This is a checklist for Dorchester County Construction Approval Application requirements, to be filled out and submitted with the Construction Approval Application. Include the **specific location of each item to include page numbers** within the application package to enable the County reviewer to be more efficient and timely reviewing the package in accordance with the Dorchester County Storm Water Management Program Ordinance (Ordinance #07-21) and the Dorchester County Stormwater Management Design Manual. If the item is not applicable to your project, please write "N/A" under Page/Sheet Number.

NOTE 1: This checklist is not all-inclusive, and the applicant is responsible for ensuring compliance with all federal, state, and County requirements.

NOTE 2: Comments marked with an asterisk (*) do not apply for the Towns of St George, Harleyville, and Ridgeville per existing Intergovernmental Agreements (IGAs).

Date:_____ **Project/Site Name:** _____

I. Documents and Forms

Item	Page Number
Permanent Stormwater System Maintenance and Responsibility Agreement (DHEC/OCRM) completed and signed (ONLY required outside MS4)	
Dorchester County Operating and Maintenance Agreement completed and signed (recorded with Register of Deeds to follow with property)	
Digital copy of site plan in a DWG format, uploaded to Evolve. Upload an updated DWG file of the site plans with each submittal and resubmittal.	
*County Preliminary/Final Plat Checklist (Final will not be available till 75% infrastructure complete), completed and signed	
A copy of: SCDHEC NOI application	
SCDHEC and OCRM Coastal Zone Consistency (CZC) approvals	
A copy of: SCDOT and/or Dorchester County encroachment permit approval (if applicable). **Dorchester County encroachment permits must be submitted as a separate encroachment permit application through Evolve.**	
A copy of the Storm Water Management and Sediment and Erosion Control Plan Review Checklist for Design Professionals located on SCDHEC's website, completed. (ONLY required outside MS4)	
USACE wetland delineation, jurisdictional determination, delineation concurrence, and/or USACE nationwide/regional/individual permit (if applicable, accordant with USACE requirements)	
Underground storage meets the requirements in DCPW Design Manual Sec. 3.2.4 (if applicable)	
Waiver for submerged pipe (if applicable)	
*Traffic Study, in accordance with Dorchester County Ordinance Number 19-06 (if applicable)	
***All projects on the following roads must acknowledge that the site is being designed in compliance with future right-of-way corridors:** Dorchester Road; US 78; Orangeburg Road; Mallard Road; Jedburg Road; Central Avenue; Parson Road; Miles Jamison Road; US-17A; SC-165 Delemar; Glenn McConnel Parkway; Wright Road; and Stallsville Loop	
*Prior to approval, submit an Engineer's Estimate for roads and drainage improvements, including sidewalks, on engineering letterhead, stamped, and signed by a Professional Engineer registered in the state of South Carolina (if applicable)	
Applicable Fees, in accordance with Dorchester County Ordinance Number 19-20 Second reviews shall constitute an additional fee of $500.00 Each subsequent review thereafter shall constitute an additional fee of $250.00	

II. Application Form

Item	Page Number
All application items should be complete and answered completely	

Signatory authority (original signatures) should be provided where requested.	

III. Technical Drainage Report/Engineering Calculations

1. Table of Contents

Item	Page Number
Table of Contents	

2. Summary Tables and Introduction

Item	Page Number
Summary table of pre-development and post-development peak discharge rates at each boundary point	
If post-development peak discharge rates are not equal to or less than pre-development discharge rates, provide a waiver request as a separate written request with justification	
Summary table of water surface elevations in the pond or infiltration device (if applicable)	

3. Map(s) (may be included in SWPPP):

Item	Page Number
Location/Vicinity Map	
Soils Map	
Floodplain Map	
Receiving Water Bodies/ Downstream Analysis (including wetlands)	
All maps must include: North arrow and scale Project location boundaries Labeled road names.	

