



Small Project Stormwater Report

Small Project Stormwater Report Narrative and Plan Submittal

HTE # _____
Permit # _____

Note: These templates are not appropriate for use on all projects. Projects that exceed the thresholds below or involve a critical area are more complex in nature and require engineering beyond the scope provided.

Instructions: Select "Yes" or "No" for each question below. If any answer below is "No", the project does not qualify as a "small" project and these templates are not applicable. If the project exceeds any threshold below, a Large Project Stormwater Plan is required. If the project area totals are below the hard surface and land disturbance minimum thresholds, than only MR 2 needs to be considered (Factsheet B) and a Stormwater Report is not necessary.

Yes	No	Criteria
		This project disturbs less than 1 acre and is not part of a larger common plan of development.
		This project converts less than 3/4 acre to lawn or landscape areas.
		This project will create, add, or replace (in any combination) 2,000 square feet, but less than 5,000 square feet, of new plus replaced hard surface. OR Will disturb 7,000 square feet or greater.
		This project is not occurring within a critical area, as defined in PAMC Ch. 15.20.030, and will not adversely impact a wetland, stream, water of the state, or change a natural drainage course.

Note: Re-development projects with replaced hard surfaces greater than 5000 sq-ft in size may qualify for use of this Small Project Stormwater Report. See Urban Service Standards and Guidelines Chapter 5, Figure 5.2.

Applicant Information

Site Address: _____ Parcel Number: _____

Property Owner: _____ Signature & Date: _____

I certify the provided project information to be true and correct.

Phone: _____ Email: _____

Contractor/Applicant: _____ Signature & Date: _____

I certify the provided project information to be true and correct.

Phone: _____ Email: _____

Basic Project Information

Important definitions are provided for you in FACTSHEET A!

- A. Total Lot Size: _____ (sq ft)
- B. Total Proposed Land to be Disturbed: _____ (sq ft) (See definition of "Land Disturbing Activity")
- C. Proposed New Hard Surface Area: _____ (sq ft) (See definition of "Hard Surface" and "impervious surface")
- D. Proposed Replaced Hard Surface Area: _____ (sq ft) (See definition of "Hard Surface" and "impervious surface")
- E. Total Proposed Hard Surface Area: _____ (sq ft) (Line C. + Line D.)



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Minimum Requirement # 1 : Preparation of Stormwater Site Plan

The purpose of this minimum requirement (MR) is to convey all relevant information about the proposed project to the City for review to ensure the project is in compliance with current City and State stormwater management standards. This is your opportunity to inform the reviewer about the project fundamentals as well as highlight the significant and insignificant aspects of the project with regards to stormwater concerns. **This information must be delivered in two forms: a written narrative and a graphical site plan.** WORKSHEET A2 is provided in this packet to be used to meet the graphical site plan requirement, however, other means of displaying the proposed project (ie: architectural plans, etc.) may be used - as long as all necessary information is provided and is of sufficient recordable quality. Please note: the more information provided in the application typically corresponds to faster review times and faster permit issuance times. Submitted stormwater reports lacking the necessary information for review are considered incomplete and will be returned unprocessed to the applicant.

Necessary Information (to be discussed in the narrative and shown on the site plan)

Describe both existing and proposed: survey information, site conditions and function, land cover, structures, roads, landscape features, utility infrastructure, major and minor hydraulic features, stormwater facilities, known hazards, proximity to critical area buffers, aquifer and wellhead locations, septic drain field locations, topography, soils report (USDA custom soil report is min. required), infiltration test results, depth to ground water or other restrictive layer, areas to be protected, stormwater run-on from neighboring properties, downstream drainage connectivity, expected excavation depths and volumes, expected work to be done in the Right-of-Way (ROW), dimensions, and any other relevant and unique-to-this-project information that should be considered.

