



Town of Middletown  
19 West Green Street  
Middletown, DE 19709  
(302) 378-2711

**Office Use Only**

Date Received: \_\_\_\_\_ Reviewer: \_\_\_\_\_  
Meeting date/time: \_\_\_\_\_ DeIDOT Attendance Required Y/N: \_\_\_\_\_

**Stormwater Assessment Study (SAS) Checklist**

Project Name: \_\_\_\_\_

Owner/Developer Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

e-mail: \_\_\_\_\_ Phone: \_\_\_\_\_

Consultant Company: \_\_\_\_\_

Contact Person: \_\_\_\_\_

e-mail: \_\_\_\_\_ Phone: \_\_\_\_\_

**Check all items that apply; leave check box blank if N/A.**

**A. Documents**

Items should be arranged in the following order:

- ☐ This completed Stormwater Assessment Study (SAS) Checklist
- ☐ Brief narrative to include the following:
  - Project type/description
  - Description of soil limitations and how they relate to BMP selection
  - Applicable criteria if the site is in an area served by Watershed Master Plan
  - Impacts to tax ditch watershed or ROW
  - Description of existing site conditions and proposed conditions including information on downstream conveyance and Points of Analysis (POAs)
  - Identify and describe existing drainage structures and features
  - Provide photographs of structures / channels / outfalls / POAs
- ☐ Feedback from DeIDOT Maintenance regarding drainage concerns **(if relevant)**.  
*Consultant to contact DeIDOT to determine if there are any known drainage problems. Provide Parcel ID number and a description of the project location, from the nearest intersection. DeIDOT will respond with any known drainage and flooding problems.*
  - New Castle County – (302) 326-4523
  - Kent County – (302) 760-2424
  - Sussex County – (302) 853-1340

**B. Existing Hydrology Mapping**

Submit an existing drainage features map based on **field-run topo or current LIDAR data**:

- ☐ On-site subareas
- ☐ Off-site subareas
- ☐ Site points of analysis

**C. Stormwater Assessment Study GIS Mapping**

*Provide maps from the following SAS GIS Web application link:*

<https://firstmap.delaware.gov/sasgis>

(Layers to be overlaid on the most recent aerial imagery basemap)

- ☐ Site location
- ☐ Parcel Boundary showing parcel and ID
- ☐ NHD rivers, streams and water features
- ☐ Contours
- ☐ Tax Ditch Mapping (watershed boundaries, channel locations, rights-of-way)
- ☐ Wellhead protection
- ☐ Aquifer recharge areas
- ☐ 2017 Aerial Imagery to Determine Baseline Forest Conditions
- ☐ Soils
- ☐ State Wetland Mapping Project (SWMP)
- ☐ Head of Tide Mapping
- ☐ Potential Contamination Sources
  - ☐ SIRB Sites
  - ☐ Leaking Tanks
  - ☐ Above Ground Storage Tank Facility
  - ☐ Underground Storage Tanks
  - ☐ Solid and Hazardous Waste Site
- ☐ Flood Data (BFE and FEMA Flood Map)
- ☐ Depth to Water WET

**D. Supplemental Information**

- ☐ StreamStats Map and Basin Characteristics Report showing limit of downstream analysis. (The downstream analysis point will be located at the point in the watershed where the site area comprises less than 10% of the watershed area. Alternative downstream limit points may be shown for discussion.)  
*StreamStats link:* <https://streamstats.usgs.gov/ss>
- ☐ Adjacent well locational data  
*Well permit data can be searched by tax parcel ID from the Delaware OpenData portal:*  
<https://data.delaware.gov/Energy-and-Environment/Well-Permits/2655-qn8j>
  - ☐ Public wells within 150' of parcel boundary
  - ☐ Domestic wells within 100' of parcel boundary
- ☐ Adjacent septic system data
  - ☐ Drainfields within 50' of parcel boundary
  - ☐ System components within 25' of parcel boundary

*This checklist is for guidance only. The Delegated Agency reserves the right to request additional information during the review process as it deems necessary. Compliance with the checklist in no way is meant to relieve the design professional of his/her professional responsibilities.*