



Public Works Department  
 Environmental Division  
 1025 25<sup>th</sup> Avenue NE  
 P.O. Box 5021  
 Great Falls, MT 59404  
 406-727-8390

**For Office Use Only:**

Date Received: \_\_\_\_\_

Permit #: \_\_\_\_\_

## STORMWATER MANAGEMENT PERMIT CHECKLIST

(Complete all applicable items)

<b>Project Information:</b>		
<b>Site Address:</b> _____		
<b>Description of Work:</b> _____		
<b>Subdivision (if applicable):</b> _____		
General Submittal Components		
Component	Complete	Comment
Stormwater Management Permit Application	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
ECP Submittal Package	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Stormwater Management Plan Drainage Report <i>See Appendix B of City of Great Falls Storm Drainage Design Manual for Requirements</i>	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Geotechnical/Hydrogeology Report <i>See Appendix C of City of Great Falls Storm Drainage Design Manual for Requirements</i>	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Design Waivers or Variances (if Applicable)	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Drainage Plan		
Requirements	Addressed	Comment
Project name (e.g., subdivision name)	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Developer and landowner name if different	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Preparation date, north arrow, and graphic scale	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Name of preparer	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Legal description	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Municipal and property boundaries	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Easements/rights-of-ways (location, width, purpose, ownership)	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Roads (names, ownership, etc)	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Existing and proposed buildings/structures within 150' of project area	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Fences, buffers, and berms	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Existing and proposed utilities (type & location)	<input type="checkbox"/> Yes <input type="checkbox"/> NA	

Requirements	Addressed	Comment
Irrigation canals including diversion point(s), etc.	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Existing vegetation (including woodlands)	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Wildlife habitat, including critical wildlife habitat	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Environmentally sensitive features (e.g. wetlands)	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Water resources (rivers, ponds, etc.) within 200' of project area	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
FEMA Floodplains	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Existing and proposed site topography (2' maximum contour intervals)	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Pervious and impervious surface by type	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Profile views for all subsurface drainage facilities showing their size, slope, lengths, cover, and relationship with existing utilities	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
The location, size, and type of all culverts including box culverts, and of all open channels	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
The location, size, and type of all post-construction stormwater management controls	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Cross-sectional views of all open channels, trickle channels, spillway structures, etc. The views should include applicable water surface elevations such as the 100-year and 5-year storm depth	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Flow line elevations should be shown for spillways, inlets and outlets of all storm sewers and culverts, and storm water outlets	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Detention ponds should show capacity, discharge, and high water level	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Water surface profiles for applicable storms for all open channels	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
Discharge points clearly labeled	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
<b>Operation and Maintenance Manual for Each Permanent Stormwater Management Control</b>		
The stormwater management control owner	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
The party responsible for long-term O&M with contact information	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
An inspection checklist to be used for routine inspections	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
A schedule of inspection and maintenance for routine and non-routine inspections and maintenance tasks to be conducted	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
A list of source controls	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
System failure and replacement criteria to define the post-constructions stormwater management control's performance requirements	<input type="checkbox"/> Yes <input type="checkbox"/> NA	
A copy of the recorded Operation and Maintenance Agreement with the City	<input type="checkbox"/> Yes <input type="checkbox"/> NA	

Certified By: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

