

GRCA PRELIMINARY SWM SUBMISSION CHECKLIST

This checklist is intended for use by the Consultant to ensure that all components of a Preliminary SWM submission are included in an effort towards minimizing the time requirements of the review and approval process. Along with the Preconsultation Checklist, this checklist will also serve as a quick reference to GRCA staff that all supporting information has been provided, prior to proceeding with a circulation and/or review. It is recognized that the PSWM submission is typically submitted as a component in the Draft Plan Approval process. The user should note that this checklist covers only the SWM aspects of an overall submission and that items such as the Draft Plan itself and any other supporting environmental documentation may also be required. This checklist should be included with the Preliminary 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).

Project Name	ID #
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Main Report

Summary Listing of Background Report(s)	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, Preliminary Results	Yes	No	N/A
Water Quality - Requirements, Proposed Strategy, Preliminary Results	Yes	No	N/A
Erosion Protection for Receivers - Requirements, Proposed Strategy, Preliminary Results	Yes	No	N/A
Water Quantity - Requirements, Proposed Strategy, Preliminary Results	Yes	No	N/A
Summary of Monitoring Programs completed, on-going, or anticipated	Yes	No	N/A
Erosion Potential Evaluation and Preliminary Control Strategy	Yes	No	N/A
Reports / Plans signed and sealed	Yes	No	N/A

Figures / Plans

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 preliminary drainage / grading information	Yes	No	N/A
Schematic Representations of Pre- and Post-Development Hydrologic Models	Yes	No	N/A
Preliminary Plans of SWMF's and Outlet Configurations (Plan and Profile)	Yes	No	N/A
Preliminary Grading Plan(s) - should include delineation of Constraint Areas and associated Buffers	Yes	No	N/A
GW Elevations Plan - relative to preliminary grades (required primarily in areas where GW table may be an issue)	Yes	No	N/A

Appendices

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 (incl. % of perm. pool area, settling/dispersion lengths, velocity, cleanout frequency requirements)	Yes	No	N/A
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 (Sizing of Infiltration Trenches / Galleries)	Yes	No	N/A
Geotechnical / Hydrogeological Report & Plan(s) - include GW contour mapping where GW table may be an issue	Yes	No	N/A

Additional Items and/or Clarification Notes (attach additional information as required)

Consultant Team Contact Info:	Landowner Contact Info:	Checklist Prepared by::
	GRCA Contact Info:	Date: