



COMMERCIAL PLAN REVIEW CHECKLIST

Name of Development: _____

Location: _____

Reviewed by: _____

Date of Review: 1st _____ 2nd _____ 3rd _____

Hall County Project Number: _____

Use this checklist with the GSWCC approved checklist for Erosion, Sedimentation & Pollution Control.

3 rd	2 nd	1 st	Stormwater Management Report – <i>Required for all projects submitted for review.</i>	
			1.	Pre-developed and Post Developed Drainage Maps showing drainage areas, Time of Concentration (Tc) Calculations based on travel length, elevation, and Mannings “n”, and a point of study.
			2.	Run-off coefficients based on the Georgia Stormwater Management Manual.
			3.	Inflow hydrographs with peak flows for 1, 25 and 100 year storms (as a minimum).
			4.	Stage/Storage/Discharge table and graph for all proposed detention ponds.
			5.	Provide in plans and hydro outlet control structure (O.C.S.) details and calculations, including those for the emergency spillway, drain valve, anti-seep collar, etc.
			6.	Hydrological routing for 1, 25 and 100 year storms routed through the proposed stormwater management facility.
			7.	Stormwater Quality Site Development Review Tool demonstrating compliance with TSS loading for the entire site. Ponds should include forebay, anti-seep collars and drain valve if necessary. Utilize Georgia Stormwater Management Manual for all design requirements.
			8.	Proprietary Device Certification (% removal). Flow rate going through device and manufacturer’s specs.
			9.	Assure credits used are valid for site (overland flow, conservation easement, etc.) NOTE: Conservation easement must be recorded prior to C.O. Provide signed Conservation Easement form .
			10.	Assure land use maps reflect data entered in the Stormwater Quality Site Development Review Tool.
			11.	For all Structural Controls utilized in the Stormwater Quality Site Development Review Tool, provide detailed drawings and narratives (as needed) in the Stormwater Management Report and on the plans. (To include credits such as natural conservation easements).
			12.	The Stormwater Management Report should bear the original seal and signature(s) of the Registered Professional Engineer who prepared the report.
			13.	Provide signed Acknowledgement of Watershed Protection Provisions agreement form .
			14.	STATE WATERS – Delineate any state waters (on plans & Stormwater Management Report) with a 50’ undisturbed buffer and appropriate setbacks that are on or within 200 feet of project site.
			15.	Provide a 20’ drainage easement, from the 100-year storm routed elevation and shall grant Hall County permission to enter upon subject property. Provide signed Stormwater Management Facility Access Easement agreement form .
			16.	If required, provide minimum 5’ high chain link fencing with warning signs and a 14’ gate. Fence is required if steeper than 3:1 slope and deeper than 3’ at 25 year storm elevation.
			17.	Provide a silt gauge, if applicable, and concrete survey marker.
			18.	Provide water quality BMPS, if applicable. (No Sd4’s)
			19.	Provide details for silt gauge, concrete survey marker, O.C.S., fence, fence gate, warning signs, and water quality BMP’s.

This original checklist, along with the redline copies and corrected copies of the plans and hydrology report, must be returned to Hall County Public Works Department in order for the plans to be rechecked.



3 rd	2 nd	1 st	Misc.
			20. DISPOSAL AREAS – Add notes to cover plat “ Debris is to be taken offsite to an EPD-approved offsite location. ” “ No bury pits allowed ”.
			21. DETENTION PONDS – Add note to plan that “detention pond or sediment basin/storage will be installed and functioning before any major grading or impervious surfaces are constructed”.
			22. RETAINING WALLS - Walls over 4’ in height and part of initial infrastructure will be required to be designed and inspected by design professional or representative and inspection report will be required at time of C.O.
			23. FLOOD HAZARD AREA –Delineate any FEMA and Future Floodplains. Confirm current floodplain information with Hall County GIS. Identify current FIRM panel number & date on plans. Any activity in floodplains must have Floodplain Management Plan.
			24. POST CONSTRUCTION CERTIFICATION – Include post construction certification for installation of site specific structures (retaining walls, proprietary devices, etc.).
			25. NPDES PERMIT – NOI required for disturbed areas greater than 1 acre. Provide copy of NOI and EPD required postage.
			26. D.O.T. PERMIT – Approval required prior to issuance of a development permit. Provide a copy of the orange permit.
			27. Sewer District – Note the Sanitary sewer service district.
			28. ZONING LETTER – Attach to cover and insure compliance to conditions (road improvements, etc.).
			29. COMMERCIAL - Recycle water (Car Wash) and rain sensor shut off (Irrigation).
			30. SEWER – Note the Sanitary sewer service district.
			31. DIGITAL PLANS - Provide a 2007 saved Autocad/DWG file and signed P.E. Stamped dated pdf files. Provide PDF of P.E. stamped Stormwater Management Report.

NOTE: Items marked with red “X” must be corrected before permit completion.

ADDITIONAL COMMENTS:

This original checklist, along with the redline copies and corrected copies of the plans and hydrology report, must be returned to Hall County Public Works Department in order for the plans to be rechecked.