



## FINAL SIGN OFF STORMWATER CHECKLIST

**Project:** \_\_\_\_\_

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

**Inspector:** \_\_\_\_\_

### “Golden Rod/Project Completion & Sign Off” Stormwater Program Requirements

		Yes	No	Pending	At Final	N/A
1.	Provide documentation from State that a Notice of Termination has been filed or Change of Information has been filed and SWPPP revised to demonstrate current phase of construction.					
2.	Provide signed and notarized “Post BMP Maintenance Agreement” prior to issuance of Grading Permit (preferred)					

#### Within the Public Right of Way

1.	Public streets and sidewalk to be swept and clear of any trash, sediment, debris, landscape materials, etc.					
2.	Public storm drains to be cleaned out and temporary inlet protection removed					
3.	Storm drain “No Dumping Drains to Napa River” stenciling to be installed along SD inlets within the public right of way					
4.	Submit a copy of Engineer’s letter stating bio-retention and/or post BMP stormwater treatment device(s) are constructed per “Approved” plans and functioning as designed					
5.	Submit a copy of Appendix B from the BASMAA Post Construction Manual for each bio-retention planter					
6.	Submit copy of soil mix certification package for each bioretention facility					
7.	Submit a copy of Engineer’s letter stating that the soil media installed has been verified					
8.	All disturbed areas has been stabilized and/or landscaped					

#### On-Site Requirements

1.	Private storm drains to be cleaned out					
2.	Temporary inlet protection to be removed					
3.	“No Dumping Drains to Napa River” stenciling installed at each SD inlet					
4.	On-site parking and sidewalks have been swept clear of trash, debris, sediment, landscaping materials, etc.					
5.	All temporary BMP’s have been removed					
6.	Submit a copy of the Engineer’s letter stating that all of the on-site improvements have been completed in conformance with the approved improvement plans					
7.	Provide a digital copy of the improvement plans that include all as-built or field changes in digital AutoCAD format and shape file (.shp), compatible with the City’s current version, and tied to the City’s coordinate system					
8.	Submit a copy of Engineer’s letter stating bio-retention and/or Post BMP stormwater treatment device(s) are constructed per “Approved” plans and functioning as designed					
9.	Submit a copy of Appendix B from the BASMAA Post Construction Manual for each bio-retention planter					
10.	Submit copy of soil mix certification package for each bioretention facility					
11.	Submit a copy of Engineer’s letter stating that the soil media installed has been verified					
12.	All disturbed areas have been stabilized and/or landscaped					

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

*City Staff*

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

*Owner/Owner Representative*

**Any questions please contact Stephanie Proft at 707.258.7840. Thank you.**

Rev.7/16