SUBMISSIONS CHECKLIST

If a provision is not applicable, put "NA"

Section 1. Development description

- A. Narrative
 - 1. Objectives and details
- 2. Existing facilities (with dates of construction)
- B. Topographic map
 - 1. Location of development boundaries
 - 2. Quadrangle name
 - C. Construction plan
 - 1. Outline of construction sequence (major aspects)
 - 2. Dates

X

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X

- D. Drawings
 - 1. Development facilities
 - a. Location, function and ground area
 - b. Length/cross-sections for roads
 - 2. Site work (nature and extent)
 - 3. Existing facilities (location, function ground area and floor area)
- 4. Topography
 - a. Pre- and post-development (contours 2 ft or less)
 - b. Previous construction, facilities and lot lines
- ____ Section 2. Title, right or interest (copy of document)

Section 3. Financial capacity

- A. Estimated costs (Confidential; provided only to MDEP's Mark Bergeron)
- X B. Financing
 - 1. Letter of commitment to fund
 - 2. Self-financing
 - a. Annual report
 - b. Bank statement
 - 3. Other
 - a. Cash equity commitment
 - b. Financial plan
 - c. Letter
 - 4. Affordable housing information

Section 4. Technical ability (description)

- A. Prior experience (statement)
- B. Personnel (documents)

Section 5. Noise

- A. Developments producing a minor noise impact (statement)
 - 1. Residential developments
 - 2. Certain non-residential subdivisions
 - 3. Schools and hospitals
 - 4. Other developments
 - a. Type, source and location of noise
 - b. Uses, zoning and plans
 - c. Protected locations
 - d. Minor nature of impact

- e. Demonstration
- B. Developments producing a major noise impact (full noise study)
- 1. Baseline
 - a. Uses, zoning and plans
 - b. Protected locations
 - c. Quiet area
 - 2. Noise generated by the development
 - a. Type, source and location of noise
 - b. Sound levels
 - c. Control measures
 - d. Comparison with regulatory limits
 - e. Comparison with local limits

Section 6. Visual quality and scenic character(narrative, description, visual impact analysis)

- Section 7. Wildlife and fisheries (narrative)
- Section 8. Historic sites (narrative)
- Section 9. Unusual natural areas (narrative)
 - Section 10. Buffers
 - A. Site plan and narrative

Section 11. Soils

- A. Soil survey map and report
 - 1. Soil investigation narrative
 - 2. Soil survey map
- B. Soil survey intensity level by development type
 - 1. Class A (High Intensity) Soil Survey
 - 2. Class B (High Intensity) Soil Survey
 - 3. Class C (Medium High-Intensity) Soil Survey
 - Class D (Medium Intensity) Soil Survey
- C. Geotechnical Investigation
- D. Hydric soils mapping

Section 12. Stormwater management

A. Narrative

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X X X

- 1. Development location
- 2. Surface water on or abutting the site
- 3. Downstream ponds and lakes
- 4. General topography
- 5. Flooding
- 6. Alterations to natural drainage ways
- 7. Alterations to land cover
- 8. Modeling assumptions
- 9. Basic standard
 - 10. Flooding standard
 - 11. General standard
 - 12. Parcel size
 - 13. Developed area
 - 14. Disturbed area
 - 15. Impervious area
- B. Maps
 - 1. U.S.G.S. map with site boundaries
 - 2. S.C.S. soils map with site boundaries
- C. Drainage Plans (a pre-development plan and a post-development plan)

