

### QUALIFICATION CRITERIA

This checklist only applies to a residential project that:

- Tract Size less than 15,000 sq. ft.
- Has less than 65% impervious cover
- Is not subdivided from the original tract, and
- Does not use a shared driveway

For other types of residential projects, please refer to the [Infrastructure Design Manual](#) (IDM).

**Note:** Properties that are part of a subdivision do not qualify for 65% impervious cover exemption.

See Figure 1 and Figure 2 for examples of drainage plans. Both figures do not reflect project specific data thus may not contain all required information. They are to be used as a guide in conjunction with this checklist.

**Replat of a lot larger than 15,000 sq. ft. into multiple lots less than 15,000 sq. ft. does not qualify for exemption to 65% impervious cover.**

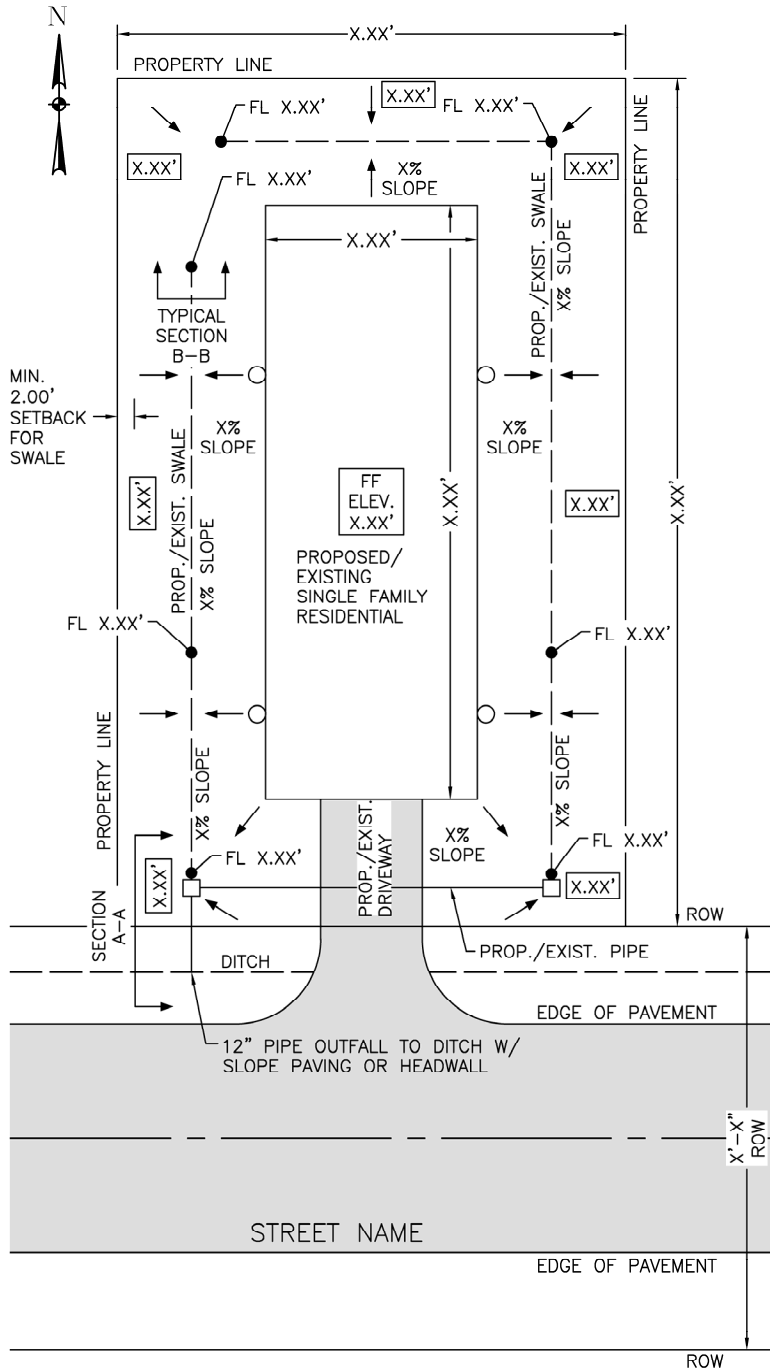
### DOCUMENTS

|                          | Item description   | Sheet No./Location |
|--------------------------|--|--------------------|
| <input type="checkbox"/> | <b>Stormwater Information Form (OCE-0004):</b> Complete one form per project. Supporting documentation: Recorded Deed, Tax Account Printout, and Survey/Recorded Plat. Plans must breakdown impervious cover per lot |                    |
| <input type="checkbox"/> | <b>Grading Permit for Excavation and Fill Worksheet (CE-1094):</b> Documentation and/or permits as required by worksheet   |                    |
| <input type="checkbox"/> | <b>Outfall approval (if applicable):</b> Upload approval from the outside agency if outfall is in their jurisdiction (ex: HCFCD or TxDOT)  |                    |
| <input type="checkbox"/> | <b>Easement approval (if applicable):</b> For construction in the easement, approval is required from the owner of the easement. If the City of Houston is the owner, obtain an encroachment permit.                 |                    |

