

Appendix A

Plan Review, Construction, and Maintenance Checklists

The checklists are designed as a tool for plan reviewers and design professionals to aid in the preparation and review of stormwater management plans. The intent is that local stormwater programs will modify these checklists to suit local program plan review procedures. As such, these checklists can be considered templates for the local program. The checklists are formatted in MS Excel, so they can easily be downloaded and modified.

Checklists are provided in three major categories:

1. Plan Review
2. Construction (initial installation of stormwater BMPs)
3. Maintenance

The checklists have been consolidated for several of the stormwater BMPs in the manual. The following checklists are included:

- Stormwater Concept Plan (Plan Review checklist only)
- Stormwater Final Design Plan (Plan Review checklist only)
- Sheetflow to Conservation Area and Vegetated Filter Strip (4.2.1)
- Impervious Surface Disconnection (4.2.2)
- Bioretention/Infiltration/Filtration (4.2.3, 4.2.6, 4.2.10)
- Permeable Pavement (4.2.4)
- Grass Swale (4.2.5)
- Rainwater Harvesting (4.2.8)
- Vegetated Roof (4.2.9)
- Stormwater Wetlands (4.2.11)

Please note that Regenerative Stormwater Conveyance (4.2.7) is not included in the checklists. This technology is relatively new, and there is not a lot of existing information available in checklist form. Designers and plan reviewers are encouraged to consult the following design reference for additional information on this particular BMP:

Anne Arundel County, Maryland. 2011. *Regenerative Step Pool Storm Conveyance (SPSC), Design Guidelines*. Revision 3: July 2011.

<http://www.aacounty.org/DPW/Watershed/StepPoolStormConveyance.cfm>

Please also note that each and every detail contained in the specifications in **Chapter 4** is not included in these checklists. They provide a quick reference to ensure that essential information is included on a stormwater management plan. Designers and plan reviewers must still consult **Chapter 4** for guidance on feasibility, sizing, design, materials, construction sequence, and other features related to a particular stormwater BMP.

The checklists can be downloaded in spreadsheet format at the following link:

<http://www.dep.wv.gov/WWE/Programs/stormwater/MS4/Pages/default.aspx>