

Commercial Development Checklist

STORMWATER MANAGEMENT COMMERCIAL DEVELOPMENT				
Page #	Description	Comments by Plan Preparer	Comments by Plan Reviewer	
	Common address and legal description.			
	Vicinity map.			
	Design professional's seal, signature, address, and telephone number.			
	24-hour contact name and telephone number.			
	Identification of benchmarks used.			
	Total site area.			
	Total amount of disturbed area (acres).			
	Total amount of existing and proposed impervious area (Square Feet).			
	Statement regarding ownership of stormwater management system after construction is complete.			
	Statement regarding the existence / absence of 100-year floodplain onsite, and FEMA FIRM number that was referenced for this determination.			
	Statement regarding any offsite easements that may be necessary.			
	Statement regarding any proposed facilities or uses that may be classified as a stormwater hotspot, including a description of the anticipated pollutants.			
	Select appropriate Floodplain Note(s). Either select Note A or B and select Notes C and D as applicable. A. There is no floodplain on this property from a water course with a drainage area exceeding 100 acres or floodplain per FIRM Panel dated B. Floodplain on this property from all water courses with a drainage area exceeding 100 acres is shown. C. Floodplain shown is from FIRM panel dated D. Floodplain shown is from Floodplain study titled by dated Study was done as a part of project number XXXXXXXX.			
	Total wetland acres on site are			
	Add Note to plans: Contractor shall provide positive drainage away from all buildings.			

Scaled drawing showing the location of all existing topography, utilities, impervious surfaces, wooded		
areas, stormwater facilities, wetlands, State Waters, buffers, setbacks, and floodplains.	<u> </u>	
Select appropriate wetlands note(s). Select either A or B if wetlands are being disturbed on the site		
select Note C.		
A. There are no wetlands being disturbed on this site.		
B. All wetlands to be disturbed are delineated on this site.		
C. The wetlands are being disturbed in accordance with permit		
Select the appropriate SWM note.		
A. Storm Water Management for this project is provided on-site.		
B. Storm Water Management for this site is provided off-site in project named with case		
number XXXXXXXX.		
Select appropriate State Waters Note(s). Select either A or B and if a State Waters buffer is being		
disturbed on the site select Note C.		
A. There are no stream buffers on this property.		
B. A 50-foot undisturbed buffer and a 75-foot impervious setback shall be maintained adjacent to all		
streams.		
C. Stream buffer variance number was obtained to work in buffer as shown.		
Wetland certification: The design professional, whose seal appears hereon, certifies the following:		
1) The National Wetland Inventory maps have been consulted; and, 2) The appropriate plan sheet []		
does / [] does not (circle appropriate box) indicate areas of united states army corps of engineers		
jurisdictional wetlands as shown on the maps; and, 3) If wetlands are indicated, the land owner or		
developer has been advised that land disturbance of protected wetlands shall not occur unless the		
appropriate federal wetlands alteration ("section 404") permit has been obtained.		
Provide offsite drainage easement agreement between property owners. Provide the document to the		
stormwater department.		
Source of topography is and reference datum is (i.e., NGVD 1929, Mean Sea Level, etc.	,	
Developer is to clean out accumulated silt in detention pond at end of construction when disturbed areas		
have been stabilized. Regular maintenance shall be the responsibility of the homeowner's association of	r	
the property owner.		
Grading Plan		
Show existing stormwater conveyances and structural control facilities.		
Number all pipes and structures on plan. & Label structures as SWCB, DWCB, DI, WI, JB, HW, FES		
(SHOW THE SAME ON THE PIPE PROFILES).		
Latitude and longitude of all proposed detention and water quality treatment facilities.		

