



ENGINEER'S CHECKLIST FOR CONCEPTUAL STORM WATER MANAGEMENT PLAN

*This checklist must be provided with the Preliminary Plat application.
Please attach additional sheets as necessary for comments and descriptions.*

1. Planning Concerns

- A. Have any previous drainage or watershed plans been completed in the watershed? (If yes, describe) Yes ___ No ___ N/A ___
- B. Is there any known history of flooding downstream? (If yes, describe conditions and locations) Yes ___ No ___ N/A ___
- C. Is there any known history of excessive erosion downstream? (If yes, describe conditions and locations) Yes ___ No ___ N/A ___
- D. Are there any known downstream drainage constrictions such as undersized culverts or channels? Size? Yes ___ No ___ N/A ___
- E. Are there any FEMA 100-year floodplains which will need flood studies, CLOMRs, LOMRs, etc., for this project? Yes ___ No ___ N/A ___
- F. Are there any known or suspected wetlands areas, mitigation areas, 404 permit areas, or other natural habitat features which require special consideration? Yes ___ No ___ N/A ___
- G. Are there any existing dams over six feet in height which are or will be subject to TCEQ regulations? Yes ___ No ___ N/A ___
- H. Are there any existing impoundments subject to TCEQ water rights permitting? (Livestock ponds are not exempt when converted to other uses.) Yes ___ No ___ N/A ___
- I. Are there any existing environmental concerns on the site requiring special treatment or design consideration (i.e. fuel stations, vehicle maintenance, auto recycling, illegal dump sites, outdoor material storage, loading and transfer areas, landfills, industrial facilities, etc.)? Yes ___ No ___ N/A ___

2. Existing Conditions Map(s) showing the following information on or adjacent to the development site:

- A. Digital ortho-photography showing project boundaries Yes ___ No ___ N/A ___
- B. Existing topography (normally 2-foot contours) Yes ___ No ___ N/A ___
- C. Soil types from USDA soil surveys and/or soil borings Yes ___ No ___ N/A ___
- D. Perennial or intermittent streams Yes ___ No ___ N/A ___
- E. Boundaries of existing predominant vegetation Yes ___ No ___ N/A ___
- F. Delineation of current FEMA floodplains and floodways Yes ___ No ___ N/A ___
- G. Locations of steep slopes (>15%) Yes ___ No ___ N/A ___
- H. Locations of wetlands and natural habitat areas if known. Yes ___ No ___ N/A ___
- I. Locations of all dams and impoundments Yes ___ No ___ N/A ___
- J. Existing paved roads, buildings, and other impervious areas Yes ___ No ___ N/A ___
- K. Environmental concerns identified in (2.H) above Yes ___ No ___ N/A ___
- L. Existing major utilities, pipelines, and easements Yes ___ No ___ N/A ___

3. Does this development provide opportunities for Low-Impact Design?

- A. Preserve floodplains and natural valley storage? Yes ___ No ___ N/A ___
- B. Preserve natural streams and drainage patterns? Yes ___ No ___ N/A ___
- C. Preserve steep slopes? Yes ___ No ___ N/A ___
- D. Preserve trees and undisturbed natural vegetation? Yes ___ No ___ N/A ___
- E. Preserve wetlands and other natural features? Yes ___ No ___ N/A ___
- F. Drain runoff to pervious areas? Yes ___ No ___ N/A ___
- G. Utilize natural drainage vs. storm drain systems? Yes ___ No ___ N/A ___
- H. Reduce pavement and other impervious covers? Yes ___ No ___ N/A ___

4. Conceptual analysis of hydrologic and hydraulic impacts of the proposed development:

- A. Hydrologic analysis to determine conceptual rates of runoff, volumes, and velocities to support decisions related to flood control and erosion protection downstream. Yes ___ No ___ N/A ___
- B. Conceptual selection, location, and size of proposed storm water structural controls. Yes ___ No ___ N/A ___
- C. Conceptual limits of proposed clearing and grading. Yes ___ No ___ N/A ___

5. Conceptual Drainage Area Map(s) showing the following information for the development site:

- A. Conceptual street layout (scale 1"=200') Yes ___ No ___ N/A ___
- B. All off-site drainage areas with topography (reduced scale) Yes ___ No ___ N/A ___
- C. Delineation of watershed boundaries with flow arrows Yes ___ No ___ N/A ___
- D. Reference info (file number, etc.) for previous drainage studies or existing developments & drainage facilities Yes ___ No ___ N/A ___
- E. Approximate zone of influence for all outfalls Yes ___ No ___ N/A ___
- F. Downstream constrictions, flooding, or erosion locations Yes ___ No ___ N/A ___
- G. Location of proposed structural storm water controls, if any Yes ___ No ___ N/A ___

(seal)	<p>I certify that this Conceptual Storm Water Management Plan, including this checklist, required attachments, and additional comments, was prepared under my responsible supervision and that the information presented on this checklist and attachments is correct to the best of my knowledge. I also understand that an acceptance of this plan by the City does not waive any City standards or requirements unless a specific waiver request has been submitted and approved.</p> <p>Signed _____ Date _____</p> <p>Print Name: _____ PE No _____</p>
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ENGINEER'S CHECKLIST FOR FINAL STORM WATER MANAGEMENT PLAN

*This checklist must be provided with the Construction Plans.
Please attach additional sheets as necessary for comments and descriptions.*

1. Changes or Modifications to Conceptual Storm Water Management Plan (May be reprinted with changes tracked or highlighted)