MR #1.A: NARRATIVE (a bulleted list is acceptable)

MR #1.B: STORMWATER SITE PLAN (Worksheet A2 or equivalent)

My STORMWATER SITE PLAN is attached to my application packet!



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Minimum Requirement # 2 : Construction Stormwater Pollution Prevention Plan (SWPPP)

A SWPPP is designed to be a stand-alone document that addresses construction stormwater management concerns. This document is required to be kept by the contractor performing the work at the jobsite for reference and update during the life of the project. WORKSHEETS B1 and B2 are provided to meet this minimum requirement.

My completed SWPPP (WORKSHEETS B1 & B2 or equivalent) is included in this application packet!

Minimum Requirement # 3 : Source Control of Pollution (not construction related)

The intent of source control is to prevent stormwater from coming in contact with pollutants. Source control BMPs can be operational or structural in nature. A roof over a material storage area is an example of a structural source control BMP. Washing your vehicle on the lawn rather than in the street is an operational BMP. This MR is generally not applicable to Single Family Residences (SFRs), however, ways to minimize pollution from mobilizing downstream should be considered during the design phase of every project. Specifications on standard source control BMPs that are applicable to various commercial and industrial-type facilities can be found in Volume IV of the 2014 Stormwater Management Manual for Western Washington (SWMMWW). A pdf copy of the SWMMWW can be downloaded from the City's website under [Stormwater Utility](#) -> [Stormwater Resources](#) -> [City Stormwater Code](#) -> [Other Resources](#).

Check one of the following boxes that best represents your project with regards to MR #3.

My project is a Single Family Residence (SFR) and after considering operational and structural measures to prevent stormwater from coming in contact with pollutants, I have:
 determined this MR to not be applicable. made appropriate adjustments to my project.

My project is not a SFR and after reviewing Vol. IV of the SWMMWW, I have determined that this MR is not applicable because of the following reason:

My project is not a SFR and after reviewing Vol. IV of the SWMMWW, I have determined that the following source control BMPs are applicable to my project and shall be incorporated into the project design and operation.



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Minimum Requirement # 4 : Preservation of Natural Drainage Systems

Creating new drainage patterns results in more site disturbance and more potential for erosion and sedimentation during and after construction. This minimum requirement has two main components which proponents must try to achieve to the maximum extent practical: 1) maintain the natural on-site drainage pattern and concentrated discharge location at the downstream property boundary, and 2) prevent erosion at and downstream of the discharge location. **NOTE: All outfalls require energy dissipation. See Table 4.5.1 in Vol. V of the SWMMWW for minimum design standards for rock protection at outfalls.**

Choose the option below that best describes your project:

- The proposed project site does not currently have any intermittent, seasonal, or continuous concentrated water moving across any part of the property and the proposed improvements to the site will not create new concentrated flow paths. There are no new discharge locations OR the new discharge locations being proposed are a result of navigating through MR #5 requirements, measures have been taken to dissipate the discharge energy at the outfall, and the runoff will be discharged into a pre-existing stormwater conveyance system (ie: ditch, curb line, storm pipe, etc.).

- The proposed project site has existing concentrated flow drainage systems and outfalls. (NOTE: These items must be graphically shown on the Site Plan, WORKSHEET A2 or equivalent, to include: type, slope, dimensions, channel lining, direction of flow, buffer, etc.) Select below how it will be addressed.
 - This project will not alter the existing drainage system in any way. If the existing outfall(s) show signs of erosion and scour, energy dissipation measures will be installed or improved upon. Construction activity of any kind will not occur within at least 10 ft. of the edge of the channelized flow. BMP C102: BUFFER ZONES will be implemented during the life of the project to include visible flagging or other demarcation technique.

 - The existing concentrated drainage system traversing the property will be impacted as part of this project, as described in the space below and shown on the site plans. While impacted, the natural drainage pattern and discharge location has been maintained to the maximum extent practical. If applicable, engineering calculations are provided that show the altered drainage design can accommodate the existing flows and the added runoff contributed by the project.