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OCS profile must reflect the actual field conditions as shown on the grading sheet. Provide freeboard for	
earthen dams at least 1.5 feet above 100-year ponding elevation and 1 foot for non-earthen, walled dams.	
Provide a cross section of the SWM facility (section will reflect actual field conditions with all	
elevations, structures, embankment, spillway, OCS, outlet pipe, forebay, trash rack).	
Inlet and outlets should be at opposite ends of the pond to maximize flow length. Baffles or islands may	
be installed to increase the flow path length and to minimize short-circuiting.	
Provide the cross sections for all the proposed SWM BMP. Cross sections will reflect actual field	
conditions as shown on the grading sheet. (Include: top of bank elevations, ponding depths, underdrain	
size & elevation, width, side slopes, filter fabric, landscape filter strip, overflow structure, washed stone,	
planting media etc.)	
Provide the 100-year ponding elevation of the detention pond & provide a callout.	
 Provide a drainage easement and access easement around the stormwater management facility. Provide	
the drainage easement a minimum 10-feet outside of the 100-year ponding limits of the stormwater	
management facility.	
Provide orifice protection via end caps or other methods and provide a trash rack if deemed necessary.	
Provide a fence around the facility (fence requirements must adhere to Rockdale County's Ordinance	
Sec. 310-36.	
Scaled drawing, details, and construction notes showing the location, species, spacing, installation, and	
protection of all proposed plantings for water quality facilities.	
Pipes and Channel Profiles	
Minimum pipe's diameter in public owned right-of-way shall be a minimum of 18" in diameter. (Per	
Rockdale County Ordinance Sec.332-16)	
Provide pipe profiles. Show existing and proposed ground surface profiles, pipe lengths, slopes, inverts,	
and 25-year hydraulic grade lines.	
Provide channel profiles. Show existing and proposed ground surface profiles, channel lengths, 25-year	
normal flow depth and slopes. Include the channel cross-sections.	
25-year hydraulic grade line must be at least 1 foot below the gutter line or top of grate.	
Cross drain culverts or pipe systems designed to convey water from one side of a public right-of-way to	
the other shall be designed to pass the fully developed peak flow associated with a 100-year storm.	
Required 1.5 feet of freeboard between the 100-yr. ponding elevation and the centerline of the road,	
without raising the 100-yr. flood elevation on upstream properties. (Per Rockdale County Ordinance	
Sec.332-16)	
Minimum slope for storm drainpipes is 0.50% (provide a note for all pipes that will have a lower slope.	
Note must state that the conveyance system will require additional maintenance due to the slope.)	

Per GSMM Minimum Velocity (V25) for storm pipe is 2.5fps (flowing full). Provide a note if the velocity will be lower.	
Channel velocities for the fully developed 25-year flow shall not exceed the non-erosive velocity.	
Minimum pipe cover shall be two feet. (Per Rockdale County Ordinance Sec.332-16)	
Show all utility crossings in the profiles & label the pipe size and material & ensure there is a min 18" vertical separation.	
Provide complete pipe chart including the following: (Include OCS outlet pipe) Upstream Structure Type (DWCB, SWCB, DI, etc.) Pipe numbers/Pipe Structures Pipe size (in) Pipe length (lf) Pipe slope (%) Design discharge (cfs) Rainfall Intensity (in/hr) Design discharge (cfs) Runoff coefficient(C) Pipe material/coating Velocity (fps) *(Pipes shall be sized for the 25-yr design storm; culverts for the 100 yr. design storm)	
Provide complete channel chart indicating the following: Open channel numbers Contributing drainage area Runoff coefficient	
Conveyance size/dimensions Channel lining material Channel length Channel slope (Maximum 10%.) Velocity (fps) Design discharge (cfs) Normal flow depth *(Channels shall be sized for the 25-yr design storm)	
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Soil Erosion and Sedimentation Control Plans			
Must submit Erosion, Sedimentation & Pollution Control Plans Checklist on plans. Plan shall conform to the design guidelines in the 2016 Manual for Erosion and Sediment Control in Georgia and the Rockdale County Soil Erosion and Sedimentation Control Ordinance Chapter 306			
Erosion control maps, drawings, and supportive computations shall bear the signature, date of signature, and seal of a registered or certified professional in engineering, architecture, landscape architecture, land surveying, or erosion and sediment control.			
Provide graphic scale and north point arrow indicating magnetic north.			
Provide boundary line survey information.			
Location and boundaries of natural feature protection and conservation areas such as wetlands, lakes, ponds, and other setbacks (stream buffers, drinking water well setbacks, septic setbacks, etc.)			
Show all proposed structures or additions to existing structures.			
For projects in Big Haynes Creek watershed inside the 7-mile radius to Black Shoals Reservoir, on perennial streams shown on the USGS quad maps, show a minimum 100-foot buffer and 150-foot no-impervious surface setback. See the zoning resolution for exempt activities.			
Locate the erosion and sediment control measures on the plan using the uniform coding symbols from chapter 6 of the Manual for Erosion and Sediment Control in Georgia.			
Discharge of water from sediment basins and impoundments must utilize outlet structures that withdraw water from the surface. Add detail Sk.			
Provide the manufacturer's name of the skimmer (Sk).			
If wetlands exist on the project property, the wetland areas must be indicated on the site plan. NWI Maps are also available on the internet at http://www.fws.gov/wetlands/Data/Mapper.html			
Any work proposed in the stream bed will require authorization from the US Army Corps of Engineers.			
Rockdale County will not issue a land disturbance permit until we receive documentation from the Corps of Engineers that an Individual Permit or a Letter of Permission authorizes the proposed encroachment in wetland areas. If the encroachment is authorized under a Nationwide Permit, we must receive documentation from the applicant's engineer about which Nationwide Permit is applicable and why the encroachment meets the conditions of that Nationwide permit. We also must receive a copy of the approved PCN letter from the Corps of Engineers, if applicable.			
Provide the GSWCC Level 2 Design Pro Cert. & include the issued and expiration dates.			
Provide the water monitoring and sampling locations (adhere to the requirements of the NPDES GAR Permits).			
Show all perennial and/or intermittent streams.			