- 1. Contours
- 2. Plan elements
- 3. Land cover types and boundaries
- 4. Soil group boundaries
 - 5. Stormwater quantity subwatershed boundaries
 - 6. Stormwater quality subwatershed boundaries
 - 7. Watershed analysis points
 - 8. Hydrologic flow lines (w/flow types and flow lengths labeled)
- 9. Runoff storage areas
- 10. Roads and drives
- 11. Buildings, parking lots, and other facilities
- 12. Drainage system layout for storm drains, catch basins, and culverts
- 13. Natural and man-made open drainage channels
- 14. Wetlands
- 15. Flooded areas
- 16. Benchmark
- 17. Stormwater detention, retention, and infiltration facilities
- 18. Stormwater treatment facilities
- 19. Drainage easements
- 20. Identify reaches, ponds, and subwatersheds matching stormwater model
- 21. Buffers
- D. Runoff analysis (pre-development and post development)
 - 1. Curve number computations
 - 2. Time of concentration calculations
 - 3. Travel time calculations
 - 4. Peak discharge calculations
 - 5. Reservoir routing calculations
- E. Flooding Standard
 - 1. Variance submissions (if applicable)
 - a. Submissions for discharge to the ocean, great pond, or major river
 - i. Map
 - ii. Drainage plan
 - iii. Drainage system design
 - iv. Outfall design
 - v. Easements
 - b. Insignificant increase
 - i. Downstream impacts
 - c. Submissions for discharge to a public stormwater system
 - i. Letter of permission
 - ii. Proof of capacity
 - ii. Outfall analysis and design (pictures)
 - 2. Sizing of storm drains and culverts
 - 3. Stormwater ponds and basins
 - a. Impoundment sizing calculations
 - b. Inlet calculations
 - c. Outlet calculations
 - d. Emergency spillway calculations
 - e. Subsurface investigation report
 - f. Embankment specifications
 - g. Embankment seepage controls
 - h. Outlet seepage controls
 - i. Detail sheet
 - j. Basin cross sections
 - k. Basin plan sheet
 - 4. Infiltration systems
 - a. Well locations map
 - b. Sand and gravel aquifer map
 - c. Subsurface investigation report with test pit or boring logs

- _____
- d. Permeability analysis
- e. Infiltration structure design
- f. Pollutant generation and transport analysis
- g. Monitoring and operations plan
 - i. Locations of storage points of potential contaminants
 - ii. Locations of observation wells and infiltration monitoring plan
 - iii. Groundwater quality monitoring plan
- 5. Drainage easement declarations.
- F. Stormwater quality treatment plan peak discharge calculations
 - 1. Basic stabilization plan
 - a. Ditches, swales, and other open channel stabilization
 - b. Culvert and storm-drain outfall stabilization
 - c. Earthen slope and embankment stabilization
 - d. Disturbed area stabilization
 - e. Gravel roads and drives stabilization
 - 2. General Standard
 - a. Calculations for sizing BMP
 - b. Impervious area calculation
 - c. Developed area calculation
 - d. Summary spreadsheet of calculations
 - 3. Phosphorus control plan
 - a. Calculations for the site's allowable phosphorus export
 - b. Calculations for determining the developed site's phosphorus export
 - c. Calculations for determining any phosphorus compensation fees
 - 4. Offset Credits
 - a. Urban impaired stream
 - Offset credit calculation
 - b. Phosphorus credit determination
 - i. Location map
 - ii. Scaled plan
 - iii. Title and right
 - iv. Demolition plan
 - v. Vegetation plan
 - vi. Offset credit calculation
 - vii. Calculation for the new allowable export
 - 5. Runoff treatment measures

a. structural measures

- i. Design drawings and specifications
- ii. Design calculations
- iii. Maintenance plan
- iv. TSS removal or phosphorus treatment factor determinations
- v. Stabilization plan
- b. Vegetated buffers
 - i. Soil survey
 - ii. Buffer plan
 - iii. Turnout and level spreader designs
 - iv. Deed restrictions
- 6. Control plan for thermal impacts to coldwater fisheries
- 7. Control plan for other pollutants
- 8. Engineering inspection of stormwater management facilities
- G. Maintenance of common facilities or property
- 1. Components of the maintenance plan
 - A. Maintenance of facilities by owner or operator
 - 1. Site owner or operator (name legally responsible party)
 - 2. Contact person responsible for maintenance
 - 3. Transfer mechanism

- 4. List of facilities to be maintained
- 5. List of inspection and maintenance tasks for each facility
- 6. Identifications of any deed covenants, easements, or restrictions
- 7. Sample maintenance log
- 8. Copies of any third-party maintenance contracts