4. Project Narrative:

Item	Page Number
Existing and proposed land use	
Description of receiving water bodies	
Identification of on-site waters of the state, wetlands, and/or floodplains	
Description of water quantity and quality best management practices (BMPs) that will be used	
Explanation of tailwater used, with sources referenced	
If applicable, justification of waivers or other special conditions of the site	
Discussion on sensitive waters, including those on the current 303(d) list and those within a TMDL watershed, and how the project will comply with associated requirements to protect water quality	
Applicable portions of the FEMA FIS	
If applicable, identify if the project is in a Special Protection Area and acknowledge any additional requirements	

5. Hydrologic/ Hydraulic Analysis:

Item	Page Number
Identification of model type/methodology used	

Detailed pre-development and post-development drainage basin maps, showing at least: i. Drainage basin boundaries, including the size of each (labels should match model nomenclature) ii. Existing/proposed topography iii. Time of concentration flow paths iv. Off-site areas draining through the site v. Identified boundary points	
Curve Number determinations	
Model inputs: i. drainage basin size ii. curve number iii. time of concentration iv. peaking factor of 323 v. rainfall vi. pipe systems vii. tailwater viii. infiltration	
Model outputs: i. peak flow discharges and water surface elevations for the 2-, 10-, 25-, 50-, and 100-year storm events at each boundary point ii. pond stage/storage data iii. pipe capacity calculations iv. maximum velocity at all pipe outlets	
Post flow rates must be less than pre-development for the 2-, 10-, 25-, and 50-year storm events.	
Show that the 25-year storm event is fully contained within the system (no road overtopping or surcharging inlets) and that the 100-year storm event does not cause structural or off-site flooding.	

6. **Water Quality Analysis:**

Item	**Page Number**
Identify the type of BMP that will be used for water quality treatment and calculate the water quality volume: i. BMPs with a permanent pool define the water quality volume as the first one-half inch (1/2") of runoff from the contributing drainage area. ii. BMPs without a permanent pool define the water quality volume as the first one inch (1") ofrunoff from the contributing drainage area. iii. Infiltration practices must accept and infiltrate at least the first one inch (1" of runoff from all impervious areas draining to it. iv. Projects located within one-half (1/2) mile of a receiving water body in the Coastal Zone must meet Section III.C.3.XIII.A of the Coastal Zone Management Program Refinements (CZMP). The water quality volume is one-half inch (½") of runoff from the drainage area or one (1) inchof runoff from the built upon area, whichever is greater. v. Projects with stormwater outlets draining within 1000 feet of shellfish beds need to retain thefirst 1.5 inches of runoff as the water quality volume.	
Show the water quality volume calculations and the draw-down periods.	
Show the orifice size, if applicable, 3 inches or greater and with appropriate clogging prevention.	
For areas not draining to a pond or infiltration practice, show how permanent water quality requirements were addressed.	
If prefabricated or propriety devices are used (case-by-case basis), show appropriate pollutant removal.	

7. **Sedimentology:**

Item	**Page Number**

Show the during construction sediment trapping appropriate for the site for the 10-year, 24-hour storm event. Sites with 10 acres or more drainage to a single location must have a sediment basin.	
Provide a figure showing the area draining to each during-construction BMP.	
Show a minimum trapping efficiency of 80% for each sediment control practice.	
Show baffles, skimmer, and forebay in sediment basin (if applicable).	
Trapping efficiency calculations should be complete, specifying methods, assumptions, and results.	
Include any figures used to determine V15 and trapping efficiencies. The figures in Appendix K in SCDHEC BMP Manual can be used for these calculations.	

8. **Downstream Analysis:**

Item	Page Number
Include a map showing the flow path from the site to the coastal receiving water body.	
Provide calculations or appropriate justification to show that the site will not cause impacts to downstream systems or properties.	

9. **Utility/Linear Lines:**

Item	Page Number
Limits of disturbance include areas disturbed by all utilities (cable, water, sewer, gas, and electric line installation), as appropriate	
For instances where the location of utilities has not been determined at the time the SWPPP is developed, SWPPP preparer may include a note that the installation of these is to be within the permitted limits of disturbance and that installation outside these areas will require a modification of the permit.	
Check for coverage by SCDHEC on utility company and for coordination with permit holder	
Inlet protection provided at all existing inlets that receive flows from the disturbed areas	
For all utility lines crossing WoS, include a narrative and detail showing sediment and erosion control measures provided on the plans	

IV. Construction Plans

Item	Sheet Number
One complete set of plans in PDF format, uploaded to the Dorchester County Evolve software	

