

**CITY OF GREER
PLAN SUBMITTAL CHECKLIST**

NUMBER	REQUIREMENT	Yes	No	COMMENTS
CALCULATION PACKAGE				
1	ALL PAGES BOUND, COVER PAGE STAMPED, (NO LOOSE PAGES WILL BE ACCEPTED).			
2	ORIGINAL NOI COMPLETED AND SIGNED, (BLUE INK ONLY).			
3	ENGINEER'S CERTIFICATION STATEMENT, (TO BE PROVIDED NEAR THE END OF PLAN REVIEW)			
4	PROJECT NARRATIVE			
5	SOILS INFORMATION AND MAPS			
6	FLOODWAY MAPS/ FEMA FLOOD INSURANCE MAPS			
7	US TOPOGRAPHIC MAP - OUTLINE THE PROJECT LOCATION			
8	DRAINAGE AREA MAPS, (PRE AND POST DEVELOPMENT) PLEASE MAKE SURE YOU INCLUDE ANY OFF-SITE STORMWATER ENTERING THE SITE.			
9	CN CALCULATIONS AND DIAGRAM			
10	TIME OF CONCENTRATION CALCULATED USING TR 55 WITH A MAXIMUM SHEET FLOW DISTANCE OF 130 FT. DO NOT USE SEDCAD TO CALCULATE YOUR TIME OF CONCENTRATION.			
11	TIME OF CONCENTRATION SCHEMATICS, (ARROWS, LENGTHS AND SLOPES OF YOUR TC FLOW PATHS.			
12	FOR SUBDIVISIONS AND PUBLIC STREETS PROVIDE THE GUTTER SPREAD AND INLET CAPACITY CALCULATIONS.			
13	RAINFALL - USE THE RAINFALL DATA PROVIDED IN THE MOST RECENT SC DHEC BMP MANUAL THAT CORRESPONDS TO THE SITE LOCATION, (GREENVILLE			
14	SEDIMENTOLOGY - PROVIDE CALCULATIONS THAT DEMONSTRATE 80% REMOVAL. (3600 FT3/ACRE WITH A CALCULATION FOR SURFACE AREA IS THE PREFERRED METHOD)			
15	DETENTION OF THE 2, 10 AND 25 YEAR STORM EVENTS TO THE PRE-DEVELOPED CONDITION. THE PREFERRED SOFTWARE PACKAGES ARE HYDRAFLOW AND ICPR. WE WILL ACCEPT SEDCAD PROVIDED DHEC'S REQUIREMENTS ARE MET AND TCS ARE CALCULATED IN TR55 AND THEN INPUT INTO SEDCAD.			

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16	DETAILED DETERMINATION AND CALCULATIONS OF THE RUNOFF ANTICIPATED FOR THE ENTIRE PROJECT SITE FOLLOWING DEVELOPMENT INDICATING DESIGN VOLUMES AND RATES OF PROPOSED RUNOFF FOR EACH PORTION OF THE WATERSHED TRIBUTARY TO THE STORM DRAINAGE SYSTEM.			
17	FOR ALL DETENTION BASINS, DESIGN HYDROGRAPHS OF INFLOW AND OUTFLOW FOR BOTH THE 2, 10, 25, AND 100 YEAR 24 HOUR DESIGN RUNOFF EVENTS FOR THE SITE UNDER DEVELOPED CONDITIONS AND THE CALCULATED 2, 10, 25, AND 100 YEAR 24 HOUR PEAK FLOWS FROM THE SITE UNDER PRE-DEVELOPED CONDITIONS.			
18	POND DATA REPORT AND STAGE/STORAGE RELATIONSHIP.			
19	EXIT VELOCITIES MUST BE NON-EROSIVE. PROVIDE CALCULATIONS FOR ENERGY DISSIPATERS USING SC DHEC'S MANUAL.			
20	WATER QUALITY CALCULATIONS			
21	WATER QUALITY TREATMENT REMOVAL EFFICIENCIES IF DEVICE OTHER THAN A POND IS			
22	WETLAND CONSULTANT'S DELINEATION, REPORT, AND PERMIT APPLICATIONS.			
23	SWPPP			
PLANS				
1	A TOPOGRAPHIC SURVEY MAP OF THE PROJECT SITE AND ADJACENT AREAS, OF SUITABLE SCALE AND CONTOUR INTERVAL, WHICH SHALL DEFINE THE LOCATION OF ALL STREAMS, THE EXTENT OF FLOOD PLAINS AND CALCULATED HIGH WATER ELEVATIONS, AND THE SHORELINE OF LAKES, PONDS, SWAMPS, AND DETENTION BASINS INCLUDING THEIR INFLOW STRUCTURES, IF ANY.			
2	THE LOCATION AND FLOW LINE ELEVATION OF ALL EXISTING STORM SEWERS THAT ARE EFFECTED BY THE SITE.			
3	LEGEND (PREFERRED LOCATION IS THE TITLE PAGE)			
4	SITE LOCATION MAP, (LOCATED ON THE PLAN TITLE PAGE).			
5	OWNER CERTIFICATION STATEMENTS, (LOCATED ON THE PLAN TITLE PAGE). SEE BELOW:			

