



SWFP – Stormwater Final Plat Submittal Checklist

Project Name _____ SW Permit Number _____

Applicant Name _____ Applicant Email & Phone _____

Stormwater Final Plat Submittal Package Requirements

Applicant shall select all applicable items below and provide with the submittal. See [Wake County Stormwater Submittal Requirements](#) for additional information. Unless otherwise noted, all references shown in brackets are for the *Wake County Unified Development Ordinance (UDO)*, adopted 04/17/06.

<input type="checkbox"/>	1.	If flood study required, provide as-built survey for flood crossings.
<input type="checkbox"/>	2.	Copy of all required Conditions of Approval (COAs) noted in Stormwater Approval:
<input type="checkbox"/>	a.	Recorded Stormwater Agreement (SWA) – recorded concurrently with Operations and Maintenance Plan and referenced on plat
<input type="checkbox"/>	b.	Recorded Operation and Maintenance Plan (OMP) - recorded concurrently with SWA and referenced on plat <ul style="list-style-type: none"> • Must submit a draft to Wake County for review; original to Wake County. • Must instruct the property owners association or lot owner about the annual maintenance tasks and associated costs for at least a 20-year period (UDO 9-32-3-a)
<input type="checkbox"/>	c.	Engineer Certification Note: If device not constructed, performance guarantees are required in lieu of as-built survey (See #3).
<input type="checkbox"/>	d.	Deed Restrictions / Protective Covenants - Must submit a draft to Wake County for review; original to Wake County.
<input type="checkbox"/>	e.	SCM As-built Survey (See SCM As-built Submittal Checklist) Note: If device not constructed, performance guarantees are required in lieu of as-builts (See #3).
<input type="checkbox"/>	f.	Other:
<input type="checkbox"/>	3.	Performance Guarantee (PG):
<input type="checkbox"/>	a.	Stormwater Improvements Performance Guarantee Agreement - Must submit a draft to Wake County for review; original to Wake County.
<input type="checkbox"/>	b.	Estimated itemized costs of required improvements for the complete implementation of the stormwater BMPs (estimated cost of required improvements, including project management costs, must be itemized by improvement type and certified by the applicant's engineer)
<input type="checkbox"/>	c.	PG must equal at least one hundred and twenty five percent (125%) of the estimated cost of the required stormwater improvements and a completed performance guarantee agreement.
<input type="checkbox"/>	d.	Financial Surety – In the form of Bank Check, Letter of Credit or Bond. Drafts of letters of credit and bonds should be sent to Wake County for legal review. If using a bond, provide documentation that names Wake County as having power of attorney. Wake County <u><i>strongly prefers</i></u> a local branch bank for above sureties.



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<input type="checkbox"/>	e	<p>The following financial guarantee disclosure statements shall be provided on the plat:</p> <p><i>As a condition of record plat approval, the developer is required to construct stormwater device(s). The plat contains a disclosure statement indicating the name, address and telephone number of the person responsible for construction of the stormwater device(s) and the deed book and page of the recorded stormwater maintenance agreement. The disclosure statement indicates that the stormwater device will be constructed by a specific date. The statement indicates that the County holds a performance guarantee to ensure completion of the required stormwater treatment.</i></p> <p><i>Before improvements are accepted for maintenance by the property owners association or lot owner, the developer or the developer's engineer or other representative, as authorized by Statute, must certify to the property owners association or lot owner and to the county that improvements are complete and functioning as designed</i></p>
<input type="checkbox"/>	f.	<p>NON-RESIDENTIAL ONLY The County may not issue a building permit, until those stormwater improvements required of the developer have been completed or a performance guarantee has been provided. Such performance guarantees must comply with the performance guarantee provisions of Sec. 8-22.</p>

Plat submittal - Plat to include the following:

