

Delaware Sediment & Stormwater Regulatory Advisory Committee
Technical Subcommittee Meeting Notes
July 1, 2009
9 AM – 12 PM
DeIDOT Smyrna-Clayton Room

1. Introductions – Bruce Jones
2. Presentation on new DNREC Web Apps. – Randy
 - Revised DNREC Delaware Environmental Navigator (beta)
 - Inland Bays Pollution Control Strategy (PCS) Buffered Features Map
3. Discussion on latest revisions to the proposed Technical Documents for Pre-Application Process – Randy Greer
 - Stormwater Assessment Study (SAS) submittal requirements

Update the Web Soil Survey section of the SAS checklist to specify the use of “dominant condition”

- Pre-App meeting documentation

“Site qualifies for unit discharge approach” in agreement items of pre application meeting format – qualifications need to be specified. Qualifications need to be spelled out in regulations second draft.

Question was raised as to whether DeIDOT would accept the unit discharge approach. It is expected that should not be an issue because it is so conservative and exceeds current requirements.

- Stormwater Assessment Report (SAR)

The Technical Subcommittee supported the latest versions of these documents. Staff will now propose these as “Final Draft” versions.

4. Presentation of example Pre-Application Package

5. Discussion – Group

- The group discussed some of the potential impediments that may arise in an attempt to coordinate the Sediment & Stormwater process with DeIDOT’s approval process. It was explained that the main purpose in getting DeIDOT involved in the process early was to avoid conflicts between plans approved by the two agencies. While DeIDOT’s changes to its internal process have not been finalized, it was still felt that having them at the Pre-Application Meeting under certain circumstances would benefit all parties. The Traffic Generation Diagram would serve as the “trigger” for determining when that would be appropriate. Internally, DeIDOT would query the maintenance areas for known drainage problems in addition to looking at the TGD. We are fairly sure this process is established for Kent and Sussex; not as certain with New Castle. The TGD review to determine if DeIDOT needs to be at the pre app meeting should be a separate step from DeIDOT’s Letter of No Objection process which means different things depending upon County.
- The group entered into discussion regarding whether the Pre-Application Package should be hard copy or electronic. Although the final document would be too large to forward via email, an electronic copy could be placed on a CD for the application process. Some members felt hard copies of the various maps would be easier to use during the actual meeting. This issue is still open. Feedback from the delegated agencies is necessary on this issue. All thought that uniform approach to filling out the pre-app forms across delegated agencies would be valuable.

- Discussion also centered around scale and size of the GIS maps. Staff pointed out that these maps are generally for informational purposes and can only be analyzed using the actual data in GIS software. Therefore, as long as the maps are detailed enough to display the appropriate information, a standard scale is less important. Staff distributed an example topography map drawn at 11" x 17" and at 24" x 36". The majority of the committee members felt the 11" x 17" size would be adequate.
- Several committee members expressed concern regarding the amount of effort required to produce the various documents for the pre-application process. While this has yet to be determined, it was estimated that most of the material for the Pre-Application Package could be compiled by technician-level staff in approximately a day once they become proficient with the process. It was also pointed out that the majority of the information being requested is already considered part of a consultant's "due diligence" responsibilities and that many consultants are already providing this information. The Department is merely attempting to standardize the process in order to make it more efficient. The Department recognizes that making the necessary data available in a centralized location(s) would substantially reduce the level of effort required to produce the Pre-Application Package itself.
- The group was asked whether they thought an attempt should be made by the applicant to complete the ratings for the Stormwater Assessment Report (SAR) prior to submittal rather than a more interactive approach during the Pre-Application Meeting. Most members felt this would save time since it requires site calculations in some cases. It was suggested that some sort of "calculation sheet" should be included as a third page to the SAR. Staff agreed and will pursue this.
- The group suggested that more examples for the rating criteria in the SAR need to be provided. A wooded site example would definitely be necessary.

- Planners are often doing the project layout before the engineers become involved with the process. It was therefore suggested that planners need to be engaged in the pre-app process.

6. Next Meeting

- Date: August 5, 2009
- Topic: Introduction to Preliminary Sediment & Stormwater Plan process

Staff advised the Committee that they have been asked to assist in project management of the proposed “Green Initiative” projects that are part of the President’s “American Recovery and Reinvestment Act of 2009”. It is hoped that the August 5 meeting can be held as scheduled. However, it may be necessary to adjust the meeting schedule thereafter.