B. Maintenance of facilities by homeowner's association

- 1. Incorporation documents for the association
- 2. Membership criteria
- 3. Association officer responsible for maintenance
- 4. Establishment of fee assessment for maintenance work
- 5. Establishment of lien system
- 6. Reference to department order(s) in association charter
- 7. Transfer mechanism from developer to association
- 8. List of facilities to be maintained
- 9. Identification of any deed covenants, easements, or restrictions
- 10. Renewal of covenants and leases
- 11. List of inspection and maintenance tasks for each facility
- 12. Sample maintenance log
- 13. Copies of any third-party maintenance contracts
- C. Maintenance of facilities by municipality or municipal district
 - 1. Identification of the municipal department or utility district
 - 2. Contact person responsible for maintenance
 - 3. Evidence of acceptance of maintenance responsibility
 - 4. Transfer mechanism from developer
 - 5. List of facilities to be maintained
 - 6. List of inspection and maintenance tasks for each facility
 - 7. Identifications of any deed covenants, easements, or restrictions
 - 8. Sample maintenance log
- 2. General inspection and maintenance requirements
- a. Drainage easements
 - b. Ditches, culverts, and catch-basin systems
- c. Roadways and parking surfaces
- d. Stormwater detention and retention facilities
 - 1. Embankment inspection and maintenance
 - 2. Outlet inspection and clean-out
 - 3. Spillway maintenance
 - 4. Sediment removal and disposal
- e. Stormwater infiltration facilities
 - 1. Sediment protection plan
 - 2. Infiltration rehabilitation plan
 - 3. Sediment removal and disposal
 - 4. Groundwater monitoring plan
- f. Proprietary treatment devices
- g. Buffers
- h. Other practices and measures

Section 13. Urban Impaired Stream Submissions

- 1. Off-site credits
- 2. Compensation fees (Urban Impaired Stream/Phosphorus)
- 3. Development impacts

Section 14. Basic Standards

- A. Narrative
 - 1. Soil types
 - 2. Existing erosion problems
 - Critical areas
 - 4. Protected natural resources
- Erosion control measures

- 6. Site stabilization
- B. Implementation schedule
- C. Erosion and sediment control plan
 - 1. Pre-development and post-development contours
 - 2. Plan scale and elements
 - 3. Land cover types and boundaries
 - 4. Existing erosion problems
 - 5. Critical areas
 - 6. Protected natural resources
 - 7. Locations (general)
 - 8. Locations of controls
 - 9. Disturbed areas
 - 10. Stabilized construction entrance
- D. Details and specifications (for both temporary and permanent measures)
- E. Design calculations
- F. Stabilization plan
 - 1. Temporary seeding
 - 2. Permanent seeding
 - 3. Sodding
 - 4. Temporary mulching
 - 5. Permanent mulching
- G. Winter construction plan
 - 1. Dormant seeding
 - 2. Winter mulching
- H. Third-party inspections
 - 1. Inspector's name, address, and telephone number
 - 2. Inspector's qualifications
 - 3. Inspection schedule
 - 4. Contractor contact
 - 5. Reporting protocol

Section 15. Groundwater

- A. Narrative
 - 1. Location and maps
 - 2. Quantity
 - 3. Sources
 - 4. Measures to prevent degradation
- B. Groundwater protection plan
- C. Monitoring plan
 - 1. Monitoring points
 - 2. Monitoring frequency
 - 3. Background conditions
 - 4. Monitoring parameters
 - 5. Personnel qualifications
 - 6. Proof of training
 - 7. Equipment and methods
 - 8. Quality assurance/quality control
 - 9. Reporting requirements
 - 10. Remedial action plan
- D. Monitoring well installation report
 - 1. Well location map
 - 2. Elevation data
 - 3. Well installation data
 - 4. Well construction details
 - 5. Borehole logs
 - 6. Summary of depth measurements
 - 7. Characteristics of subsurface strata
 - 8. Well installation contract

