

Checklist for Projects Submitting a Stormwater Management Standards – Drainage Report Exemption

Checklist for Construction Plans

Item	Name of Item	Required For Construction Submittal
1	Existing Conditions Survey Sheets – Professional will determine minimum area requiring topographic survey (T-2) for drainage design	<input checked="" type="checkbox"/>
2	Site Plan Sheets shall include all proposed work, E&S Controls and Construction Details	<input checked="" type="checkbox"/>
3	Bind Plan Set – No Separate Sheets	<input checked="" type="checkbox"/>
4	All Surveys – Sealed & Signed by a Licensed Surveyor	<input checked="" type="checkbox"/>
5	All Site Plans – Sealed & Signed by a Professional Engineer or Landscape Architect	<input checked="" type="checkbox"/>

Checklist for Certificate of Occupancy

Item	Name of Item	Required For Certificate of Occupancy Submittal
1	Site Inspection Certification Sign-Off – Form SC - 102	<input checked="" type="checkbox"/>
2	Drainage Certification Sign-Off – Form SC - 103	<input checked="" type="checkbox"/>
3	Bioretention Soil Testing Certification Sign-Off (as applicable) – Form SC - 104	<input checked="" type="checkbox"/>
4	Field Inspection Record – Form SC - 106	<input checked="" type="checkbox"/>
5	Directly Connected Impervious Area (DCIA) Certification – Post-Construction – Form SC - 108	<input checked="" type="checkbox"/>
6	Operation & Maintenance Plan Report – (see Form CL - 104 for what is required in report)	<input checked="" type="checkbox"/>
7	Improvement Location Survey Depicting “As-Built” Conditions (see Form CL - 106 for what is required on plan)	<input checked="" type="checkbox"/>