NOTE: Projects that change the existing land cover to the extent that concentrated flow is generated where no previous network existed is considered a “Large Project” and these “Small Project” templates are not applicable for use.

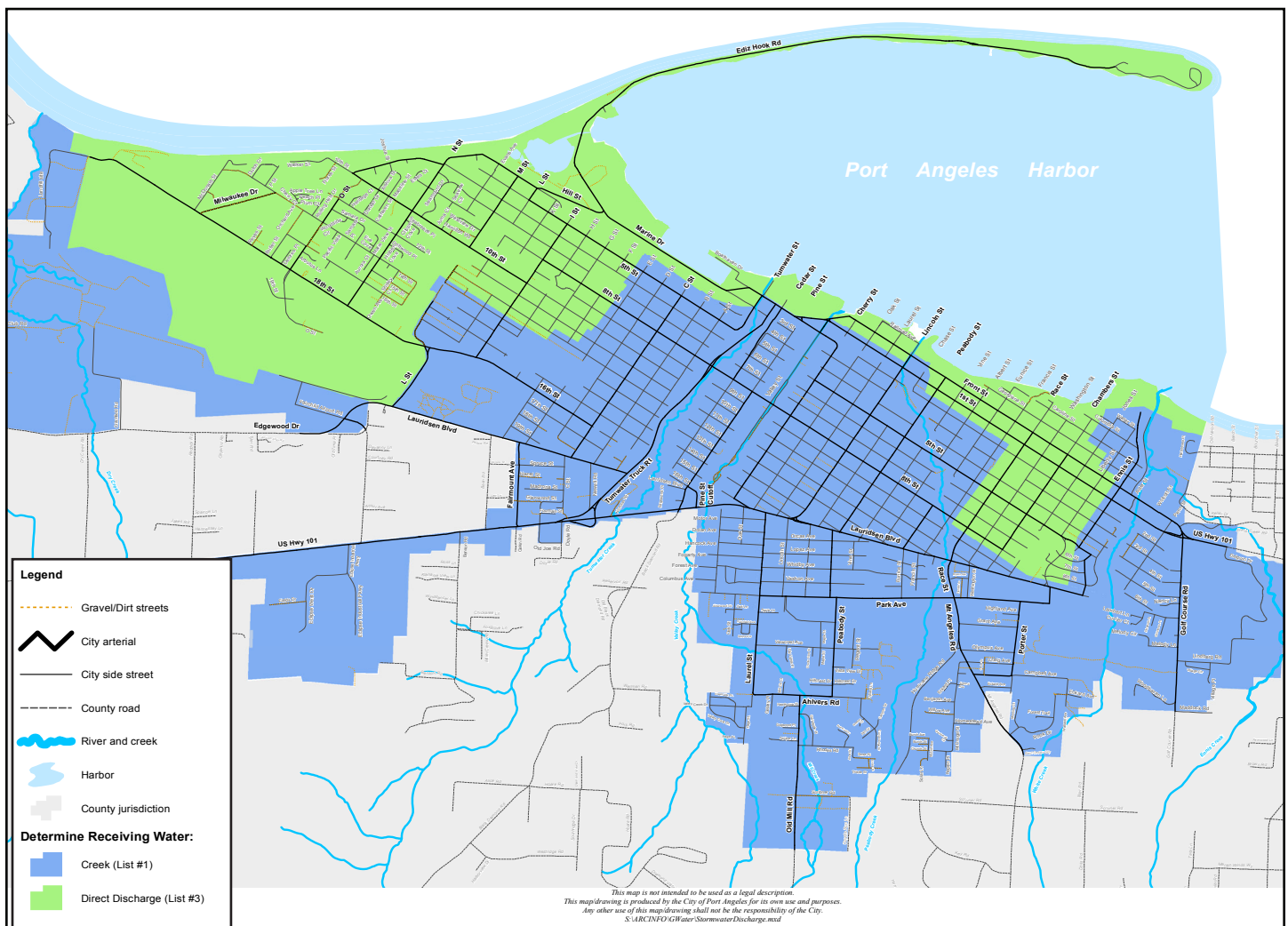


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Minimum Requirement # 5 : On-site Stormwater Management