1. **General Items:**

Item	Sheet Number
All sheets 22”x34” or 24”x36” (all sheets the same size)	
Engineer stamp and signature on all engineering sheets with signature date	
Surveyor stamp and signature on all survey sheets with signature date	
Revision box with most recent revision date	
The SWPPP has been developed by a Registered Professional Engineer, and the following statement should be included within the SWPPP: “I have placed my signature and seal on the design documents submitted signifying that I accept responsibility for the design of the system. Further, I certify to the best of my knowledge and belief that the design is consistent with the requirements of Title 48, Chapter 14 of the Code of Laws of SC, 1976 as amended, pursuant to Regulation 72-300 et seq. (if applicable), and in accordance with the terms and conditions of SCR100000.”	
Engineer Firm’s Certificate of Authorization seal	

Correct Scale and North Arrow	
Legend	
Property lines, adjacent landowners' name, and land use conditions (locate houses, driveways, etc. onsite/offsite), critical and protected areas	
Road names	
Limits of Disturbance	
Delineation of water of the state, including wetlands with letter from US Army Corps of Engineers, if applicable (label permit coverage number on plans, if applicable)	

2. **Cover Page:**

Item	Sheet Number
Location Map	
List of revisions and associated dates	

3. **Site Layout/ Site Plan:**

Item	Sheet Number
Lot Layout	
Easements and any offsite easements that will be used (for ponds, pipes, swales, and any other feature requiring an easement)	
Construction sequence (include implementation of all stormwater and sediment controls in the first phase of construction)	
Locations of all temporary and permanent control measures	
Buffers for wetlands/ waters of the state	
Rights-of-Way and Easements clearly labeled	

4. **Erosion and Sediment Control Plan:**

Item	Sheet Number
Phased Plans based on the area of disturbance, as required by the Construction General Permit (CGP)	
Locations of all proposed temporary and permanent sediment and erosion control features (silt fence, construction entrance, sediment basins, inlet protection, concrete washout, etc.)	
Construction entrance/exit (for phased developments, construction entrance must be separate from main subdivision entrance and to accommodate all future phases without disruption the main subdivision entrance)	
Temporary and permanent seeding and stabilization	
Individual lot erosion control plan (applicable to subdivisions)	
Buffers in accordance with the CGP section 3.2.4	
Construction Sequence	
During construction maintenance plan	

5. **Stormwater Drainage and Grading Sheets:**

Item	Sheet Number
Existing and proposed contours for entire disturbed area and off-site areas (1 ft minimum interval, NAVD88 datum). Point elevations where necessary.	
Labeling should be consistent with Technical Drainage Report.	

Easements for Drainage Swales with note that Dorchester County does not maintain Drainage Swales, reference Operating and Maintenance Agreement. No large vegetation in easements.	
A minimum twenty-foot (20') access easement and a ten-foot (10') riding surface (max 2% cross slope) around the perimeter of ponds or other BMPs for maintenance.	
A minimum thirty-foot (30') ingress-egress easement and a twenty (20') wide access road to the pond and dedicated with the pond.	
Pipes labeled to match profiles, or pipe invert and rims labeled	
All discharge pipe inverts labeled	
Pipe chart to include at a minimum velocity and slope	
Emergency spillway location (if applicable)	
Ponds labeled consistently with the stormwater report including NWSE, bottom elevation, top elevation, max water surface elevation for design storm events	
Outlet Protection	
Construction Sequence	
Location of concrete washout (must be 50' from stormwater infrastructure and wetlands)	
Buffers for wetlands/ waters of the state	
No structures, obstructions, or canopy vegetation within 20' of BMPs	

6. **Stormwater Pipe Profiles (if applicable)**

Item	**Sheet Number**
Naming convention must match Grading and Drainage Plan and Technical Report	
Hydraulic grade lines (25-year, 24-hour storm event) on profiles of storm pipe	
Existing and proposed grade on profiles of storm pipe (invert, rim, throat)	
Pipe size, type, and slope	
Roadway and utility crossings, with types, shown	