Stormwater Management Report	
Stormwater Management Report shall be prepared in accordance with the current Georgia Stormwater Management Manual & the Rockdale County Post Development Stormwater Management Ordinance Chapter 310.	
Professional Engineer seal, signature, and date.	
Narrative of existing site conditions, proposed project, and post-construction stormwater management measures.	
Provide Energy Dissipation Sheet.	
Provide Downstream receiving conveyance velocity summary sheet.	
Provide Time of Concentration Summary Sheet.	
 Provide a table of contents and either provide page numbers or tabs referencing sections for the following. 1) Narrative 2) Hydrology 3) Water quality 4) Floodplain 5) Environmental permits 6) Annotated checklists. 	
Mandated Model Ordinance requires 100% Runoff Reduction. See Rockdale County's Ordinance Sec. 310-36. Provide a runoff reduction infeasibility report if the requirements are not meet. See Rockdale County's website under the Stormwater Management Department for the report.	
Provide Curve Number Summary Sheet.	
Provide Gutter Spread Calculations Summary Sheet.	
Calculations determining the capacity of existing pipe to carry the proposed discharges.	
Calculations showing discharge of concentrated flows into the streets do not exceed the flow rates in Rockdale County's Ordinance.	
Show Time of Concentration calculations for all hydrographs. Follow the procedures set forth in the Georgia Stormwater Management Manual. (GSMM)	
Curve Number calculations for both pre-developed and post-developed conditions for all hydrographs. Follow the procedures set forth in the Georgia Stormwater Management Manual. (GSMM)	
Provide Energy dissipater calculations/designs for outlet headwalls of pipes and detention ponds.	

