

Town of Manchester Public Improvement Standards

3.03.04 STORMWATER MANAGEMENT REPORTS

Stormwater Management Reports are written reports detailing the proposed drainage design and analysis of a project. The report shall detail the basic components of stormwater management as mentioned in Section 3.03.03 as it pertains to the proposed project. All Stormwater Management Reports must be signed and sealed by a licensed Professional Engineer.

Stormwater Management Reports are required for all site development within Manchester, including, but not limited to, development applications to Commissions and Boards, subdivision applications, inland wetlands applications, public road construction and projects which discharge to public roadways.

A Stormwater Management Report Waiver may be granted by the Director of Public Works for one of the following reasons:

- The proposed project will have little or no impact to the existing drainage system (i.e. building renovation with no site work, single family house).
- The proposed project already has an approved Stormwater Management Report on file in the Engineering Division. (Note: Amendments to the originally approved Stormwater Management Report may be required to address compliance with requirements that were not in effect at the time of approval.)

To apply for a Stormwater Management Report Waiver, the applicant must completely fill out and sign the waiver request form (Appendix "E") and submit it with any Planning and Zoning application or directly to the Director of Public Works, 494 Main St., P.O. Box 141, Manchester, CT 06045.

At a minimum, the Stormwater Management Report shall include:

- A narrative summarizing the proposed project, design methods used, and a table comparing post-development peak flows with pre-development peak flows.
- A Drainage Area Map with topographical contours showing upstream contributing drainage areas and labeled to coincide with the drainage computations.
- Floodplain and/or floodway boundaries as defined on the Manchester Flood Insurance Study, Flood Boundary and Floodway Map, if applicable.
- Inland Wetland boundaries as defined on the Town of Manchester Inland Wetlands and Watercourses map or as field delineated by a soil scientist.

Town of Manchester Public Improvement Standards

- An inventory and evaluation of on-site hydraulic structures and watercourses within the downstream zone of influence with information on their flow capacity and physical condition. The downstream zone of influence generally extends to the next two existing structures downstream of the proposed outlet. The Engineer will confirm the exact location of the limit of analysis required.
- Identification of drainage structures and watercourses that are inadequate under existing or reasonably anticipated future conditions.
- Identification of the peak rate of runoff and flow velocities at various key points in the watershed and the relative timing of the peak flow rates.
- Supporting calculations (including times of concentration and runoff coefficients) for all proposed drainage facilities, including but not limited to: piping, structures, riprap, swales, detention basins, drywells, etc.
- Ponding calculations at all low points.
- Identification of aquifers or aquifer zones of contribution within the limits of the project.

The report shall be supplemented with a complete set of construction plans showing, in both plan and profile, all existing and proposed storm drain features. Tops of frame and invert elevations of all structures are required. Construction details shall also be provided for all drainage structures. Drainage structures and pipe systems shall be labeled to coincide with the drainage calculations.

Electronic copies of drainage computations shall be submitted with the Stormwater Management Report upon request of the Engineer.

Stormwater Management Report Waiver Request

In accordance with Section 3.2 of the Town of Manchester Public Improvement Standards, a Stormwater Management Report is required for all subdivision applications, inland wetland applications, site development applications to the Planning and Zoning Commission, public road construction, and discharges to public roads. However, a waiver of this requirement may be granted in writing by the Director of Public Works, or his designee, if the applicant demonstrates that the proposed work will not impact the existing site drainage and that the stormwater goals and objectives detailed in Section 3.1 of the Town of Manchester Public Improvement Standards have been met.

To request a Stormwater Management Report Waiver, complete the attached form and mail to:

Public Works Department

Town of Manchester
494 Main Street
P.O. Box 191
Manchester, CT 06045-0191
Attn: Mark F. Carlino, P.E., Director of Public Works

Instructions for completing the Stormwater Management Report Waiver Request form

- Section 1: Fill in the name and address of the owner or developer seeking the application.
- Section 2: Fill in the name and address of the agent, if any, making the request on behalf of the applicant.
- Section 3: Identify the address of the site where the work is proposed.
- Section 4: Check the reason(s) for which you are requesting a waiver. Reference previous Stormwater Management Reports if applicable.
- Section 5: Use this section to explain the proposed work and how the proposed changes, if any, will not impact the existing site drainage. Also, describe how the applicant will address stormwater quality during construction. Attach additional sheets if necessary.
- Section 6: Provide the signature of the person certifying the above information is correct.

Upon review by the Engineering Division, the waiver request form will be returned to the applicant or agent specifying whether the waiver was granted or denied.

Any questions regarding the Stormwater Management Report Waiver Request should be directed to Jeff LaMalva, P.E., Assistant Town Engineer, at (860) 647-3158.