7. **Details:**

Item	**Sheet Number**
*Curb (rolled, barrier, expulsion)	
*Typical road cross section (s) with under drains behind 100% of the curbs or as directed by the Director	
Erosion and Sediment Controls: Silt fence, inlet protection, swale cross-section, construction entrance, outlet protection	
Individual lot drainage, if applicable	
Headwalls	
Typical detail for all BMPs (sediment traps, ponds, water quality devices, etc.)	
Detail for any outlet control structure, with 25-year and 100-year water surface elevations noted	
Pond detail must show 2-year, 10-year, 25-year, 50-year and 100-year water surface elevations	
Emergency spillway	
Catch basins, manholes, junctions, etc.	
Road profiles with existing and proposed ground elevations and pipe crossings	
Concrete washout must be 50 feet from all storm drain inlets, open drainage facilities, and watercourses. Concrete washout must be lined with a minimum of 10-mil polyethylene sheeting.	

*Roadway cross-sections, showing roadside ditches or curb/gutter, in accordance with Dorchester County Ordinance 01-13	
*Stop signs shall have breakaway posts	
*All residential subdivisions shall have a speed limit sign located at the entrance(s) of the subdivision. Include a detail for the speed limit sign and show placement on plans. Speed limit signpost shall be breakaway.	

8. **Standard Notes (must be included on plans):**

Item	Sheet Number
1. Notes as required by State and Federal agencies and any additional notes for compliance.	
2. Dorchester County shall not maintain Stormwater detention or retention ponds, or drainage ditches and swales. The property owner shall maintain all stormwater detention facilities shown hereon. The Operating and Maintenance Agreement is to be referenced here and should note that it is or will be recorded with the Dorchester County Register of Deeds. **For projects being reviewed through an IGA, replace this note with the town's standard note, if applicable and required by the municipality.*	
3. An "as-built" plan certified that the facilities have been constructed as shown and that the facility meets the approved storm water plan and specification or achieves the function for which they were designed, shall be submitted prior to: the use or occupancy of any commercial or industrial site, final acceptance of any road into the Official County Road Inventory, release of any financial guarantees held by the County, and/or Approval and/or acceptance for recording of maps, plats, or drawings, the intent of which is to cause a division of a single parcel of land into two or more parcels **For projects being reviewed through an IGA, replace this note with the town's standard note, if applicable and required by the municipality.*	
4. If necessary, slopes, which exceed eight (8) vertical feet should be stabilized with synthetic or vegetative mats, in addition to hydroseeding. It may be necessary to install temporary slope drains during construction. Temporary berms may be needed until the slope is brought to grade.	
5. Stabilization measures shall be initiated as soon as practicable in portions of the site where construction activities have temporarily or permanently ceased, but in no case more than fourteen days after work has ceased, except as stated below. • Where stabilization by the 14th day is precluded buy snow cover or frozen ground conditions, stabilization measures must be initiated as soon as practicable. • Where construction activity on a portion of the site is temporarily ceased, and earth- disturbing activities will be resumed within 14 days, temporary stabilization measures do not have to be initiated on that portion of the site.	
6. All sediment and erosion control devices shall be inspected once every calendar week. If periodic inspection or other information indicates that a BMP has been inappropriately or incorrectly installed, the Permittee must address the necessary replacement or modification required to correct the BMP within 48 hours of identification.	
7. Provide silt fence and/or other control devices, as may be required, to control soil erosion during utility construction. All disturbed areas shall be cleaned, graded, and stabilized with grassing immediately after the utility installation. Fill, cover, and temporary seeding at the end of each day are recommended. If water is encountered while trenching, the water should be filtered to remove sediment before being pumped back into any waters of the State.	
8. All erosion control devices shall be properly maintained during all phases of construction until the completion of all construction activities and all disturbed areas have been stabilized. Additional control devices may be required during construction in order to control erosion and/or offsite sedimentation. All temporary control devices shall be removed once construction is complete and the site is stabilized.	