2. Project Layout Map(s) shows the following information on or adjacent to the development site:

- A. Digital ortho-photography showing project boundaries Yes ___ No ___ N/A ___
- B. Existing topography (normally 2-foot contours) Yes ___ No ___ N/A ___
- C. Street and lot layout Yes ___ No ___ N/A ___
- D. Benchmarks used for site control Yes ___ No ___ N/A ___
- E. Construction phasing plan, if applicable Yes ___ No ___ N/A ___
- F. Limits of proposed clearing and grading Yes ___ No ___ N/A ___
- G. Proposed dams > 6' high (Refer to TCEQ Dam Safety Requirements) Yes ___ No ___ N/A ___
- H. Proposed FEMA floodplains with flood study reference info (Refer to section 5) Yes ___ No ___ N/A ___
- I. Proposed ponds subject to TCEQ water rights permits (Refer to section 5) Yes ___ No ___ N/A ___

3. Drainage Area Map(s) shows the following information for the development site:

- A. Street and lot layout (scale 1"=200') Yes ___ No ___ N/A ___
- B. All off-site drainage areas with topography (reduced scale) Yes ___ No ___ N/A ___
- C. Delineation of watershed boundaries with flow arrows Yes ___ No ___ N/A ___
- D. Proposed modifications to watershed boundaries Yes ___ No ___ N/A ___
- E. File numbers for existing developments & drainage facilities Yes ___ No ___ N/A ___
- F. Zoning or Comp Plan info to document off-site land use Yes ___ No ___ N/A ___
- G. Final hydrology with supporting data & calculations for on-site existing & proposed, & off-site ultimate conditions Yes ___ No ___ N/A ___
- H. Proposed detention ponds or other storm water controls, with summary hydrology for all applicable design storms Yes ___ No ___ N/A ___
- I. Delineate entire zone of influence for all outfalls Yes ___ No ___ N/A ___
- J. Downstream constrictions, flooding, or erosion locations Yes ___ No ___ N/A ___
- K. Proposed facilities with private maintenance (Maintenance Agreement and Maintenance Plan required for final) Yes ___ No ___ N/A ___

4. Drainage Area Map(s) shows the following information for the development site:

- L. Street and lot layout (scale 1"=200') Yes ___ No ___ N/A ___
- M. All off-site drainage areas with topography (reduced scale) Yes ___ No ___ N/A ___
- N. Delineation of watershed boundaries with flow arrows Yes ___ No ___ N/A ___

5. Applicable Local, State and Federal Permits (Indicate acquired or application pending)

- A. CLOMR, LOMR or LOMA Yes ___ No ___ N/A ___
- B. TCEQ water rights permit Yes ___ No ___ N/A ___
- C. 404 permit Yes ___ No ___ N/A ___
- D. Other: _____ Yes ___ No ___ N/A ___
- E. Other: _____ Yes ___ No ___ N/A ___

6. Determination of Adequate Outfalls and Zones of Influence: Describe these and provide supporting methodology:

7. Description of Any Proposed Waiver Requests: (for informational purposes only; all Waiver Requests must follow published procedures)

(seal)	<p>I certify that this Final Storm Water Management Plan, including this checklist, required attachments, and additional comments, was prepared under my responsible supervision and that the information presented on this checklist and attachments is correct to the best of my knowledge. I also understand that an acceptance of this plan by the City does not waive any City standards or requirements unless a specific waiver request has been submitted and approved.</p> <p>Signed _____ Date _____ Print Name: _____ PE No _____</p>
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Variance Procedure – City of Waxahachie Storm Water

Good engineering practice and practical considerations are necessary when developing storm water management plans and preparing construction drawings for specific projects. The criteria in this manual cannot cover every possibility.

The closer the criteria are followed, the more likely the plan or drawing will be approved and the construction accepted. For those situations where varying from the criteria is warranted, a variance process is described below.

Submit variance request in writing on the Request for Variance from City of Waxahachie – Storm Water Form (CT-7) as early as possible. The variance request must include the following:

- The specific criteria that you want to vary.
- Why the criteria needs to be varied.
- How the basis for the criteria will still be satisfied or why the criteria is not applicable.
- Indicate if there are no criteria for the proposed analysis, design, or feature in this manual.
- Appropriate technical information supporting the variance request, such as calculations, excerpts from the drainage or design plan, and/or construction drawings.

Note: Submittals with insufficient technical information to support the variance request will be returned without review.

The City will either approve or reject the variance in writing on the variance request form. If it is rejected, a written explanation will be provided.



REQUEST FOR VARIANCE FROM CITY OF WAXAHACHIE – STORM WATER – FORM CT-7

Submitted by: _____ Phone: _____ Email: _____

Company: _____ Date: _____

Proposed Project Description

Name: _____

Type: _____

Location: _____ (include map)

Existing Condition (show information on map or drawing)

Existing Site: _____

Existing Right-of-Way: _____

Topography: _____

Other Pertinent Data Related to Variance Request:

Variance Request

Specific criteria you want to vary: _____

Explain why the criteria needs to be varied or is not applicable: _____

Explain how the basis for the criteria will be satisfied: _____

List attachments supporting variance request (preliminary design report excerpt, construction drawings, calculations, photographs, map, etc.):

City of Waxahachie Use Only

Date	Reviewer	Dept./Section	Action Taken

Justification of Decision: _____

Approval of Final Decision: _____ Date: _____