

[SAMPLE]

Stormwater Site Plan Submittal Contents Checklist

The following information is an example of a checklist that a local government can ask or require a project proponent to complete when preparing a Stormwater Site Plan Submittal. The checklist is designed to ensure that the Stormwater Site Plan has been prepared in accordance with the Department of Ecology's 2005 Stormwater Management Manual for Western Washington. Local governments may request or require additional submittals or information.

INSTRUCTIONS TO PROJECT APPLICANTS: Please complete this checklist prior to submitting your Stormwater Site Plan to [Name of Jurisdiction] for review.

- Project Description [brief narrative description of the project activity and site]
- Existing Site Information
 - Detailed Topographic Map of site, including
 - Existing contours
 - Area (square feet or acres)
 - Structures
 - Roads
 - Wells
 - Septic Tanks
 - Other underground facilities and utilities
 - Perennial streams and other permanent watercourses
 - Wetlands and buffers
 - Easements
 - Test pit sites
 - Describe any wetlands on site
 - Describe any threatened or endangered species habitats or related concerns
 - Identify any existing Basin Plan (or other plan, such as TMDL or Wellhead Protection Plan) that affects the project or site and how it does so.
 - Larger scale drawing showing all basins that cause runoff to flow to or across site
 - Larger scale drawing showing the downstream/downgradient drainage to the point of discharge to the receiving water body
 - Soils information
- Downstream Analysis (Qualitative and Quantitative as applicable)
 - Mapping

- Calculations
- Assumptions
- Permanent Stormwater Facilities
 - *Highlighted* copy of flow charts used to determine applicable Minimum Requirements
 - Map showing developed site layout
 - Locations and sizes of on-site management, treatment, and detention BMPs and facilities
 - Locations and sizes of conveyance systems
 - Detailed construction drawings and specifications for stormwater BMPs and facilities
 - Calculations for sizing of facilities
 - Output from WWHM
 - Report
 - Additional data not provided in report (for example, screen print of flow control facility sizing or an excel file containing stage/area/volume/ discharge/infiltration data for pond)
 - Digital copy of WWHM input
 - List of Source Control facilities (if required)
 - List of On-site stormwater Facilities or BMPs
 - Construction Stormwater Pollution Prevention Plan (SWPPP) [12 elements]
 - Soils report
 - Off-site analysis report
 - Operation and Maintenance Manuals