9. The contractor must take necessary action to minimize the tracking of mud onto paved roadway(s) from construction areas and the generation of dust. The contractor shall daily remove mud/soil from pavement, as may be required.	
10. Residential subdivisions require erosion control features for infrastructure as well as for individual lot construction. Individual property owners shall follow these plans during construction or obtain approval of an individual plan in accordance with S.C Reg. 72-300 et seq. and SCR100000.	
11. Temporary diversion berms and/or ditches will be provided as needed during construction to protect work areas from upslope runoff and/or to divert sediment-laden water to appropriate traps or stable outlets.	
12. All waters of the State (WoS), including wetlands, are to be flagged or otherwise clearly marked in the field. A double row of silt fence is to be installed in all areas where a 50-foot buffer can't be maintained between the disturbed area and all WoS. A 10-foot buffer should be maintained between the last row of silt fence and all WoS.	
13. Litter, construction debris, oils, fuels, and building products with significant potential for impact (such as stockpiles of freshly treated lumber) and construction chemicals that could be exposed to storm water must be prevented from becoming a pollutant source in storm water discharges.	
14. A copy of the SWPPP, inspections records, and rainfall data must be retained at the construction site or a nearby location easily accessible during normal business hours, from the date of commencement of construction activities to the date that final stabilization is reached.	
15. Initiate stabilization measures on any exposed steep slope (3H:1V or greater) where land-disturbing activities have permanently or temporarily ceased and will not resume for a period of 7 calendar days.	
16. Minimize the soil compaction and, unless infeasible, preserve topsoil	
17. Minimize the discharge of pollutants from equipment and vehicle washing, wheel wash water, and other wash waters. Wash waters must be treated in a sediment basin or alternative control that provides equivalent or better treatment prior to discharge.	
18. Minimize the discharge of pollutants from dewatering of trenches and excavated areas. These discharges are to be routed through appropriate BMPs (sediment basin, filter bag, etc.).	
19. The following discharges from sites are prohibited: • Wastewater from washout of concrete, unless managed by an appropriate control • Wastewater from washout and cleanout of stucco, paint, form release oils, curing compounds, and other construction materials • Fuels, oils, or other pollutants used in vehicle and equipment operation and maintenance • Soaps or solvents used in vehicle cleaning and equipment washing.	
20. After construction activities begin, inspections must be conducted at a minimum of at least once every calendar week and must be conducted until final stabilization is reached on all areas of the construction sites	
21. If existing BMPs need to be modified or if additional BMPs are necessary to comply with the requirements of this permit and/or SC's Water Quality Standards, implementation must be completed before the next storm event whenever practicable. If implementation before the next storm event is impracticable, the situation must be documented in the SWPPP and alternative BMPs must be implemented as soon as reasonably possible.	
22. A Pre-Construction Conference must be held for each construction site with an approved On-Site SWPPP prior to the implementation of construction activities. For non-linear projects that disturb 10 acres or more this conference must be held on-site unless the Department has approved otherwise.	

9. **Additional Ordinances to be considered:**

Item	Page/Sheet Number
*Traffic Calming Ordinance: All new residential developments shall provide for the installation of traffic calming measure(s) on each residential street within the development for every 700 feet of roadway, or as required by the County Engineer. The location and type of traffic calming measure(s) shall be determined in coordination with the Planning Department and Public Works Department. Traffic calming measure(s) include but are not limited to traffic circles, roundabouts, curb extensions, chicanes, splitter islands, and designated on-street parking. Speed Humps and All-Way stops shall not be used for traffic calming measures. Driveways shall not encroach within areas where traffic calming devices are installed and will be evaluated on a case-by-case basis considering the type of traffic calming device utilized.	
Connectivity Ordinance 38-2: Dorchester County Council shall be the final authority to approve or disapprove connectivity of new streets or roadways outside the jurisdiction of Dorchester County to existing streets or roadways within the jurisdiction of Dorchester County.	

Additional comments may follow resubmittals. Provide a comment response letter in the same numerical order as the review comments, signed and dated by the Engineer of Record. Load the comment response letter and the supporting documentation into Evolve for County review. Ensure that title box revision boxes are updated with each revision. Upon final approval, two full size and two half size plan sets, signed, sealed, and dated shall be required for approval stamping.
One full size shall be returned for use in the SWPPP box. Each new complete submittal starts a new review period for up to 20 working days or more. A submittal is considered complete when all required documents have been included. All resubmittals are subject to fees in accordance with Ordinance 19-20.