	9. Schematic cross-sections
	10. Monitoring point summary table
	11. Protective casing
	12. On-site well identification
	Section 16. Water supply
	A. Water supply method
	1. Individual wells (evidence of sufficient/healthful supply)
	a. Support of findings by well drillers
	b. Support of findings by geologist
	2. Common well(s) (reports)
	a. Hydrogeology report
	b. Engineering report
	c. Well installation report
	d. Long-term safe yield and zone of influence determination
	e. Public water supply
	i. Proposed well or wells
	ii. Existing well or wells
	iii. Water quality analysis
	3. Well construction in shallow-to-bedrock areas
	4. Additional information
	5. Off-site utility company or public agency
	6. Other sources
	B. Subsurface wastewater disposal systems (locations of systems and wells)
	C. Total usage (statement re: total anticipated water usage)
	Section 17. Wastewater disposal
	A. On-site subsurface wastewater disposal systems (investigation results)
	1. Site plan
NA	2. Soil conditions summary table
	3. Logs of subsurface explorations
NA	Additional test pits, borings or probes
	a. Soil conditions A
	b. Soils with Profiles 8 and 9 parent material
	c. Soil conditions D
	d. Disposal field length 60 feet or greater
	5. 3-bedroom design
<u></u>	 3-bedroom design Larger disposal systems
NA	
NA	6. Larger disposal systems
NA	 6. Larger disposal systems a. System design details b. Plan view c. Cross sections
NA 	 6. Larger disposal systems a. System design details b. Plan view c. Cross sections d. Test pit data
NA 	 6. Larger disposal systems a. System design details b. Plan view c. Cross sections d. Test pit data e. Mounding analysis
NA	 6. Larger disposal systems a. System design details b. Plan view c. Cross sections d. Test pit data e. Mounding analysis B. Nitrate-nitrogen impact assessment
	 6. Larger disposal systems a. System design details b. Plan view c. Cross sections d. Test pit data e. Mounding analysis B. Nitrate-nitrogen impact assessment 1. When required
	 6. Larger disposal systems a. System design details b. Plan view c. Cross sections d. Test pit data e. Mounding analysis B. Nitrate-nitrogen impact assessment 1. When required a. Exempted
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	 6. Larger disposal systems a. System design details b. Plan view c. Cross sections d. Test pit data e. Mounding analysis B. Nitrate-nitrogen impact assessment 1. When required a. Exempted

- 3. Assessment report minimum requirements
 - a. Narrative and calculations
 - b. Site plan
 - i. Well locations
 - ii. 10 mg/l and 8 mg/l isocons
 - iii. Groundwater contours and groundwater flow divides
 - c. References
- 4. Denitrification systems
 - a. Design plans and specifications
 - b. Installation information
 - c. Monitoring plan
 - d. Maintenance
 - e. Backup system
- D. Municipal facility or utility company letter
- E. Storage or treatment lagoons

Section 18. Solid waste (list: type, quantity, method of collection and location)

- A. Commercial solid waste facility (final disposal location)
- B. Off-site disposal of construction/demolition debris (final disposal location)
- C. On-site disposal of woodwaste/land clearing debris
 - 1. Applicability of rules (evidence re: applicability of rules)
 - 2. Burning of wood wastes
 - a. Delineation on site plan
 - b. Plans for handling unburned woodwaste and woodash
 - c. Evidence of capacity to accept waste (approved facility)
 - d. Usage of materials
 - e. Data on mixing ratios and application rates
- D. Special or Hazardous Waste

Section 19. Flooding

- A. Explanation of flooding impact
- B. Site plan showing 100-year flood elevation
- _ C. Hydrology analysis
 - D. FEMA flood zone map with site boundaries

Section 20. Blasting

- A. Site Plan or map
- _ B. Report
 - 1. Assessment
 - 2. Blasting plan

Section 21. Air emissions (narrative and summary)

- A. Point and non-point sources identified
- B. Emission components (point sources)

Section 22. Odors

- A. Identification of nature/source
- B. Estimate of areas affected
- C. Methods of control)
- ____ Section 23. Water vapor (narrative)
- ____ Section 24. Sunlight (statement and drawing, if required)

Section 25. Notices

- A. Evidence that notice sent
- B. List of abutters for purposes of notice

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