Stormwater Review Checklist

To be Completed & Signed by Applicant

General

		Comments
1. Project or plat name	☐	
2. Location Map	☐	
3. Proprietor's name, address, phone number, and e-mail address	☐	
4. Engineer/Architect/Surveyor's name, address, phone number, and e-mail address	☐	
5. North arrow and scale (scale is **required** to be 1 inch = 100 feet or larger)	☐	
6. Project or plat boundary	☐	
7. Indentification of all adjoining parcels by address	☐	
8. Lot dimensions (scaled or computed)	☐	
9. Lot numbers (individual addresses if a Plat, PUD, or Site Condo)	☐	
10. Building setback lines	☐	

Topographical

11. Existing buildings (label those under construction with address and proposed lowest foundation opening elevations)	☐	
12. Existing and proposed roads (name, ROW width, and type of surface)	☐	

13. Existing **and** proposed land surface contours (minimum 2.0 foot countour interval referenced to a national datum) ☐ _____

14. No slopes greater than 1 or 3 without structural improvements ☐ _____

15. Available soils data, soil boring logs, and locations (include ground elevation and water table information) ☐ _____

Drainage

16. Offsite watershed areas (with boundaries and acreage to be shown in drainage calcs) ☐ _____

17. Existing creeks, streams, ditches, and other surface drainage ways. ☐ _____

18. All existing storm sewer and structures (with proper labeling of type, size, invert elevation, and ownership). ☐ _____

19. County, municipal, MDOT, and private drains (permission required to connect). ☐ _____

20. Proposed drainage systems (clearly identify all open and enclosed portions, size, inverts, grade, and proposed ownership). ☐ _____

21. 100 year established or localized floodplain contour (if applicable). ☐ _____

22. Wetland boundaries with determination date and company. ☐ _____

23. Existing and proposed utilities. ☐ _____

24. Proposed stormwater detention/infiltration basins. ☐ _____

25. Site's stormwater runoff discharge location (including roof water). ☐ _____

26. All soil erosion controls shown on the plan. ☐ _____

Stormwater Drainage Calculation Package

27. On-site sewers designed for 10-year storm event. ☐ _____

28. Flood protection from 100-year storm event. ☐ _____

29. Provide minimum basement elevations. ☐ _____

30. A topographic map with site delineated in relation to watershed. ☐ _____

31. Calculations of peak discharge for a range of storms up to and including the 100-year storm for any natural water courses and/or county drains passing through the proposed development, including area of upstream watershed ☐ _____

32. Normal, design and 100-year water elevations, including overland flow routes shown on the topographic map. ☐ _____

33. Drainage area map that clearly shows subcatchment boundaries, acreages, and flow paths of tributary areas to each point of discharge from the development, including tributary areas originating outside of the development. Also identify tributary areas to inlets, culverts, and other stormwater BMPs ☐ _____

34. Documentation and/or calculations required to demonstrate an adequate outlet, including the sizes and locations of upstream and downstream culverts serving drainage routes into and out of the development site. ☐ _____

35. Calculations of stormwater rates and volumes for each point of discharge or treatment train for pre-development and postdevelopment conditions for the design storms. ☐ _____

36. BMP design calculations. ☐ _____

37. Groundwater mounding calculations (when required). ☐ _____

38. Design summary report, including at a minimum: description of storwmater management plan for the site, identified contributing areas with land cover types, soils and runoff coefficients, times-of-concentration, runoff volumes, peak discharges, design high water levels, sewer hydraulic grade line, required storage volumes, and volumes provided. ☐ _____

39. Sealed by Professional Engineer on company letterhead with date performed. ☐ _____

Projects Impacting County Drains

40. Refer to Kent County Drain Commission for requirements and approval. ☐ _____

Detention/Infiltration Base

41. Required volume/release rate. ☐ _____

42. Adequate volume provided. ☐ _____

43. Side slopes including surface treatments. ☐ _____

44. Overflow spillway & emergency overflow floodway. ☐ _____

45. Hydraulic calculations for transfer or outlet pipe. ☐ _____

46. Outlet control structure detail (scaled with hydraulic information matching calculations). ☐ _____

47. Minimum basement floor elevations & minimum building opening elevations established. ☐ _____

48. Underground detention storage details (if applicable). Plans must indicate inspection ports and that system will be inspected during installation. ☐ _____

Easements

49. Existing and proposed utility easements (labeled with dimensions, purpose, and easement recipient). ☐ _____

50. Existing and proposed drainage easements. ☐ _____

51. Offsite drainage easements or right-of-way. ☐ _____

52. Existing and proposed access to the property and drainage structures. ☐ _____

Maintenance

53. Identification of the agency, association, or private party proposed to assume ownership of the drainage system (including the detention and/or infiltration basins). ☐ _____

54. Identified access routes for trucks and maintenance equipment, including fences and gates. ☐ _____

55. Proper siting of BMPs for accessibility. ☐ _____

56. Design of BMP elements to minimize amount of maintenance required (e.g. filters on small orifices, etc.). ☐ _____

57. Design details to illustrate maintenance features (e.g. removable grates or rails, locks, access platforms, etc.). ☐ _____

Fee

58. Permit fee. ☐ _____

59. Recording fee. ☐ _____

I certify that the Stormwater Pollution Prevention Plan being submitted has been reviewed using this checklist:

_____ _____

(Print Name) *(Date)*

_____

(Signature)