 velocities. If the non-erosive velocity of the stream is exceeded, detention may be required. Provide calculations with cross-section, depth of flow and velocity in channel. Analyze existing pipe systems and culverts for compliance with current development regulation design criteria. Culverts should pass Q100. If existing pipes are not adequate for increased 100-year flow, detention may be required. Hydrograph comparisons for the 1, 2, 5, 10, and 25, 50 and 100-year storms for both the downstream property line study point and the point where the drainage basin equals 10 times the project area. A detailed written description of the first 500 feet off site. Post-developed peak flows at every location where run-off will leave the development must be less that 		
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or equal to pre-developed flows, unless meeting the conditions.		
Provide the 24-hour rainfall depths for the 1, 2, 5, 10, 25, 50 and 100-year design storms. Rainfall value can be obtained from NOAA Atlas 14	es 🗆	
Provide a scale on all drainage maps in the Stormwater Management report.		
Provide water quality and channel protection orifice sizing calculations.		
Dam safety and breach analysis if applicable.		
Provide cross-section of all proposed BMP's (detention ponds, bioretention etc.). Where applicable		
should include but not limited to outlet pipe, emergency spillway, embankment slopes, minimum		
embankment top width, outlet control structures, headwalls, soil media, underdrains, aggregate base,		
riprap outlet protection, etc. Verify that minimum 1'-6" freeboard above maximum water surface		
elevation is provided for earthen dams.		
Prior to approval of the report, the applicant shall certify and provide all corresponding documentation		
and all other applicable environmental permits required for the site.		
A) NOI-Notice of Intent		
B) USACE 404 Permit (wetlands)		
C) Ga. EPD Stream Buffer Variance		
Provide a table that summarizes land use distribution for each drainage basin shown on the pre-		
developed drainage maps in the Stormwater Management Report.		
Provide a table that summarizes land use distribution for each drainage basin shown on the post-		
developed drainage map in the Stormwater Management Report.		

Show detailed design calculations for each proposed BMP and reference section in the GSMM where design calculations can be found. Include an annotated checklist that shows proposed BMP meets all design requirements outlined in the GSMM. Provide calculations for the required water quality and channel protection volumes for the proposed BMP's based on the unified sizing criteria in the GSMM. Image: Comparison of the required water quality and channel protection volumes for the proposed BMP's based on the unified sizing criteria in the GSMM. Provide calculations showing emergency spillway is designed to pass the 100-year storm event and that freeboard for earthen dams is at least 1 foot above 100-year ponding elevation. Image: Comparison of Compari	All selected BMPs shall be designed in accordance with the design guidelines provided in the GSMM.	
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http://www.northgeorgiawater.com). Image: Comparison of the state of the sta	Show that water quality treatment provided achieve 80% TSS goal by providing calculations or a	
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	Provide a downstream hydrologic analysis (Pre- and Post- peak flows and peak timing) to the point in	
Show all confluences downstream, to and including the 10% point on a topo/basin map.		
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Drainage Basins				
A map showing drainage areas used for pipe design.				
A map showing drainage areas for all hydrographs.				
A map showing all on-site drainage areas, off-site drainage areas, and all pond bypass areas considered in detention calculations.				
Show hydraulic flow path, CN, Tc and Acreage for all Pre- and Post-Developed Drainage Basins.				
Describe in combination with a topographic map, all culverts, obstructions, existing and potential erosion problems, elevations of existing improvements, and existing drainage complaints, between the downstream property line and the 10% point.				
Provide the correct delineation of the drainage basins				
Provide the point of analysis for each basin-POA is the location where the water discharges off the site (show on the site boundary).				
Provide the topography on the Pre and Post developed maps.				
Post development map delineation must match the proposed grading on the civil site plans.				
Provide the overland sheet flow, shallow concentrated flow, and open channel flow information on Pre/Post Dev maps (Tc calculations should match the map info).				
Water Quality Performance	•			
Use the Georgia Stormwater Management Manual – Stormwater Quality Site Development Review Tool-provide additional information that supports the SWM system will achieve the 80% TSS removal rate.				
Minimum reduction in TSS Loading shall be 80% based on the average rainfall depth of 1.2" in Georgia.				
Provide a map delineating the different land use types for the water quality analysis purposes. (i.e., Impervious Area, Disturbed Pervious Area, Undisturbed Upland Area, Undisturbed Stream Buffer Area)				
Provide a print-out of the complete Stormwater Quality Site Development Review Tool. Printout should include both input and output files.				
Provide a BMP and water quality map. Map must match the proposed BMPs shown in the review tool. Provide the impervious total, acre total, for each proposed BMP on.				
Provide the runoff reduction infeasibility report if the requirement is not meet. Report must be submitted to the Stormwater Management Department prior to the initial plan review submittal.				

