

Division Managed Bridges Bridge/Culvert Survey Report (BSR/CSR) Approval Submittal Items

The following items should be submitted (as a minimum) for each of the following type of submittals for approval of the BSR/CSR. A hard copy of the BSR/CSR is required. All other items may be submitted by FTS or on CD. Once the BSR/CSR has been approved, all items required for MOA or CLOMR submittal should be provided in a separate submittal. A hard copy transmittal form is required for the initial MOA/CLOMR Submittal package to help ensure the submittal is logged into our tracking data base.

BSR/CSR with no MOA or CLOMR:

- BSR or CSR signed and sealed(Hard copy required)
- HEC-RAS model
- HEC-RAS Model Narrative
- Copy of drainage plans (with contours), drainage computations and any additional field notes and/or photos.
- Work map with contours
- Response Letter to review comments(if applicable)

BSR/CSR with MOA

- BSR or CSR signed and sealed(Hard copy required)
- HEC-RAS Models (Include copy of effective model)
- MOA Narrative
- Signed "Common MOA HEC-RAS Issues flagged by FMP" form
- MOA.dgn file or Work map with contours
- FEMA Coordination Form (include Let date)
- Comparison Table
- Copy of drainage plans (with contours), drainage computations and any additional field notes and/or photos.
- Response Letter to review comment(if applicable)

BSR/CSR with CLOMR

- BSR or CSR signed and sealed(Hard copy required)
- HEC-RAS Models (Include copy of effective model)
- HEC-RAS Model Narrative
- Work map with contours
- Copy of drainage plans (with contours), drainage computations and any additional field notes and/or photos.
- Response Letter to review comments(if applicable)

Also, keep in mind that the Stormwater Management Plan (SMP) must be completed and included with the permit drawings package when it is submitted, and also the SMP must be separately submitted via email attachment to NCDOT_Hydraulics_SMP@ncdot.gov per the [Post Construction Stormwater Program \(PCSP\)](#) guidance in order to comply with our NPDES permit requirements. If replacing bridge with culvert, especially on trout streams, it is recommended that a preliminary draft SMP be submitted with the CSR.