

Suggested Information to Include in Municipal Development Application Checklist

Composite of Phase II Permits & Model Ordinance Development Plan Application Checklist (Note: wording is modified from Phase II Permit & Model Ordinance language)	Required by:		
	Construction General Permit SWPPP	Model E&S Control Ordinance (Annotated 2009)	Not required, but strongly suggested
Maps			
<u>Locus Map</u>	✓	✓	
<u>Drainage Area Map</u>		✓	
north arrow, location of roads, graphic scale		✓	
waterbodies:		✓	
location & name of receiving waters	✓		
note if:			
<i>Natural Heritage Area</i>	✓		
<i>impaired water</i>			✓
<i>cold water fishery</i>			✓
<i>Special Resource Protection Water</i>			✓
<i>critical area identified by municipality</i>			✓
pre & post construction contours (2')	✓	✓	
drainage patterns	✓	✓	
subwatersheds	✓		
contributing drainage areas		✓	
discharge points		✓	
other physical features of note		✓	
<u>Soils Map & Table</u>			
identify source (RIGIS or on-site mapping)		✓	✓
<i>(on-site mapping for LID practices)</i>			✓
table to include:			
<i>hydrologic soil group</i>			✓
<i>depth to seasonal high water table</i>		✓	
<i>hydric soils</i>		✓	
<i>erodibility hazard (K factors for subsoil)</i>	✓	✓	
<i>prime farmland</i>		✓	
<u>Site Plan Map</u>			
property lines		✓	
<i>adjoining lot boundaries</i>		✓	
<i>location, type of easements(including ROWs)</i>		✓	
limits of disturbance	✓	✓	
pre & post construction contours	✓	✓	
<i>at least 2' contour, 1"=100' (minimum)</i>		✓	
<i>highlight slopes >15%</i>		✓	
highlight other significant features/limitations:		✓	
<i>rock outcrop</i>		✓	
<i>landmarks, stone walls, fences</i>		✓	
<i>existing vegetation to be protected</i>		✓	
<i>100-year flood plain</i>		✓	
<i>adjacent features (such as buildings) that may be affected</i>		✓	
location, dimensions of subsurface drainage		✓	

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location of all E&S control measures	✓	✓	
location of all stormwater mgt measures		✓	
<i>water quality</i>	✓		
<i>peak discharge, volume controls</i>		✓	
details of all measures		✓	
location of all impervious structures/areas	✓		
location of stock piles & borrow areas		✓	
location of waste collection areas		(✓)	
concrete truck washout sites		(✓)	
Schedule:			
<i>estimated timetable/sequence of major activities</i>	✓	(✓)	
<i>inspection & maintenance of E&S control, sw management measures</i>		(✓)	
Notes:			
<i>copy of plan to remain on site at all times</i>	✓		
<i>inspection reports become part of plan</i>	✓		
Narrative			
<u>Description of land disturbing activities</u>		✓	
proposed land use	✓		
estimate of total area of site & total area of soil disturbance	✓		
quantity of earthwork (excavation & fill quantities)		✓	
pre- & post-construction runoff coefficients	✓		
description of potential sources of pollution	✓		
list & location of sources of allowable non-storm water discharges	✓		
<i>vehicle washdown, no detergents</i>			
<i>external building washdown, no detergents</i>			
<i>dust control (water)</i>			
<i>fire hydrant flushing</i>			
<i>natural springs</i>			
<i>uncontaminated groundwater</i>			
<i>lawn watering</i>			
<i>waterline flushings</i>			
<i>irrigation drainage</i>			
<i>pavement washwaters (no toxic/hazardous spills, no detergents)</i>			
<i>clean foundation/footing drains</i>			
any available data on quality of known discharges from the site	✓		
description of critical areas noted on map		✓	

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description of potential off-site impacts(such as sedimentation, flooding)		✓	
note need for FW Wetland, CRMC permit		✓	
<i><u>Plan considers following principles:</u></i>		✓	
show due regard for natural drainage & topography (retain to maximum extent feasible)		✓	
avoid steep slopes		✓	
minimize grade of created slopes		✓	
preservation of water courses		✓	
fill near watercourses stabilized		✓	
temporary veg/mulching		✓	
all areas damaged will be restored		(✓)	
<u>Description of controls</u>			
Description, construction details of <u>vegetative BMPs</u> for E&S control:	✓	✓	
preserve existing where attainable	✓	✓	
revegetate as soon as practicable, no more than 14 days after construction activity has ceased, unless will resume within 21 days	✓	✓	
Description, calculations, construction details of <u>structural BMPs</u> for E&S control:	✓	✓	
divert flows from exposed soils	✓		
filter runoff	✓		
store flows	✓		
Description, construction details of <u>post construction storm water management</u> :	✓	✓	
with justification for practice selection	✓		
description of construction & post-construction maintenance activities	✓		
calculations show post-development runoff no> pre-dev		✓	
calculations fo runoff retained & recharged (Vs)		✓	
locations and calculations for areas where soil infiltration will be restored		(✓)	

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Description, details of <u>other controls</u> :	✓	(✓)	
off-site vehicle tracking of sediments	✓		
waste disposal	✓	✓	
reduce waste contact with runoff		(✓)	
no storage, disposal or filling with asphalt, concrete, construction debris, stumps		(✓)	
spill prevention & response procedure	✓		
control of allowable non-storm water discharges	✓		
good housekeeping (minimal exposure of construction debris to precip)	✓		
Description of inspection, <u>maintenance procedures for E&S</u>	✓	✓	
<u>Schedule includes</u>			
sequence of construction		(✓)	
<i>notify bldg official of e&s installation</i>		✓	
<i>trees protected from equipment</i>		✓	
<i>infiltration sites, qualifying pervious areas protected from equipment</i>			✓
<i>drainage facilities installed early</i>		✓	
<i>smallest areas feasible exposed at any time</i>		✓	
<i>disturbed areas protected Nov-Mar</i>		✓	
<i>notify bldg official of all work completion</i>		✓	
inspection & maintenance of E&S controls		✓	
<i>at least once every 7 days</i>	✓		
<i>within 24 hours of rainfall >=0.25"</i>	✓		
<i>by or under supervision of permittee</i>	✓		
<i>by certified inspector</i>		(✓)	