### DESIGN ELEMENTS

|                          | Item description   | Sheet No./Location |
|--------------------------|--|--------------------|
| <input type="checkbox"/> | <b>Property in 100-year or 500-year floodplain:</b> Storm cannot approve review until Floodplain Management Office has approved their review.  |                    |
| <input type="checkbox"/> | <b>Replat for multiple lots:</b> Must be approved and sealed by the Houston Planning Commission.   |                    |
| <input type="checkbox"/> | <b>Topographic survey:</b> Required for any drainage plan. Actual topo is preferred, but elevations relative to a base benchmark is acceptable.  |                    |
| <input type="checkbox"/> | Label all “existing”, “proposed” and “to be permitted separately” impervious surfaces.   |                    |
| <input type="checkbox"/> | Show all internal drainage, including but not limited to: <ul style="list-style-type: none"> <li>• Pipes: flowline elevations, material, slope, distance of run, and size</li> <li>• Inlets/Manholes/Junction Box/Cleanouts: size, flowline elevations, details</li> </ul> |                    |
| <input type="checkbox"/> | <b>Roof Drainage:</b> Downspouts and gutters required for all roof drainage. Show connection to on-site drainage system. Water cannot flow onto a neighboring property. Additional design criteria may apply for homes very close to the property line.                    |                    |

|   | Item description   | Sheet No./Location |
|---|--|--------------------|
| □ | <b>Grading</b> <ul style="list-style-type: none"> <li>• Show spot elevations every 20 feet around the perimeter to indicate area drained to each inlet or drainage structure. Slope grading is acceptable where applicable.</li> <li>• Illustrate clearly that grading does not result in draining any part of the area onto adjacent private property or piped to an unapproved location.</li> <li>• Show perimeter of property.</li> <li>• Sheet flow direction within the private property.</li> <li>• No sheet flow allowed to adjacent property or right-of-way.</li> <li>• Engineered Grading Plan is required if grading exceeds 1,000 cubic yards.</li> </ul>                                |                    |
| □ | <b>Swales:</b> Minimum 2-foot setback from the top cut or high bank. When swale is used for conveyance only, add the following note: “Swale will not be compacted after excavation and will be sod back.” Show flowline elevations, cross section, and dimensions.   |                    |
| □ | <b>Storm Outfall</b> <ul style="list-style-type: none"> <li>• Single-family residential lots with front loading right-of-way               <ul style="list-style-type: none"> <li>○ Ditch (12-inch schedule 40 pipe): Headwall protection, Cross Sectional View, dimension, elevations</li> <li>○ Curb (4-inch schedule 40 pipe w/ curb cut): Cross Sectional View / Callout on plans</li> </ul> </li> <li>• All other situations or connections:               <ul style="list-style-type: none"> <li>○ Submit a Plan and Profile prepared by a Professional Engineer to the Office of the City Engineer for review and approval.</li> </ul> </li> <li>• No alleyway connection allowed.</li> </ul> |                    |
| □ | <b>Proposed Driveway Culvert:</b> Minimum 24-inch pipe. Converting a ditch to a parking pad is not allowed.  |                    |
| □ | <b>Low-impact development (LID) techniques (if applicable):</b> Full compliance with IDM. Provide Details, Design and Geotechnical Report. <a href="#">Storm Water Quality Permit</a> is required.   |                    |
| □ | <b>Swimming Pools (if applicable):</b> Pool deck drainage must be directed to storm system. Add the following note on plans: “Pipes carrying wastewater from swimming or wading pools, including pool drainage and backwash from filters, shall be installed as an indirect waste. Where a pump is used to discharge waste pool water to the drainage system, the pump discharge shall be installed as an indirect waste.”   |                    |
| □ | <b>Note on plans:</b> Add “Owner is responsible for maintenance of drainage facilities within private property”.   |                    |

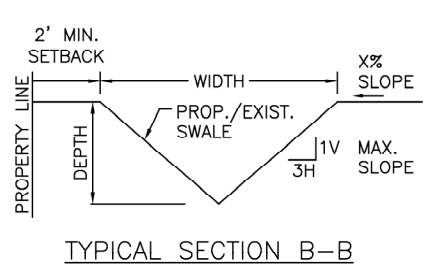
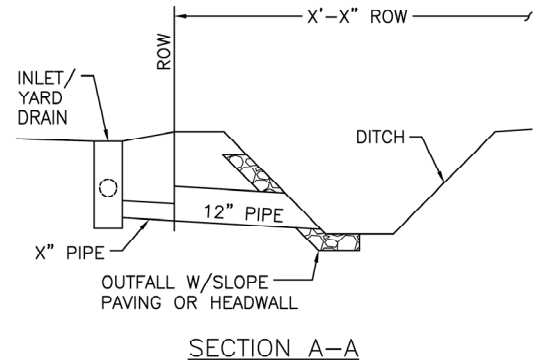


**NOTE**

1. SHADING NOT REQUIRED, SHOWN ONLY FOR CLARITY.
2. A DESIGN WITH A COMBINATION OF PIPES AND SWALES IS ACCEPTABLE.




**LEGEND**

- INLET/YARD DRAIN
- DOWN SPOUT (LOCATION PER IBC CODE)
- SHEET FLOW DIRECTION
- X.XX' NATURAL GROUND SPOT ELEVATION
- FL FLOWLINE
- FF FINISHED FLOOR
- ROW RIGHT-OF-WAY
- TG TOP OF GRATE
- PROP. PROPOSED
- EXIST. EXISTING
- ELEV. ELEVATION
- FLOW LINE ELEVATION LOCATION



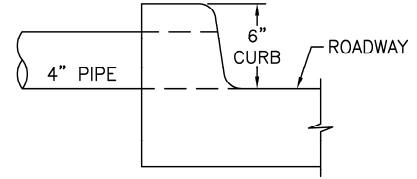
**FIGURE 1**

**LEGEND**

-  INLET/YARD DRAIN
-  DOWN SPOUT (LOCATION PER IBC CODE)
-  SHEET FLOW DIRECTION
- X.XX' NATURAL GROUND SPOT ELEVATION
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**TYPICAL SECTION C-C**