<input type="checkbox"/>	4.	North arrow, graphic scale, drafting version date, legend, and professional seal
<input type="checkbox"/>	5.	Boundaries of tract: including project limits
<input type="checkbox"/>	6.	Table with impervious calculations - impervious surfaces: roads, well lots, recreation sites, single family residences, etc.
<input type="checkbox"/>	7.	<p>RESIDENTIAL ONLY Perpetuity statement</p> <p><i>Impervious surface coverage shall not exceed impervious shown on the lot. Impervious surface limits will be strictly enforced into perpetuity.</i></p>
<input type="checkbox"/>	8.	Lot lines, lot numbers, road names, and impervious limit on each lot rounded to nearest whole number
<input type="checkbox"/>	9.	Delineation of flood hazard areas (FEMA flood zones and Flood hazard soils) per the approved construction plan [Section 19-34]
<input type="checkbox"/>	10.	Finished floor elevations as required (FEMA and/or Q ₁₀₀ backwater)
<input type="checkbox"/>	11.	<p>RESIDENTIAL ONLY Asterisk lots requiring flood permits and add both of the following notes to the plat:</p> <p><u>"Before acquiring a building permit for lots marked by an * (asterisk) the builder may need to obtain a Flood Hazard Area Use Permit from the Wake County Environmental Services. The builder's engineer, architect and/or surveyor (as appropriate) must certify on any permit that all flood hazard requirements are met." [14-14-1,2(A-H)]</u></p> <p><u>"There shall be no filling or the erection of permanent structures in the areas of Wake County Flood Hazard Soils or Federal Emergency Management Agency (FEMA) 100 Year Flood Zones until a flood study is approved by Wake County and/or FEMA." [14-14-1,2(A-H)]</u></p>
<input type="checkbox"/>	12.	Detailed location / outline of permanent stormwater devices (including level spreaders) with access and maintenance easements; label each permanent stormwater device and label access and maintenance easements. [9-32-5]



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<input type="checkbox"/>	13.	Utilities Easements
<input type="checkbox"/>	14.	Drainage and Backwater Easements per the approved construction plan [Section 19-34]
<input type="checkbox"/>	15.	<p><u>Drainage Easement Notes:</u></p> <p><i>Easements for storm drainage shown on the plat are not made to Wake County but are irrevocably made to the subsequent owners of any and all of the properties shown hereon for their use and benefit public acceptance.</i></p> <p><i>It shall be the responsibility of the property owners to maintain the drainage easements and any drainage structures therein, so as to maintain the integrity of the drainage system and ensure positive drainage.</i></p> <p><i>Easements may not be piped without receiving plan approval from Wake County.</i></p>
<input type="checkbox"/>	16.	Show location of all creeks, streams, ponds, drainageways, dams and Riparian Buffers.
<input type="checkbox"/>	17.	<p><u>Tree Preservation Note:</u></p> <p><i>The tree preservation boundary may be moved provided that an equivalent area of existing woods or reforested area is provided, and the plat modified and recorded to reflect the new boundary. Wake County must approve the modification.</i></p>
<input type="checkbox"/>	18.	<p><u>Tree Preservation for Stormwater Credit</u> (if applicable from approved design):</p> <p><i>Tree Preservation Area: xx acres of woods required for stormwater management. xx acres are provided. This boundary may be adjusted provided an equivalent area of existing woods is provided and the plat is modified and recorded to reflect the new boundary.</i></p>
<input type="checkbox"/>	19.	<p><u>Stormwater Signature Title Block:</u></p> <div style="border: 1px solid black; padding: 10px; margin: 10px auto; width: 80%;"> <p style="text-align: center;">Stormwater Management Certification</p> <p>I, _____, certify that the plat shown heron complies with Article 9, Stormwater Management of the Wake County Unified Development Ordinance and meets all statutory requirements for recording in the Register of Deeds Office.</p> <p> Date _____ Stormwater Management _____ </p> </div>
<input type="checkbox"/>	20.	<p><u>BMP Note:</u></p> <p><i>Stormwater BMPs to be maintained by _____ per stormwater agreement recorded in DB____ PG____.</i></p> <p>[Reference the maintenance manual and maintenance agreement for the Stormwater BMP by book and page numbers.]</p>
<input type="checkbox"/>	21.	A note on the plat should be provided instructing that disconnected impervious surface shall not be piped to a swale or low elevation point on site.



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<input type="checkbox"/>	22.	<p>Performance Guarantee Sample Disclosure Statement:</p> <div style="border: 1px solid black; padding: 10px; margin: 5px;"> <p><i>A performance guarantee is in place for this development phase to ensure all required stormwater improvements are installed in accordance with approved construction plans and subdivision plats. This performance guarantee will not be released until an as built survey has been accepted and the required improvements are certified as installed in accordance with the approved preliminary and construction plans by the appropriate public agency.</i></p> <p>As subdivider/owner, I, _____</p> <p style="text-align: center;"><i>Name, address and phone number</i></p> <p><i>am responsible for providing each prospective buyer of any lot on this set of maps written disclosure of the following:</i></p> <p style="padding-left: 40px;"><i>Maintaining required improvements to the standards of this ordinance until such time as homeowner association, property owners association, lot owner or other legal entity assumes formal, legal responsibility for maintenance of the stormwater improvements;</i></p> <p>_____</p> <p><i>Signature</i></p> <p><i>Appropriate notarization</i></p> </div>
<input type="checkbox"/>	23.	Other:

