

Public Works

Owner/Developer:

**MEMORANDUM**

[property address]

Ladue, Missouri 63124

[Commercial][Residential] Zone

Application #yrmoda-x

**SMALL PROJECT STORM WATER GRANT PROGRAM  
APPLICATION CHECKLIST/COMMENTS**

**GENERAL:**

1 Owner/Developer mailing address:

Attn:

[address]

St. Louis, Missouri 63

Telephone Number:

Email:

2 Engineer [Landscape Architect] Of Record:

[firm]

[Project #]

[address]

MO Registered Engineer [Landscape Architect]:

St. Louis, Missouri 63

[name]

Telephone Number:

#

Email:

3 Saint Louis County Locator Number:

4 Subdivision Name:

5 Ladue Ward Number:

6 Wunnenberg Grid & Page Number:

7 MSD Base Map Number:

**CHECKLIST:**

8 Date of Site Visit with Public Works Department Representative:

a. By PWD Representative:

b. Project Category: [yard flooding][flooding from an inadequate sinkhole][flooding from an inadequate conveyance][yard erosion][creek erosion][water entering a basement or structure][structural erosion][otherxxxx]

9 Construction plans submitted for regulatory agency approval:

a. Ladue Permit Application #:

Ladue Approval Date:

b. MSD Project #:

MSD Approval Date:

c. USACE #:

USACE Approval Date:

d. MDNR #:

MDNR Approval Date:

e. AmerenMissouri Approval Date:

g. Missouri American Water Approval Date:

f. Charter Communications:

h. Spire Energy Approval Date:

i. Other [ ] Approval Date:

10 Easement documents submitted for regulatory agency approval:

a. Ladue Approval Date:

b. MSD Approval Date:

c. Other [ ] Approval Date:

11 Maintenance agreement plat(s) submitted for regulatory agency approval:

- a. Ladue Approval Date:
- b. MSD Approval Date:
- c. Other  Approval Date:

12 Ancillary agreements submitted for regulatory agency approval:

- a. Ladue Approval Date: Adjacent Property Owner
- b. MSD Approval Date: Encroachment
- c. Other  Approval Date:

13 Construction Bids Taken:

- a Contractor #1  \$0.00
- b Contractor #2  \$0.00
- c Contractor #3  \$0.00

14 Permits:

- a. Ladue Permit Application #: Ladue Approval Date:
  - o Demolition o Storm Water
  - o Excavation o Special Use
  - o Flood Plain Development/No Rise o Stream Buffer
  - o Land Disturbance o Tree Removal
  - o Plumbing/Drainlaying o Other:
  - o Retaining Wall
  
- b. MSD Project #: MSD Approval Date:
  - o Construction
  - o Connection
  - o Other:
  
- c. USACE #: USACE Approval Date:
  - o Clean Water Act Section 404
  - o Other:
  
- d. MDNR #: MDNR Approval Date:
  - o Clean Water Act Section 401
  - o Other:
  
- e. Other  Approval Date:

15 Fully completed and executed application dated:

- a. Site Plan submitted w/ Engineer [Landscape Architect] Of Record signature and seal dated:
- b. Copies of required Permits submitted.
- c. Original executed Maintenance Agreement submitted; to be recorded by the City of Ladue.
- d. Original executed Easement dedicated to the City of Ladue submitted; to be recorded by the City of Ladue.
- c. Copies of other recorded Easements submitted.
- d. Copies of required ancillary agreements including recorded temporary easements submitted.
- e. Cost documentation submitted:

Design:	\$0.00
Construction:	\$0.00

Total Project Cost:	\$0.00
/	2.00

Apparent Reimbursement Amount: **\$0.00**

16 Public Works Director & Storm Water Advisory Committee Review:

- a. Date:
- b. Project is [accepted with funding available.][accepted with funding not available and placed on the wait-list.][not eligible and denied.]

17 Date funding motion approved by City Council:  
(Required if Reimbursement Amount is over \$7,500.00)

18 At Work Completion:

- a. Date Property Owner written work completion verification received by the City:
- b. Date(s) Property Owner documentation received by the City:

	Lien
	Waiver/ Release

Design:	
Construction:	

c. Date of final inspection by Public Works Department Representative:

- 1. By PWD Representative:

19 Date forwarded for payment:

In the amount of:

**COMMENTS:**

- 1 [For item [#] above, provide...]
- 2 [For item [#] above, provide...]
- 3 [For item [#] above, provide...]

**OTHER:**

- a [Check of the SMP database indicates that there is no record of problem point complaints on [] or in the near vicinity.]

**REFERENCES**

- 1 Engr(DMY)"".
- 2

**REVISION NOTES:**

Revision: 0      mo/da/yr      1st review by