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	<i>"I _____ certify that the land disturbing activity will be accomplished to the plan approved by the City of Greer and SC DHEC." "I _____ acknowledge as the property owner and person ultimately responsible for the land disturbing activity at this site, the right of the City of Greer or SC DHEC to conduct on-site inspections."</i>			
6	A TABLE DEPICTING THE TOTAL SITE AREA, DISTURBED AREA, LINEAR FEET OF PUBLIC STREETS TO BE ACCEPTED, RECEIVING DEVELOPED IMPERVIOUS AREA BY PARCEL NUMBER, STREAM AND ULTIMATE RECEIVING STREAM, (LOCATED ON THE PLAN TITLE PAGE).			
7	DEMOLITION PLAN			
8	SITE PLAN			
9	GRADING AND SEDIMENT AND EROSION CONTROL PLAN.			
10	CONSTRUCTION SEQUENCE, (MARKED ON THE SEDIMENT AND EROSION CONTROL PLAN AND DEMOLITION PLAN).			
11	NORTH ARROW			
12	ROAD NAMES LABELED			
13	STREAM/WATERBODY NAMES LABELED.			
14	LIMITS OF DISTURBANCE CLEARLY MARKED ON BOTH THE DEMOLITION, GRADING AND SEDIMENT AND EROSION CONTROL PLAN.			
15	DETAILS FOR STORMWATER MANAGEMENT SYSTEM, ENERGY DISSIPATERS, WATER QUALITY DEVICES, AND SEDIMENT AND EROSION CONTROLS. USE SC DHEC'S BMP MANUAL OR SC DOT DETAILS. PLEASE MAKE SURE THAT DIMENSIONS ON DETAILS MATCH THOSE STATED IN THE CALCULATIONS.			
16	IDENTIFIABLE EXISTING AND PROPOSED CONTOURS WITH SURVEYED TOPOGRAPHY. PLEASE MAKE SURE THAT CONTOURS ARE ADEQUATELY LABELED NOTE COUNTY TOPOGRAPHY WILL NOT BE ACCEPTED.			
17	TEMPORARY AND PERMANENT GRASSING SPECIFICATIONS. PONDS MUST BE SEEDED IN PERMANENT GRASS FOR AS-BUILT APPROVAL. TEMPORARY GRASS IS ALLOWED FOR ONE SEASON ONLY.			
18	PROVIDE AN ANTI-FLOTATION DEVICE FOR POND RISERS.			
19	POND RISERS MUST HAVE A CONICAL/PYRAMIDAL TRASH RACK.			
20	POND BOTTOMS MUST BE GRADED WITH AT LEAST A 0.5% SLOPE.			
21	THE 100 YEAR STORM MUST BE SAFELY DISCHARGED THROUGH THE POND.			

