

# Hydrologic Determination Report Submittal Checklist

TDEC Reviewer: \_\_\_\_\_

## Requesting treatment under Statute §69-3-108(r)

Waterlog HD # \_\_\_\_\_ Project name: \_\_\_\_\_ County: \_\_\_\_\_  
Other Tracking # \_\_\_\_\_

Submitted by: \_\_\_\_\_ QHP # \_\_\_\_\_

### Per Rule 0400-40-17-.04 Requirements for Wet Weather Conveyance Determination Reports:

(1) A report regarding a wet weather conveyance determination submitted to the department by a person certified as a Qualified Hydrologic Professional (QHP) seeking to qualify for the treatment provided in §69-3-108(r) shall so state in bold print on the first page of the document and shall be sent to the appropriate field office of the department accompanied by the following documentation.

- \_\_\_\_\_ 1. Statement seeking treatment under §69-3-108(r) on first page of document.
- \_\_\_\_\_ 2. Name, address, and phone number of the current property owner(s).
- \_\_\_\_\_ 3. The person or applicant requesting the hydrologic determinations (if different from the owner).
- \_\_\_\_\_ 4. Name, affiliation, and certification identification number of the QHP submitting the report.
- \_\_\_\_\_ 5. Certified QHP status verified.
- \_\_\_\_\_ 6. A statement, signed by the certified QHP attesting that all submitted information is true, accurate and complete.
- \_\_\_\_\_ 7. An explanation of the purpose and context of the hydrologic determination report, including any proposed alterations if known to wet weather conveyances, streams, wetlands, or other aquatic resources.
- \_\_\_\_\_ 8. The identification of the starting and ending points along a watercourse of the areas determined to be a wet weather conveyance; such areas may not be larger than what is currently proposed to be altered by the proponent of project.
- \_\_\_\_\_ 9. A vicinity map, including the property boundaries or hydrologic determination review area (if different than property boundary). On linear projects, start and terminus points are required. The map should clearly indicate the specific locations of all hydrologic features that are subjects of the provisions of §69-3-108(r) identified in the report.
- \_\_\_\_\_ 10. Specific latitude/longitude coordinates (decimal degrees) either included on the map or in the body of the hydrologic determination report.
- \_\_\_\_\_ 11. Color photographs of each of the hydrologic features to potentially be altered or otherwise identified in the report; including the date each photograph was taken, latitude and longitude, in decimal degrees of each photograph location and indicate the location and direction of each photographic view on the site map or plan. These photographs must be representative of the overall reach of water feature evaluated. At a minimum, include a photograph of the area to potentially be altered, immediately up channel of the area to potentially be altered, and immediately down channel.
- \_\_\_\_\_ 12. TDEC Hydrologic Determination Field Data Sheets, completed in conformance with the current TDEC-DWR Guidance for Making Hydrologic Determinations. At least one data sheet must be submitted for each watercourse to potentially be altered or identified.
- \_\_\_\_\_ 13. Any previous assessments of hydrologic features on site known to the submitter. (See :<http://tdeconline.tn.gov/dwr/> )  
Previous HD's submitted or found during TDEC review:  
\_\_\_\_\_  
\_\_\_\_\_
- \_\_\_\_\_ 14. Evidence HD was conducted under normal weather conditions.
- \_\_\_\_\_ 15. Any other information used in making the hydrologic determinations included in the report. Examples include NRCS Soil Maps, local geological data, recent and seasonal precipitation gauge records, benthic surveys, etc.  
If yes please describe:  
\_\_\_\_\_  
\_\_\_\_\_

### Per Rule 0400-40-17-.04 Recommended but not required information for Wet Weather Conveyance Determination Reports

- \_\_\_\_\_ 16. Can include one or more of the following:
  - \_\_\_\_\_ Site development plans
  - \_\_\_\_\_ Close-contour maps
  - \_\_\_\_\_ Aerial photo with overlay of property boundary
  - \_\_\_\_\_ Municipal jurisdiction of project site
  - \_\_\_\_\_ Type of sewage/septic system proposed.
  - \_\_\_\_\_ Other: \_\_\_\_\_

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### EFO administrative required information:

- \_\_\_\_\_ 1. Property owner(s) granted written permission to access land/site.
- \_\_\_\_\_ 2. Is there a site, associated with this HD? If yes, then associate HD to site within Waterlog.
- \_\_\_\_\_ 3. Verified HD was conducted under normal weather conditions.

Report Received: \_\_\_\_/\_\_\_\_/\_\_\_\_ Assigned date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Application Complete: \_\_\_\_/\_\_\_\_/\_\_\_\_

Deficiency Letter Sent: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

SDQ Letter Sent: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

List of Report Deficiencies:

Field Verified: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Final Determination Notification Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

All Required Info Received: \_\_\_\_/\_\_\_\_/\_\_\_\_

MS4: \_\_\_\_\_ MS4 Contact Date: \_\_\_\_/\_\_\_\_/\_\_\_\_