

Completeness Checklist

Project Name:

PAN

Review Date:

Reviewer:

Status	Item	Notes
ALL APPLICATIONS		
<input type="checkbox"/>	Signed application form OR submittal of application through online portal	
<input type="checkbox"/>	Application Fee and Review and Inspection Fee Deposit	
3.0 STORMWATER		
<input type="checkbox"/>	Construction plan set that includes:	
<input type="checkbox"/>	Existing and proposed site conditions including:	
<input type="checkbox"/>	Grading	
<input type="checkbox"/>	Utilities	
<input type="checkbox"/>	Structures	
<input type="checkbox"/>	Roads	
<input type="checkbox"/>	Easements	
<input type="checkbox"/>	Delineation of water resources and floodplain, if applicable	
<input type="checkbox"/>	Stormwater management design details	
<input type="checkbox"/>	Preliminary plat, if applicable	
<input type="checkbox"/>	Ditch maintenance easements, if applicable	
<input type="checkbox"/>	Stormwater Management Report that includes:	
<input type="checkbox"/>	Stormwater narrative	
<input type="checkbox"/>	Provide the following showing applicable information for each point of discharge:	
<input type="checkbox"/>	Hydrologic and hydraulic design calculations, summary report, and tables for existing and proposed conditions	
<input type="checkbox"/>	Water quality model or calculations that summarize percent TSS reduction	
<input type="checkbox"/>	Existing and proposed drainage maps	
<input type="checkbox"/>	For all applicable wetlands, provide the following:	
<input type="checkbox"/>	Existing and proposed drainage areas	
<input type="checkbox"/>	Tables showing rate and bounce for discharges into wetlands	
<input type="checkbox"/>	Hydrographs for discharges into wetlands	
<input type="checkbox"/>	TSS reduction calculations for pretreatment to filtration/infiltration practices, if applicable	
<input type="checkbox"/>	Geotechnical Report that includes:	
<input type="checkbox"/>	Benchmark elevation must be provided such that staff can determine elevations within the reported soil profiles	
<input type="checkbox"/>	If applicable, provide evidence that infiltration is allowed on site per District rule 3.3.3.2.b	
4.0 SOILS AND EROSION CONTROL		
<input type="checkbox"/>	Erosion and sediment control plan including:	
<input type="checkbox"/>	Existing and proposed site conditions including:	
<input type="checkbox"/>	Grading	
<input type="checkbox"/>	Utilities	
<input type="checkbox"/>	Structures	
<input type="checkbox"/>	Roads	
<input type="checkbox"/>	Easements	
<input type="checkbox"/>	Delineation of water resources and floodplain, if applicable	
<input type="checkbox"/>	Identification of temporary erosion and sediment control measures	
<input type="checkbox"/>	If applicable, documentation that applicant has applied for the NPDES permit or acknowledgement they will	
5.0 WETLANDS		
<input type="checkbox"/>	Valid approved wetland delineation for all wetlands proposed to be impacted	
<input type="checkbox"/>	Joint Application signed by the Applicant	
<input type="checkbox"/>	Figures showing proposed wetland impacts overlaid on the grading plan, if applicable	
<input type="checkbox"/>	Demonstrated good faith effort in meeting sequencing requirements, if applicable	
<input type="checkbox"/>	Executed purchase agreement for wetland bank credits, if applicable	
6.0 FLOODPLAIN		
<input type="checkbox"/>	Construction plan set that includes:	
<input type="checkbox"/>	Existing and proposed site conditions including:	
<input type="checkbox"/>	Grading	
<input type="checkbox"/>	Utilities	
<input type="checkbox"/>	Structures	
<input type="checkbox"/>	Roads	
<input type="checkbox"/>	Easements	
<input type="checkbox"/>	Delineation of water resources	
<input type="checkbox"/>	Delineation of District floodplain	
<input type="checkbox"/>	Computation of compensatory storage, if applicable, including	
<input type="checkbox"/>	Figure clearly showing cut and fill areas	
<input type="checkbox"/>	Calculations demonstrating no net loss of floodplain storage within the relevant reach	
<input type="checkbox"/>	Soils information showing elevation of seasonally high saturated soils	
7.0 DRAINAGE, BRIDGES, CULVERTS & UTILITY CROSSINGS		
For construction, improvement, or repair of a public or private drainage system:		
<input type="checkbox"/>	Plans and details showing:	
<input type="checkbox"/>	Section of ditch or drainage system	
<input type="checkbox"/>	Depth, in feet, proposed to be dredged	
<input type="checkbox"/>	Placement of dredged material	
<input type="checkbox"/>	Evidence that the affected property owners have been contacted and will allow access:	
<input type="checkbox"/>	Narrative describing construction methods	
For construction, improvement, or repair of bridges, culverts, and crossings:		
<input type="checkbox"/>	Plans and details showing:	
<input type="checkbox"/>	Existing and proposed flow line (invert) elevations	
<input type="checkbox"/>	End details with flared end sections, wingwalls and/or riprap (energy dissipators)	
<input type="checkbox"/>	Size and description of structure	
<input type="checkbox"/>	Emergency overflow elevation and route	
<input type="checkbox"/>	Separation of 4 feet from bottom of approved low elevation of ditch or waterway to top of utility crossing, if applicable	
<input type="checkbox"/>	Narrative describing construction methods	
<input type="checkbox"/>	Discussion of potential effects on water levels upstream and downstream of the project area and computations of watershed area, peak flow rates and elevations, if applicable	
8.0 BUFFERS		
<input type="checkbox"/>	Construction plan set that includes:	
<input type="checkbox"/>	Existing and proposed site conditions including:	
<input type="checkbox"/>	Grading	
<input type="checkbox"/>	Utilities	
<input type="checkbox"/>	Structures	
<input type="checkbox"/>	Roads	
<input type="checkbox"/>	Easements	
<input type="checkbox"/>	Delineation of water resources	
<input type="checkbox"/>	Identification of applicable water resource type(s)	
<input type="checkbox"/>	Delineation of proposed buffer area	
<input type="checkbox"/>	Calculations for buffer averaging, if applicable	