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22	THERE MUST BE AT LEAST 0.5 FT. OF FREEBOARD ABOVE THE WATER SURFACE FLOW IN THE EMERGENCY SPILLWAY IN A 100 YEAR STORM.			
23	PROVIDE A 4 FT. CLEAN-OUT STAKE WITH THE CLEAN-OUT LEVEL CLEARLY MARKED.			
24	FOR SUBDIVISIONS AN INDIVIDUAL LOT CONTROL DETAIL.			
25	INLET PROTECTION MUST BE AT LEAST WIRE-BACKED SILT FENCE WITH METAL POSTS.			
26	SILT FENCE MUST BE WIRE-BACKED WITH METAL POSTS. USE THE SC DHEC DETAIL FOUND IN THE 2006 BMP MANUAL.			
27	UTILITY PLANS			
28	PROVIDE A STORM SEWER STRUCTURE SCHEDULE ON THE STORM DRAIN PLANS.			
29	SPECIFICATIONS FOR MANHOLE COVERS, CATCH BASINS, GRATE INLETS, ETC. WITH THE MARKINGS, "DUMP NO WASTE DRAINS TO STREAM".			
NOTES				
1	ALL OF SC DHEC STANDARD NOTES (PLACED ON A SEPARATE NOTE PAGE)			
2	NOTES/DETAILS THAT PROVIDE WASTE DISPOSAL BMPs SUCH AS CONCRETE WASTE, SOLID WASTE, PORTABLE TOILET LOCATION, WATER LINE FLUSHING AND PAINT/LIQUID WASTES. USE THE 2006 SC DHEC BMP MANUAL FOR BMPs.			
3	A NOTE THAT STATES, ALL CATCH BASINS MUST BE MARKED, "DUMP NO WASTE DRAINS TO STREAM." OR EQUIVALENT.			
4	A NOTE THAT STATES THE FOLLOWING: "ONCE EROSION CONTROL MEASURES ARE IN PLACE CONTACT THE CITY OF GREER STORMWATER INSPECTOR AT 416-0100 FOR AN INSPECTION."			
5	A NOTE SPECIFYING THAT INSPECTIONS BE CONDUCTED BY A CEPSCI INSPECTOR.			
6	A DUST CONTROL STATEMENT.			
7	A NOTE SPECIFYING THE SEDIMENT AND EROSION CONTROL INSPECTION SCHEDULE, (EVERY 7 DAYS).			
8	A STATEMENT THAT TRACKED MUD OR SEDIMENT WILL BE REMOVED FROM STREETS DAILY BY SWEEPING OR VACUUMING.			
9	A STATEMENT THAT SILT FENCES WILL BE CLEANED WHEN SEDIMENT REACHES 1/3 THE FENCE HEIGHT.			
10	A NOTE THAT INCLUDES PROVISIONS FOR EROSION CONTROL OF STOCKPILES.			
11	FOR SUBDIVISIONS A NOTE REQUIRING INDIVIDUAL LOT CONTROL.			

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12	A NOTE REQUIRING CO-PERMITTEE AGREEMENTS.			
13	"A statement that slopes greater than 8 vertical ft. in height, (slopes greater than 2H:1V or flatter) must be stabilized with erosion control blankets. Where slopes are greater than 8 vertical ft. in height and greater than 2H:1V turf reinforcement matting (non-biodegradable) or bonded fiber matrix (biodegradable) must be used for stabilization. Bio-degradable mats are preferred."			
14	For sites with public streets a statement that construction requirements for subgrade and base courses must comply with Section 208 and 300 of the SC State Highway Dept. Standard Specifications for Highway Construction.			
15	For sites with public streets a statement that a registered engineer inspect all phases of construction and certify satisfactory completion according to the certification statement provided on page 119 of the City of Greer Land Development Regulations. Public street design must comply with the City of Greer Land Development Regulations. Plans must also include the following statement, "Streets must be constructed in accordance with City of Greer Land Development Regulations."			
16	A NOTE STATING THAT ALL WASTE DISPOSAL, MUST BE IN COMPLIANCE WITH SC SOLID WASTE REGULATIONS AND THE CITY OF GREER'S NUISANCE ORDINANCE.			
17	Provide silt fence checks, (tie backs) along down hill slopes according to the following schedule:			
	2% slope - every 100 ft.			
	3% slope every 100 ft.			
	4% slope every 50 ft.			
	5% slope every 50 ft.			
	Low points may require more silt checks as directed by the engineer.			
18	NOTES SHOULD BE NUMBERED AND ORGANIZED ON A SEPARATE NOTE PAGE.			
OTHER				
1	IF THE CONTRACTOR NEEDS A LAY DOWN OR BORROW AREA THEN THIS MUST BE INCLUDED IN THE PERMITTED AREA.			
2	If walls 4 ft. or greater in height will be constructed, then calculations and plans must be stamped by a professional engineer licensed in the state of SC been submitted to the City of Greer building Codes Director. This is required before a grading permit can be issued.			

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3	If trees 20 inches DBH or greater are present then a tree survey must be submitted to Glenn Pace. The tree survey must be submitted to Mr. Pace prior to issuance of the grading permit.			
4	BOND ESTIMATE - (TO BE PROVIDED TOWARDS THE END OF PLAN REVIEW) SEE WEBSITE.			
5	STORMWATER MANAGEMENT AGREEMENT SEE WEBSITE			
6	WATER QUALITY DEVICE AGREEMENT AND MAINTENANCE PLAN -(SEE WEBSITE)			
7	\$125.00 CHECK MADE PAYABLE TO SC DHEC. THIS IS TO BE SUBMITTED UPON FINAL REVIEW. DO NOT SUBMIT IN ADVANCE.			
	Example Language for Litter & Debris and Concrete Waste:			
	"All litter, trash and construction debris shall be disposed of in compliance with SC DHEC Solid Waste regulations and the City of Greer Nuisance ordinance."			
	"Temporary sanitary facilities shall be located on a flat surface away from drainage facilities, watercourses and traffic circulation."			