Print Form

STORMWATER CONTROL PLAN APPLICATION

GENERAL INSTRUCTIONS

Complete the entire application. Clearly type or print the information required. If a question is not applicable, indicate so. Attach additional pages as necessary.

Before the application can be considered complete, all items listed below must be provided. All plans and other exhibits submitted with this application will become part of the permanent record.

- **PROJECT DESCRIPTION**

- **PLAN**: All plan drawings to be drawn to scale and reproduced on substantial paper at sufficient clarity to indicate the location, nature and extent of the work proposed. Label existing and proposed spaces. All plans should include:

  - Project name and location
  - Owner's name and contact information
  - Preparer's name, contact information, and wet signature
  - Landscape architect, architect **and** engineer seal with wet signature (expiration date shown)
  - Direction of north
  - Vicinity Map including property lines, street, adjacent land use, and name of watershed
  - Construction details

  The Stormwater Control Plan requires the submission of both a **plan of existing conditions** and a **plan of the proposed site design**. See **Contents of Exhibit Checklist** on page 2 for more detail.

- **FORM A**: The Pollutants of Concern Source Control Measures checklist and table should include all pollutants of concern and their sources, proposed source control measures, and appropriate BMPs. Refer to the **Appendix A: BMP Fact Sheets** in the *Guidelines* to determine BMPs that will best treat pollutants of concern.

  Use the **Decision Tree** on page 85 of the *Guidelines* to select appropriate BMPs for each drainage management area, incorporating the list of appropriate BMPs from Form A. You may use **Appendix B: BMP Sizing Calculators** provided at the SFPUC and Port websites to calculate project site runoff and required treatment quantities and to size BMPs. Include all calculations with plan submission.

  Photographs of the proposed locations for all BMPs should be of a size adequate to show the nature of the location, but not larger than 8-1/2 by 11 inches. They should be submitted in an envelope labeled with the Permit Application Number and street address. The back of each photo should be clearly labeled by number. A legend containing the number of each photo and subject should be included with the photo location map that identifies from where the photo was taken.

- **FORM B**: The Operations and Maintenance Plan should identify responsible parties, funding sources, and maintenance activities and schedules for all BMPs.

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PROJECT INFORMATION

Project Name _____ Date ___/___/___ Permit Application No. _____

Project Address _____ ZIP _____

Assessor's Block / Lot _____

Applicant Name _____

Applicant Address _____ ZIP _____

Applicant Phone No. _____ Email _____

Applicant Signature _____ Date _____

Contact Name (if different from above) _____ Phone No. _____ Email _____

PROJECT DESCRIPTION

Public sewer type (refer to map on page 10 in the *Guidelines* and indicate with a check mark)

- ☐ Municipal Separate Storm Sewer (MS4)
- ☐ Combined Sewer System

Project Site Size (sq. ft.) ☐

Existing impervious surface area (sq. ft.) ☐

Total impervious surface area of proposed project (sq. ft.) ☐

Describe the scope of proposed work, including existing land use, proposed land use, and any conditions that constrain, or provide opportunities for, stormwater control:

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PROJECT DESCRIPTION

Indicate with a check mark all of the following site conditions, describe, and show in the exhibit:

- ☐ Existing special formations (receiving water, wetland, cliffs, rock outcroppings, depressions, berms, etc.)
- ☐ Shallow depth to groundwater table (<4')
- ☐ Shallow depth to bedrock (<4')
- ☐ Maher Ordinance areas
- ☐ Contamination (potential legacy pollutants in soil or groundwater)
- ☐ Species of concern

CONTENTS OF EXHIBIT

Indicate with a check mark that you have included the following:

- ☐ Site topography in 2 foot contour intervals on the project site and on adjacent lands within xx feet of the property line on the full width of abutting public lands, private rights-of-way and easements (*Existing* ***and*** *Proposed Site Plan*).
- ☐ Natural hydrologic features (watercourses, wetlands, depressions, relatively undisturbed areas) and significant natural resources within xx feet of the property line (*Existing* ***and*** *Proposed Site Plan*).
- ☐ Drainage network and connections to drainage off-site, including the following: all catch basins, drains, downspouts, connections to sewer and drainage lines (*Existing* ***and*** *Proposed Site Plan*).
- ☐ Existing soil type(s), depth to groundwater, source of soil report and results of any percolation rate tests.
- ☐ Proposed final layout of all features, including: buildings, parking, infrastructure, hardscape and plantings, as well as all remaining site features. Highlight and label all stormwater treatment features (*Proposed Site Plan*).
- ☐ Potential pollutant source areas, including: loading docks, food service areas, refuse areas, outdoor processes and storage, vehicle cleaning, repair or maintenance, fuel dispensing, equipment washing, etc. and corresponding required source control measures (*Proposed Site Plan*).
- ☐ Site divided into drainage management areas (DMA) that are clearly defined and labeled by ID (same as in Form B) and area (sq. ft.), e.g. "DMA B - 5,4000 sq. ft." If there are more than one BMP in a DMA use the following notation: DMA ID - #, e.g. "DMA B-2 - 6,000 sq. ft." (*Proposed Site Plan*).
- ☐ Site runoff calculations, required treatment calculations, and BMP sizing calculations.
- ☐ For each DMA, identify the proposed locations and sizes of BMPs (*Proposed Site Plan*).
- ☐ Proposed type and extent of vegetation, and the location and species of any trees that measure greater than 6 inches in diameter at breast height (*Proposed Site Plan*).