The City requires on-site stormwater management techniques be implemented where-ever possible to accommodate the permanently added stormwater runoff being generated by development. Some on-site stormwater management techniques provide better stormwater detention and treatment than others, however, they are not always appropriate for use due to varying individual site characteristics. Therefore, techniques are presented to applicants on the next pages in a hierarchical order and shall be considered for use in the order listed. The first technique on the list that is determined to be feasible shall be implemented. Any technique considered and subsequently determined to be infeasible requires the applicant’s justification to be documented, see WORKSHEET C.

Additionally, runoff from developments occurring in drainage basins that drain directly or indirectly to a creek require a higher level of stormwater management, thus, the techniques are presented in two lists: **LIST #1)** applicable to projects that drain to a creek, and **LIST #3)** applicable to projects that drain to the Strait or PA Harbor. Use the map below to determine which LIST you should use and check the appropriate box at the bottom of the page.



<input type="checkbox"/> My project is located in a drainage basin that drains to a creek. Proceed to Page 6 to use LIST #1.	<input type="checkbox"/> My Project is located in a drainage basin that drains to salt water. Proceed to Page 7 to use LIST #3.
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Minimum Requirement # 5 : On-site Stormwater Management (continued)

LIST # 1 : Applicable to projects that directly or indirectly drain to a creek.

For each category below, proceed through the LIST from top down. Infeasibility criteria for each BMP is provided for you in WORKSHEET C. If number 1 on the list is not feasible, document your infeasibility justification on WORKSHEET C and move down to number 2, and so on. Also, be sure to fill out the area totals on the right-hand side of the page. These values should be consistent with the values you reported on Page 1. Specifications for the BMPs listed below can be found on the City’s website under Building -> Forms -> Stormwater Management Tools.

INSTRUCTIONS: Check **One** Feasible Option for **Each Category** Below:

Category A: Lawn and Landscape Areas

- My project does not have disturbed soils not covered by impervious surfaces.
- ↓ 1. BMP T5.13: Post-Construction Soil Quality and Depth Disturbed soils shall be amended, see WORKSHEET D.

Total Land Disturbance = _____ sq. ft.
(Line B)

Total Hard Surfaces = _____ sq. ft.
(Line E)

Area to be amended = _____ sq. ft.
(Line B - Line E)

Category B: Roofs

- My project does not have *Roof* areas.
- ↓ 1. BMP T5.30: Full Dispersion
OR
BMP T5.10A: Downspout Full Infiltration
- 2. BMP T5.14A: Rain Garden
- 3. BMP T5.10B: Downspout Dispersion System
- 4. BMP T5.10C: Perforated Stub-Out Connection
- ↓ 5. Each BMP above is infeasible, see WORKSHEET C.

Total Hard Surfaces = _____ sq. ft.
(Line E)

Roofs (incl. overhang) = _____ sq. ft.
(Footprint + Overhang Area)

Other Hard Surfaces = _____ sq. ft.
(sidewalk, driveway, deck, patio, etc.) (Line E - Roofs)

IMPORTANT NOTE: BMP T5.10A and T5.14A require onsite soils information for sizing or infeasibility.

Submit: 1) A USDA Custom Soil Report from <https://websoilsurvey.sc.egov.usda.gov/>
2) WORKSHEET E1 or E2
(suggested for sizing, mandatory for infeasibility justification)

USDA Soil TYPE = _____
(A, B, C, or D)

Measured Infiltration Rate = _____ in/hr

Category C: Other Hard Surfaces

- My project does not have *Other Hard Surface* areas
- ↓ 1. BMP T5.30: Full dispersion
- 2. BMP T5.15: Permeable Pavement
OR
BMP T5.14A: Rain Garden
- 3. BMP T5.12: Sheet Flow Dispersion
OR
BMP T5.11: Concentrated Flow Dispersion
- ↓ 4. Each item above is infeasible, see WORKSHEET C.

