

# GRCA FINAL SWM SUBMISSION CHECKLIST

This checklist is intended for use by the Consultant to ensure that all components of a Final SWM submission are included in an effort towards minimizing the time requirements of the review and approval process. Along with the Preconsultation Checklist and Preliminary SWM Checklist, it will serve as a quick reference to review staff that all required supporting information has been provided. This checklist should be included with the Final SWM submission. The checklist was created in conjunction with the Waterloo Region Homebuilders Association Liaison Committee and will be updated periodically, with the current version available for download from the GRCA website ([www.grcadriv.ca](http://www.grcadriv.ca)).

Project Name	ID #		
<b>Main Report</b>			
Background Report(s) Summary	Yes	No	N/A
SWM Objectives / Criteria Summary	Yes	No	N/A
Description of Existing Conditions incl. Topography, Surface Drainage (with Externals), Soils, GW Characteristics	Yes	No	N/A
Infiltration - Requirements, Proposed Strategy, Results	Yes	No	N/A
Water Quality - Requirements, Proposed Strategy, Results	Yes	No	N/A
Erosion Protection for Receivers - Requirements, Proposed Strategy, Results	Yes	No	N/A
Water Quantity - Requirements, Proposed Strategy, Results	Yes	No	N/A
Summary of Monitoring Programs completed, on-going, or anticipated	Yes	No	N/A
Erosion Potential Evaluation and Anticipated Control Strategy	Yes	No	N/A
Reports / Plans signed and sealed	Yes	No	N/A
<b>Figures / Plans</b>			
Location Plan	Yes	No	N/A
Pre-Development Storm Drainage Boundaries - include existing topographic information	Yes	No	N/A
Post-Development Storm Drainage Boundaries - include proposed grading information	Yes	No	N/A
Schematic Representations of Pre- and Post-Development Hydrologic Models	Yes	No	N/A
Plans and Profiles for SWMF's and Outlet Configurations	Yes	No	N/A
Grading Plan(s) - should include delineation of Constraint Areas and associated Buffers	Yes	No	N/A
Cut/Fill Plan(s) - required primarily in floodplain areas or where GW table may be an issue	Yes	No	N/A
GW Elevations Plan - relative to proposed grades (required primarily in areas where GW table may be an issue)	Yes	No	N/A
SWMF Landscape Plan(s)	Yes	No	N/A
Erosion and Sediment Control Plan(s)	Yes	No	N/A
<b>Appendices</b>			
Pre-Consultation Checklist	Yes	No	N/A
Hydrologic Modeling Input Parameters with Supporting Justification (calcs and/or references)	Yes	No	N/A
Stage-Storage-Discharge Table for SWMF (include sample equations and outlet characteristics)	Yes	No	N/A
Sediment Forebay Sizing Calculations (including Settling / Dispersion Lengths and Cleanout Frequency requirements)	Yes	No	N/A
Sizing analysis for all other components of the SWM system - conveyance, stability, etc.			
Pre-Development Hydrologic Analysis	Yes	No	N/A
Post-Development Hydrologic Analysis	Yes	No	N/A
Pre-Development Hydraulic Analysis	Yes	No	N/A
Post-Development Hydraulic Analysis	Yes	No	N/A
Water Balance Analysis	Yes	No	N/A
Geotech./Hydrogeo. Report & Plan(s) (may be same as at Preliminary design) - incl. GW contour mapping where GW table may be an issue	Yes	No	N/A
<b>Additional Items and/or Clarification Notes (attach additional information as required)</b>			
Consultant Team Contact Info:	Landowner Contact Info:	Checklist Prepared by::	
	GRCA Contact Info:	Date:	