plan and profile through the storage and 5 ft on both sides, including catch basin (if applicable), storage elements, and finish grade.
- Rear-yard storage elements and/or basins: plan and profile including inlet pipes, catch basin (if applicable), storage elements, existing and finish grade, outlet pipe, and discharge ditch.
- Cross section through storage elements and discharge ditch, including existing and finish grade.

Uphill Lots

- Rear-yard storage elements: plan and profile through the catch basin (if applicable), storage elements, and discharge into the discharge ditch or shoulder ditch. Include existing and finish grade.
- Front-yard storage elements and/or basins: plan and profile including inlet pipes, catch basin (if applicable), storage elements, existing and finish grade, outlet pipe, and shoulder-ditch discharge (or discharge ditch if applicable).
- Cross section through storage elements and discharge ditches, including existing and finish grade.

Sewer Lateral — Downhill or Relatively Flat Lots

- Show lateral routing on the site plan and the elevation of the uphill sewer manhole.
- Add the following note: *“After the elevation of the existing sewer lateral has been determined, the Civil Engineer shall provide a plan and profile including cleanout locations, test riser, location and detail of sewer check valve (if required), and bedding and pipe-zone material requirements. Only those levels that cannot be serviced by a gravity lateral will be serviced by a sewer grinder pump.”*

Sewer Lateral — Uphill Lots

- Show lateral routing on the site plan and the elevation of the uphill sewer manhole.
- Add the same note as above regarding the Civil Engineer’s plan, profile, and grinder-pump conditions.

Caution: Some site conditions require close coordination between the routing of the sewer lateral and the driveway and associated retaining walls.

Shoulder Parking Permit

- Show the extent of shoulder parking.
- Show the location of access to the lot.
- Include **HLD Standard Detail SHP-01**.

Step 2 — Before Requesting Your Water Meter Set from the Town of Hideout

After you have installed your private sewer lateral in conformance with your infrastructure permit and before asking the Town to set your water meter, submit the following for your private sewer lateral.

Certifications

- As-built certifications from the Owner, Civil Engineer, and Contractor confirming installation of the sewer lateral.
- Upon receipt, HLD will issue a clearance letter confirming installation of the sewer lateral.

Drawings

- Plan and profile of the as-built sewer lateral, including finish grade, existing grade, and all vertical and horizontal connections.
- Photos showing connections, concrete supports, bedding, and pipe-zone backfill.

Step 3 — Certificate of Occupancy Release

Before HLD will release for Certificate of Occupancy, submit as-built civil drawings covering the following. Photos are required as noted.

Driveway Crossing at Shoulder Ditch

- As-built drawings with photos.

Stormwater Runoff System

- Photos of storage elements prior to backfill.
- Photos of completed storage elements, orifice riser (if applicable), catch basins, and discharge ditch.

Sewer Lateral

- Photos of at-grade terminations of all vertical risers.

A Note on HLD Review

HLD's review or acceptance of these drawings and photos **does not** constitute verification of engineering calculations, design, conformance with HLD standards, or construction quality. It does not relieve the Owner, Engineer, or Contractor of responsibility for the design, installation, or maintenance of infrastructure included in HLD permits.

Questions?

If anything in these requirements is unclear, reach out to HLD before submitting — we're happy to walk you through what's needed for your specific lot.