



Stormwater Management Application Checklist

Permit # _____

Project Name: _____

Date: _____

Please check the appropriate box: I=Included; NA= Non-Applicable(if NA is checked, an explanation is needed)

Plan Requirement	Applicant			Engineering	
	I	NA	Explanation/Location in Plan	I	NA
1. Narrative describing the proposed project, including implementation schedule of designed practices.					
2. Identification of the party responsible for long-term maintenance of the project.					
Existing Site Conditions					
1. Site Location, legal description.					
2. Map showing drainage areas for each watershed area.					
3. Predominant soil types and hydrologic soil groups					
4. Existing cover type and condition					
5. Topographic contours of the site at a scale not to exceed two feet.					
6. Topography and drainage network including enough of the contiguous properties to show runoff patterns onto through and from the site					
7. Flow path and direction for all stormwater conveyance sections, including time of travel and time of concentration applicable to each.					
8. Watershed boundaries used in determinations of peak flow rates and discharge volumes from the site					
9. Lakes, streams, wetlands, channels, ditches, and other watercourses on and within 500 feet of the site boundary					
10. Limits of the 100 year flood plain.					
11. Location of all public and private wells which are within 1,200 feet of the site and distance from any Well Head Protection Overlay Zoning District.					
12. Computations of peak flow rates and discharge volumes for the 2-year/24 hour, 10 year/24 hour and 100-year 24 hour storm events. All major assumptions used in developing input parameters for these computations shall be clearly stated. The computations shall be made for each stormwater discharge point on the site development, and the geographic areas used in making the computations shall be clearly cross-referenced to the required map(s).					
Proposed Post-Development Conditions					
1. Explanation of the provisions which will be used to preserve and use natural topography and land cover features to minimize changes in the peak flow rates and discharge volumes to surface waters and wetlands.					
2. Explanation of any restrictions on structural measures and non-structural measures on the site imposed by a well head protection plan or Well Head Protection Overlay Zoning District.					
3. One or more Site Maps at a scale of not less than 1 inch equals 100 feet showing changes in land use including;					
a. Vegetative covertype and condition					
b. Proposed impervious surfaces including all buildings, structures and pavement					
c. Changes to the topographic contours of the site at a scale not to exceed two feet					
d. Changes to the drainage network including enough of the contiguous properties to show runoff patterns onto, through, and from the site.					
e. Locations of maintenance easements specified in the maintenance agreement;					
f. Flow path and direction for all stormwater conveyance sections, including time of travel and time of concentration applicable to each					

g. Location and type of all stormwater management conveyance and treatment practices including the on-site and off site tributary drainage area.					
h. Location and type of conveyance system that will carry runoff from the drainage and treatment practices to the nearest adequate outlet such as a curbed street, storm drain, or natural drainage way					
i. Watershed boundaries used in determinations of peak flow rates and discharge volumes					
j. Any changes to lakes, streams, wetlands, channels, ditches, and other watercourses on and immediately adjacent to the site.					
4. Computation of the runoff volume resulting from the 1.5 inch rainfall over a 4.0 hour period and computations of peak flow rates and discharge volume for the 2, 10 and 100 year 24 hour storm events.(all major assumptions used should be clearly stated.)(computations shall be made for each discharge point in the development, and the geographic areas used in making the calculations shall be clearly cross-referenced to the required map(s)					
5. Results of impact investigations of soils and groundwater required for the placement and design of structural measures.					
6. Results of impact assessments on wetland functional values.					
7. Design computations and all applicable assumptions for the stormwater conveyance (open channel, closed pipe) system.					
8. Design computations and all applicable assumptions for stormwater quality practices(sedimentation type, filtration-type, infiltration-type)as needed to show that practices are appropriately sized.					
9. Detailed drawings including cross-sections and profiles of all permanent stormwater conveyance and treatment measures.					
10. A schedule for completing all structural measures and non-structural measures.					
11. A maintenance program which covers the life of each structural measure and non structural measure including the required maintenance activities and maintenance activity schedule					
12. Cost estimates for the construction, operation, and maintenance of each structural measure and non-structural measure.					
13. Other information as required by the Director of Public Works.					