

SUBMISSIONS CHECKLIST

If a provision is not applicable, put "NA"

Section 1. Development description

- A. Narrative
 - X 1. Objectives and details
 - X 2. Existing facilities (with dates of construction)
- B. Topographic map
 - X 1. Location of development boundaries
 - X 2. Quadrangle name
- C. Construction plan
 - X 1. Outline of construction sequence (major aspects)
 - 2. Dates
- D. Drawings
 - X 1. Development facilities
 - X a. Location, function and ground area
 - X b. Length/cross-sections for roads
 - X 2. Site work (nature and extent)
 - X 3. Existing facilities (location, function ground area and floor area)
 - 4. Topography
 - X a. Pre- and post-development (contours 2 ft or less)
 - X b. Previous construction, facilities and lot lines

X **Section 2. Title, right or interest** (copy of document)

Section 3. Financial capacity

- X A. Estimated costs
- B. Financing
 - X 1. Letter of commitment to fund
 - 2. Self-financing
 - NA a. Annual report
 - NA b. Bank statement
 - 3. Other
 - NA a. Cash equity commitment
 - NA b. Financial plan
 - NA c. Letter
 - NA 4. Affordable housing information

Section 4. Technical ability (description)

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

Section 5. Noise

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

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

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

X **Section 7. Wildlife and fisheries** (narrative)

X **Section 8. Historic sites** (narrative)

X **Section 9. Unusual natural areas** (narrative)

Section 10. Buffers

X A. Site plan and narrative

Section 11. Soils

- X A. Soil survey map and report
 - X 1. Soil investigation narrative
 - X 2. Soil survey map
- X 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
 - 4. Class D (Medium Intensity) Soil Survey
- C. Geotechnical Investigation
- X D. Hydric soils mapping

Section 12. Stormwater management

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

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

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

Section 13. Urban Impaired Stream Submissions

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

Section 14. Basic Standards

- X A. Narrative
 - X 1. Soil types
 - X 2. Existing erosion problems
 - X 3. Critical areas
 - X 4. Protected natural resources
 - X 5. 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

- NA 9. Schematic cross-sections
- NA 10. Monitoring point summary table
- NA 11. Protective casing
- NA 12. On-site well identification

Section 16. Water supply

- X A. Water supply method
 - NA 1. Individual wells (evidence of sufficient/healthful supply)
 - NA a. Support of findings by well drillers
 - NA b. Support of findings by geologist
 - NA 2. Common well(s) (reports)
 - NA a. Hydrogeology report
 - NA b. Engineering report
 - NA c. Well installation report
 - NA d. Long-term safe yield and zone of influence determination
 - NA e. Public water supply
 - NA i. Proposed well or wells
 - NA ii. Existing well or wells
 - NA iii. Water quality analysis
 - NA 3. Well construction in shallow-to-bedrock areas
 - NA 4. Additional information
 - NA 5. Off-site utility company or public agency
 - X 6. Other sources
- NA B. Subsurface wastewater disposal systems (locations of systems and wells)
- NA C. Total usage (statement re: total anticipated water usage)

Section 17. Wastewater disposal

- NA A. On-site subsurface wastewater disposal systems (investigation results)
 - NA 1. Site plan
 - NA 2. Soil conditions summary table
 - NA 3. Logs of subsurface explorations
 - NA 4. Additional test pits, borings or probes
 - NA a. Soil conditions A
 - NA b. Soils with Profiles 8 and 9 parent material
 - NA c. Soil conditions D
 - NA d. Disposal field length 60 feet or greater
 - NA 5. 3-bedroom design
 - NA 6. Larger disposal systems
 - NA a. System design details
 - NA b. Plan view
 - NA c. Cross sections
 - NA d. Test pit data
 - NA e. Mounding analysis
- NA B. Nitrate-nitrogen impact assessment
 - NA 1. When required
 - NA a. Exempted_____
 - NA i. Conventional systems meeting certain setbacks
 - NA ii. Denitrification systems
 - NA b. Special conditions and other exemptions
 - NA 2. Assumptions
 - NA a. Initial concentration
 - NA b. Background concentration
 - NA c. Contribution from development
 - NA d. Mixing and dilution
 - NA e. Severe-drought scenario
 - NA f. Wastewater flow to subsurface wastewater disposal fields

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

- X **Section 18. Solid waste** (list: type, quantity, method of collection and location)
 - X A. Commercial solid waste facility (final disposal location)
 - X B. Off-site disposal of construction/demolition debris (final disposal location)
 - NA C. On-site disposal of woodwaste/land clearing debris
 - 1. Applicability of rules (evidence re: applicability of rules)
 - 2. Burning of wood wastes
 - NA a. Delineation on site plan
 - NA b. Plans for handling unburned woodwaste and woodash
 - NA c. Evidence of capacity to accept waste (approved facility)
 - NA d. Usage of materials
 - NA e. Data on mixing ratios and application rates
 - NA D. Special or Hazardous Waste

Section 19. Flooding

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

Section 20. Blasting

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

Section 21. Air emissions (narrative and summary)

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

Section 22. Odors

- X A. Identification of nature/source
- X B. Estimate of areas affected
- X C. Methods of control)

X **Section 23. Water vapor** (narrative)

X **Section 24. Sunlight** (statement and drawing, if required)

Section 25. Notices

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

Supplemental requirements for Wind Energy Developments only:

Section 26. Shadow flicker

X A. A copy of the Windpro Analysis and associated narrative

Section 27. Public Safety

X A. Design safety certifications or other documents attesting to the safety of the wind turbine equipment.

X B. Evidence pertaining to overspeed controls

X C. Site plan documenting safety setbacks zones for each wind turbine

X D. Other documents as necessary to demonstrate safety considerations

Section 28. Tangible Benefits

X A. Narrative demonstration of tangible benefits

Section 29. Decommissioning

X A. Description of implementation trigger for decommissioning

X B. Description of extent of decommissioning

X C. Itemization of total cost to complete decommissioning

X D. Demonstration of financial assurance for completeness of decommissioning plan

Section 30. Generating Facility-visual Quality and Scenic Character

X A. (narrative, description, visual impact analysis)