	Flood Study Review – Only use if Flood Area is on Property		
	All locations with FEMA floodplain and Rockdale County's future floodplain located on the lot must submit a FEMA Elevations Certificate prior to the issuance of the Building Permit. (Per Rockdale County's Ordinance Sec.320-3)		
	Per Rockdale County's Ordinance Sec. 320-3. Permit Procedures and Requirements: No owner or developer shall perform any development activities on a site where an area of special flood hazard or area of future-conditions flood hazard is located without first meeting the requirements of this chapter prior to commencing the proposed activity.		
	An application for a development project with any area of special flood hazard or area of future- conditions flood hazard located on the site shall include a floodplain management/flood damage prevention plan. (Per Rockdale County's Ordinance Sec.320-3)		
	Flood Damage Prevention Plan Checklist-Only use if Flood Area is on	Property	
Page#	The floodplain management/flood damage prevention plan must include all requirements listed in Sec.320-3.	Comments by Plan Preparer	Comments by Plan Reviewer
1	Site plan drawn to scale, which includes but is not limited to:	•	
	Existing and proposed elevations of the area in question and the nature, location and dimensions of existing and/or proposed structures, earthen fill placement, amount and location of excavation material, and storage of materials or equipment.		
	For all proposed structures, spot ground elevations at building corners and 20-foot or smaller intervals along the foundation footprint, or one foot contour elevations throughout the building site.		
	Proposed locations of water supply, sanitary sewer, and utilities.		
	Proposed locations of drainage and stormwater management facilities.		
	Proposed grading plan.		
	Base flood elevations and future-conditions flood elevations.		
	Boundaries of the base flood floodplain and future-conditions floodplain.		
	If applicable, the location of the floodway.		
	Certification of the above by a licensed professional engineer or surveyor.		
2	Building and foundation design detail, including but not limited to:		
	Elevation in relation to mean sea level (or highest adjacent grade) of the lowest floor, including basement, of all proposed structures.		
	Elevation in relation to mean sea level to which any non-residential structure will be floodproofed.		
	Certification that any proposed non-residential flood proofed structure meets the criteria in subsection [320-5(b)(2)].		

	For enclosures below the base flood elevation, location and total net area of flood openings as required in subsection $[320-5(a)(5)]$.	
	Design plans certified by a licensed professional engineer or architect for all proposed structure(s).	
3	Description of the extent to which any water course will be altered or relocated as a result of the proposed development;	
4	Hard copies and digital files of computer models, if any, copies of work maps, comparison of pre- and post-development conditions base flood elevations, future-conditions flood elevations, flood protection elevations, special flood hazard areas and regulatory floodways, flood profiles and all other computations and other information similar to that presented in the FIS.	
5	Copies of all applicable state and federal permits necessary for proposed development, including but not limited to permits required by Section 404 of the Federal Water Pollution Control Act, Amendments of 1972, 33 U.S.C. 1334.	
6	All appropriate certifications required under this chapter.	
7	The approved floodplain management/flood damage prevention plan shall contain certification by the applicant that all development activities will be done according to the plan or previously approved revisions. All development permits and/or use and occupancy certificates or permits may be revoked at any time if the construction and development activities are not in strict accordance with approved plans.	
8	Prior to the issuance of the Building permit, provide an As-built elevation certificate or flood proofing certificate for nonresidential construction including the lowest floor elevation or floodproofing level immediately after the lowest floor or floodproofing is completed.	
9	A final elevation certificate shall be provided after completion of construction including final grading of the site. Any lowest floor certification made relative to mean sea level shall be prepared by or under the direct supervision of a licensed land surveyor or professional engineer and certified by same. When floodproofing is utilized for nonresidential structures, said certification shall be prepared by or under the direct supervision of a licensed professional engineer or architect and certified by same using the FEMA Floodproofing certificate. This certification shall also include the design and operation/maintenance plan to assure continued viability of the floodproofing measures.	
	All questions and/or concerns regarding floodplain information please contact the Certified Floodplain Manager Klon Waldrip	