

**Buncombe County Planning Department
Stormwater Management**

STORMWATER MANAGEMENT PLAN REVIEW CHECKLIST

- ✓ 2 Copies of plans and specifications
- ✓ 1 Original, 2 copies of Financial Responsibility Form (Application)
- ✓ CD or Thumb Drive with .pdf of all the above
- ✓ Appropriate Fee

The following items shall be incorporated with respect to specific site conditions, in a stormwater management plan

APPLICATION FOR STORMWATER PERMIT FORM

- _____ Completed, signed & notarized application
- _____ Correct application fee (See fee schedule)
- _____ Drawings and specifications sealed, signed and dated by a Professional Engineer or Landscape Architect

LOCATION INFORMATION

- _____ Project location (roads, streets, landmarks)
- _____ North arrow and scale
- _____ Property Identification Number (PIN)
- _____ Latitude/Longitude (Decimal Degrees)

GENERAL SITE FEATURES (Plan elements)

- _____ Legend, North arrow & scale, etc. (1 inch=50 feet minimum scale)
- _____ Property lines
- _____ Existing contours (topographic lines)
- _____ Proposed contours
- _____ Limits of disturbed area (provide acreage total, delineate limits, and label)
- _____ Planned and existing building locations and elevations (Total Buildout Potential)
- _____ Planned & existing road locations & elevations
- _____ Lot and/or building numbers
- _____ Geologic features: rock outcrops, seeps, springs, wetland and their limits, streams, lakes, ponds, dams, etc.
- _____ Easements and drainage ways
- _____ Profiles of streets, utilities, ditch lines, etc.
- _____ Required Army Corps 404 permit and Water Quality 401 certification (e.g. stream disturbances over 150 linear feet)

PERMANENT STORMWATER CONTROL MEASURES (on plan)

- _____ Location of deeded easements to all measures for maintenance
- _____ Location of permanent Stormwater measures
- _____ Construction drawings and details for permanent measures
- _____ Size and location of culverts
- _____ Size and location of subsurface drainage conveyances

SITE DRAINAGE FEATURES

- _____ Existing and planned drainage patterns (include off-site areas that drain through project)
- _____ Sub-watershed delineation

- _____ Soil information: type, special characteristics
- _____ Soil information below culvert storm outlets
- _____ Name and classification of receiving water course or name of municipal operator (only where stormwater discharges are to occur)

STORMWATER CALCULATIONS

- _____ Percentage of Impervious area for project
- _____ Pre-construction and post construction runoff calculations (1Yr/24Hr ARI) for each outlet from the site (at peak discharge points)
- _____ Pre-construction and post-construction hydrographs (1Yr/24Hr ARI)
- _____ Design calcs of culverts and storm sewers (25Yr/24Hr per Erosion Control reqm'ts)
- _____ Discharge and velocity calculations for open channel and ditch flows (easement & right-of-ways)
- _____ Design calcs of cross sections and method of stabilization of existing and planned channels (include temporary linings)
- _____ Design calcs and construction details of energy dissipators below culvert and storm sewer outlets (diameters & apron dimensions)
- _____ Design calculations and hydrographs of pond routing through detention devices

STABILIZATION

- _____ Types and locations of vegetative cover applied to disturbed areas
- _____ Pavement types applied to roadways

NARRATIVE AND CONSTRUCTION SEQUENCE

- _____ Narrative describing the nature & purpose of the construction activity
- _____ Construction sequence related to permanent stormwater management measures on site
- _____ Estimated cost of permanent stormwater measures.
- _____ Contact information of end user responsible for annual inspection, maintenance and repair of stormwater management system. (ie. Homeowners Association, property manager, etc..)

PERFORMANCE SECURITY FOR INSTALLATION AND MAINTENANCE

- _____ Performance Surety Bond, (Cash, Letter of Credit, Collateral Assignment of CD, Insurance Surety)

-continued

**THE FOLLOWING ITEMS ARE NEEDED TO CLOSE
OUT THE PROJECT AND RELEASE ANY
HELD SURETY.**

OPERATION AND MAINTENANCE MANUAL

- _____ Narrative describing each component of the stormwater system
- _____ Inspection requirements
- _____ Operation and maintenance required for each measure
- _____ Outline steps needed to restore measures in the event of a failure
- _____ Operation & Maintenance Agreement (To be recorded)
- _____ Anticipated maintenance budget for 20 years (Planning Tool)

OPERATION & MAINTENANCE AGREEMENT

- _____ Agreement (Draft) . (Any required stormwater maintenance easement should also be included in the agreement.)

DEED RESTRICTIONS/COVENANTS

- _____ Proposed covenants
- _____ Proposed deed restrictions

As-Built/Record Drawings

- _____ Written certification that the stormwater system has been installed in compliance with the approved stormwater management plan and is functioning as intended.
- _____ Drawings marked "As-Built" or "Record Drawings" reflecting actual field conditions and final representation of the stormwater management system installed. Any required stormwater maintenance easement should also be shown on the drawings.