

STORMWATER MANAGEMENT PERMIT SUBMITTED PLAN(S) CHECKLIST

Applicant's Name: _____ Engineer's Name: _____
Contact information: _____ Contact information: _____
Site Address: _____ Date: _____

The following checklist is not all-inclusive, but is a general representation of the requirements of the Weston Stormwater and Erosion Control Regulations for Major Stormwater Management Permits. The checklist should be used in the preparation of plans for the Major Stormwater Management Permit submittal. This checklist is to be completed and submitted with the Stormwater Management Permit Application.

All submitted site plans for Major Stormwater Management Permits shall clearly show the following information at 30-scale or less:

General Plan Information

- Original Plan; Size not greater than 24" x 36"; coordinate system-1983 North American Datum, Massachusetts State Plane, feet; and, North American Vertical Datum-1988 (NAVD88), and this reference shall be shown on the plan; Drawing scale; not less than 1'=30'
- Property owner's name, address, and telephone number
- Engineer's or Land Surveyor's name, address, telephone number
- Plan shall be stamped by a Registered Professional Engineer
- Title of Plan
- Property address and/or lot number; and, Assessor map and Parcel ID
- Locus Map
- North arrow
- Date of original drawing, and revision block with all revisions
- Provide a plan legend with all line types and symbols
- Electronic version of plan(s); PDFs on disc or sent via e-mail

Existing Conditions Plan

- Existing zoning, and land use at site
- Location of all existing easements
- Location of existing utilities
- Existing topography, with 2-ft. contours minimum
- Locations of all existing bodies of water, including wetlands, floodplains, buffer zones, etc., and appropriate setbacks
- All components of existing septic systems
- Dimension all property lines with bearings and distances
- Locations of all soil testing including test pits/deep holes, boring, and perc tests.

Proposed Conditions Plan

- Proposed grading-contours at 2-ft. minimum intervals, and spot elevations. Grading not to exceed 2:1 (H:V) without slope stabilization.
- Show all proposed improvements and major features on the property such as, but not limited to, buildings or other structures, utilities, walls, impervious surfaces, etc.
- All existing and proposed driveways and walks. Indicate new impervious areas and provide area.
- Show all existing and proposed utilities including but not limited to water, sewer, gas, drainage, perimeter drain
- Show proposed septic system components.
- Show proposed building with top of foundation or finish floor elevations
- Show/dimension all property line setbacks
- If plan is too busy with too many drawing layers turned on, and unreadable, provide separate existing and proposed conditions.

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Drainage facilities and components

- Show the foundation drain. Foundation drain is not to be connected to an infiltration system for stormwater.
- Show all proposed drainage facilities on the plan including infiltration systems, detention facilities, basins, swales, etc. Label pipes and structures with materials and sizes. Show all elevations including rims, inverts, etc. All elevations are to be consistent with calculations.
- Provide details of all drainage components including infiltration systems and dry wells, catch basins, drain manholes, area drains, swales, detention ponds, rain gardens, etc.
- Indicate on plan, all required inspections for the stormwater facilities and erosion control inspections.
- Show seasonal high groundwater for all infiltration systems.
- Provided all soil testing test pits and soil logs.

Erosion Controls

- Show the erosion control line as needed on the plan.
- Show limit of work line if different than erosion control line. If the same, indicate such.
- Provide an erosion control detail with the installation method.
- Erosion Control Notes
- Required erosion control inspections; indicate to provide two day notice for inspection.
- Slope stabilization for slopes steeper than 2:1 (H:V)
- Show construction access areas. Provide a minimum 20' x 30' stone tracking pad if existing driveway is not used.

Other Plans

- Provide Drainage area plans for pre and post development conditions. Show sub drainage area boundaries, with labels which are consistent with calculations, and time of concentration flow paths.
- Provide septic plans of existing septic systems or proposed septic systems

If an item is not applicable, indicate it as not applicable. If an item is applicable, but not checked, indicate the reason it is not checked. Review of plans will not continue if all the Stormwater and Erosion Control Regulations' requirements are not provided and all applicable items above are not checked off.