WATER SUPPLY WATERSHEDS ONLY

<input type="checkbox"/>	24.	Show impoundment and/or watershed buffers as required for R-40W, R-80W, RCOD-1, RCOD-2 and/or zoning / overlay district. Please note that some streams that may require both water supply watershed buffers and Neuse River riparian buffers. In such cases, please show both buffers and label appropriately. [Article 3 & Article 11]
<input type="checkbox"/>	a.	Add the following note to plat: <i>No building is permitted within 20 feet of a watercourse or water supply watershed buffer</i> and show the approximate boundary of this building restriction line
<input type="checkbox"/>	b.	Show a water supply watershed buffer 100 feet around the shoreline of a water supply impoundment with a 20-foot building setback.
<input type="checkbox"/>	c.	Show a 50-foot buffer around the shoreline of a non-water supply impoundment with a drainage area of 25 acres or more with a 20-foot building setback
<input type="checkbox"/>	d.	For drainage areas of at least 5 acres, but less than 25 acres, show a water supply watershed buffer 30 feet wide on either side of a water impoundment with a 20-foot building setback.
<input type="checkbox"/>	e.	Measure widths perpendicular from flood pool elevation.
<input type="checkbox"/>	25.	Show a 100' buffer along each side of a stream shown as a perennial stream in a water supply watershed (U.S.G.S. Blue Line or Wake County Soils Map.)
<input type="checkbox"/>	a.	Label the inner 50 feet as Zone 1. Zone 1 must either be: (a) Platted as part of a development lot and included within a conservation easement. Label as a <i>perpetual conservation easement dedicated to Wake County</i> . -OR- (b) Set-aside as a reserved conservation parcel. Label as a <i>Reserved Conservation Parcel</i> and add a note to plat stating that the parcel is <i>restricted from future use or conveyance as a development lot</i>
<input type="checkbox"/>	b.	Label the outer 50 feet as Zone 2



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<input type="checkbox"/>	26.	Show a Special Water Supply Watershed 100' buffer along each side of a perennial stream as shown by the 1999 Wake County Surface Water Survey Mapping Project (<u>Note</u> : Only applies to properties with RCOD-2 Zoning Overlay designation)
<input type="checkbox"/>	27.	For drainage areas of 25 acres or more, show a water supply watershed buffer 50 feet wide on either side of a non-perennial watercourse, channel, ditch, or similar physiographic feature with a 20-foot building setback
<input type="checkbox"/>	28.	For drainage areas of at least 5 acres, but less than 25 acres, show a water supply watershed buffer 30 feet wide on either side of a non-perennial watercourse, channel, ditch, or similar physiographic feature with a 20-foot building setback.
<input type="checkbox"/>	29.	<p>Add the following notes for driveways and road crossing in Water Supply Watershed Buffers. [Section 11-22]:</p> <p><u>Activities Allowed within Required Watershed Buffers and Drainageway buffers</u></p> <p><u>Road crossings (public or private roads), provided:</u></p> <ol style="list-style-type: none">1. No alternative to their location in the buffer exists.2. Buffer disturbance does not extend beyond the required right-of-way or easement width, or in no case is more than 90 feet wide.3. Buffer disturbance is no more than 9,000 square feet in area.4. The road crosses the buffer at an angle as close to 90 degrees as possible (and not less than 60 degrees).5. Side slopes do not exceed a 2:1 horizontal: vertical ratio (bridging and/or retaining walls may be used to meet this and the disturbance width standard); and6. All culverts are designed and constructed for the 25-year storm event or as otherwise required by Wake County Environmental Services <p><u>Driveway crossings that access single-family dwellings, provided:</u></p> <ol style="list-style-type: none">1. No alternative to their location in the buffer (including opportunity for shared driveways) exists.2. Buffer disturbance is no more than 60 feet wide [1].3. Buffer disturbance is no more than 6,000 square feet in area.4. The driveway crosses the buffer at an angle as close to 90 degrees as possible (and not less than 60 degrees).5. Side slopes do not exceed a 2:1 (horizontal to vertical) ratio (bridging and/or retaining walls may be used to meet this and the disturbance width standard); and6. All culverts are designed and constructed for the 25-year storm event or as otherwise required by Wake County Environmental Services

Applicant Signature: _____

Date: _____