IMPORTANT NOTE: BMP T5.15 and T5.14A require onsite soils information for sizing or infeasibility.

Submit: 1) A USDA Custom Soil Report from <https://websoilsurvey.sc.egov.usda.gov/>
2) WORKSHEET E1 or E2
(suggested for sizing, mandatory for infeasibility justification)

USDA Soil TYPE = _____
(A, B, C, or D)

Measured Infiltration Rate = _____ in/hr



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Minimum Requirement # 5 : On-site Stormwater Management (continued)

LIST # 3 : Applicable to projects that **DO NOT** directly or indirectly drain to a creek.

For each category below, proceed through the LIST from top down. Infeasibility criteria for each BMP is provided for you in WORKSHEET C. If number 1 on the list is not feasible, document your infeasibility justification on WORKSHEET C and move down to number 2, and so on. Also, be sure to fill out the area totals on the right-hand side of the page. These values should be consistent with the values you reported on Page 1. Specifications for the BMPs listed below can be found on the City's website under Building -> Forms -> Stormwater Management Tools.

INSTRUCTIONS: Check **One** Feasible Option for **Each Category** Below:

Category A: Lawn and Landscape Areas

- My project does not have disturbed soils not covered by impervious surfaces.
- 1. BMP T5.13: Post-Construction Soil Quality and Depth Disturbed soils shall be amended, see WORKSHEET D.

Total Land Disturbance = _____ sq. ft.
(Line B)

Total Hard Surfaces = _____ sq. ft.
(Line E)

Area to be amended = _____ sq. ft.
(Line B - Line E)

Category B: Roofs

- My project does not have *Roof* areas.
- 1. BMP T5.10A: Downspout Full Infiltration
- *Optional - may elect to install BMP T5.14A Rain Garden*
- 2. BMP T5.10B: Downspout Dispersion System
- 3. BMP T5.10C: Perforated Stub-Out Connection
- 4. Each BMP above is infeasible, see WORKSHEET C.

Total Hard Surfaces = _____ sq. ft.
(Line E)

Roofs (incl. overhang) = _____ sq. ft.
(Footprint + Overhang Area)

Other Hard Surfaces = _____ sq. ft.
(sidewalk, driveway, deck, patio, etc.) (Line E - Roofs)

IMPORTANT NOTE: BMP T5.10A and T5.14A require onsite soils information for sizing or infeasibility.

Submit: 1) A USDA Custom Soil Report from <https://websoilsurvey.sc.egov.usda.gov/>

2) WORKSHEET E1 or E2
(suggested for sizing, mandatory for infeasibility justification)

USDA Soil TYPE = _____
(A, B, C, or D)

Measured Infiltration Rate = _____ in/hr

Category C: Other Hard Surfaces

- My project does not have *Other Hard Surface* areas
- *Optional - may elect to install BMP T5.15: Permeable Pavement OR BMP T5.14A: Rain Garden*
- 1. BMP T5.12: Sheet Flow Dispersion
- 2. BMP T5.11: Concentrated Flow Dispersion
- 3. Each item above is infeasible, see WORKSHEET C.

IMPORTANT NOTE: BMP T5.15 and T5.14A require onsite soils information for sizing or infeasibility.

Submit: 1) A USDA Custom Soil Report from <https://websoilsurvey.sc.egov.usda.gov/>

2) WORKSHEET E1 or E2
(suggested for sizing, mandatory for infeasibility justification)

USDA Soil TYPE = _____
(A, B, C, or D)

Measured Infiltration Rate = _____ in/hr