



# BUILDING PERMIT STORMWATER WORKSHEET

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**CITY USE ONLY**  
App. #: \_\_\_\_\_  
Received: \_\_\_\_\_

PROJECT ADDRESS: \_\_\_\_\_

## STORMWATER QUESTIONNAIRE

To determine the stormwater requirements that apply to your project, please answer the following questions:

1. What is the parcel size of the site to be developed? \_\_\_\_\_ sq.ft.
2. What is the total area of already existing hard surfaces? \_\_\_\_\_ sq.ft.
3. What is the total land area that will be disturbed during this project? \_\_\_\_\_ sq.ft.
4. What is the total area of new hard surfaces? \_\_\_\_\_ sq.ft.
5. What is the total area of to-be replaced hard surfaces? \_\_\_\_\_ sq.ft.
6. How much vegetation will be converted to lawn/landscaped area? \_\_\_\_\_ sq.ft.
7. How much native vegetation will be converted to pasture? \_\_\_\_\_ sq.ft.
8. Does the site have 35% or less of existing hard surface coverage?

YES: This project is considered a “new development.”  
Answer the questions below to determine the minimum requirements for the project. Proceed to question N1

NO: This project is considered a “re-development.”  
Answer the questions below to determine the minimum requirements for the project. Proceed to question R1

### NEW DEVELOPMENT

N1. Does the project result in 5,000 sq.ft. or greater of new + replaced hard surface?

- YES: Large Project Stormwater Plan [see next page]
- NO: Proceed to question N2

N2. Does the project convert ¼ acre (32,670 sq.ft.) or more of vegetation to lawn or landscaped area, or convert 2.5 acres or more of native vegetation to pasture?

- YES: Large Project Stormwater Plan [see next page]
- NO: Proceed to question N3

N3. Does the project result in 2,000 sq.ft. or greater of new plus replaced hard surface area?

- YES: Small Project Stormwater Plan [see next page]
- NO: Proceed to question N4

N4. Does the project have land disturbing activities greater than 7,000 sq.ft. but less than an acre?

- YES: Small Project Stormwater Plan [see next page]
- NO: Minimum Requirement 2 Only [see next page]

### REDEVELOPMENT

R1. Does the project add 5,000 sq. ft. or more of new hard surfaces? OR Convert 32,670 sq. ft. (¾ acre) or more of vegetation to lawn or landscaped area? OR disturb greater than 1 acre of land? OR Convert 2.5 acres or more of native vegetation to pasture?

- YES: Large Project Stormwater Plan [see next page]
- NO: Proceed to question R2

R2. Does this project result in 2,000 sq. ft., or more, of new plus replaced hard surface area? OR Is the land disturbing activity greater than 7,000 sq. ft. but less than 1 acre?

- YES: Proceed to question R3
- NO: Minimum Requirement 2 Only [see next page]

R3. Is the total of new plus replaced hard surfaces 5,000 sq. ft. or more, AND does the value of the proposed improvements – including interior improvements – exceed 50% of the assessed value (or replaced value) of the exist-ing site improvements?

- YES: Large Project Stormwater Plan [see next page]
- NO: Small Project Stormwater Plan [see next page]

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## STORMWATER REQUIREMENTS

Upon completion of the stormwater questionnaire, please use Table 1 and Table 2 to determine the required stormwater management practices, and provide the appropriate materials with submission of your completed building permit application. Please indicate the level of Stormwater Management your project is required to meet:

- MR #2 Only     
  Small Project (MR #1-5)     
  Large Project (MR #1-9)     
  Exempt

Table 1: Washington State Department of Ecology Minimum Requirements (MR)

|  |                                  |
|--|----------------------------------|
| MR #1: Preparations of stormwater site plans                     | MR #6: Runoff treatment          |
| MR #2: Construction Stormwater Pollution Prevention Plan (SWPPP) | MR #7: Flow control              |
| MR #3: Source control of pollution                               | MR #8: Wetlands protection       |
| MR #4: Preservation of natural drainage systems and outfalls     | MR #9: Operation and maintenance |
| MR #5: On-site stormwater management                             |                                  |

Table 2: Stormwater Management Information

| Requirement                            | Description   | Required  |
|--|---|---|
| MR #2 Only                             | A complete Construction SWPPP does not need to be prepared and submitted to meet this requirement. However, the project proponent must consider all 13 Elements of Construction Stormwater Pollution Prevention and develop controls for all elements of the project.   | COPA Factsheet B<br><u>Additional Resources</u><br>USSG 6.05.03<br>SWMMWW Vol.1-2.5.5                                   |
| Small project stormwater plan (MR 1-5) | Small projects are required to meet Minimum Requirements 1-5. These projects are generally less impactful and therefore require less stormwater protection and mitigation efforts. These projects have the option to use the City's pre-engineered worksheets, templates, and forms to construct an a Small Stormwater Management Plan.   | COPA Factsheet A<br>COPA Worksheets:<br>A,B,C,D,E<br><u>Additional Resources</u><br>USSG 5.04.01.1<br>SWMMWW Vol.1-Ch.2 |
| Large Project Stormwater Plan (MR 1-9) | Large projects are required to meet all Minimum Requirements (1-9). These projects are either impactful by design or are being developed in an environmentally sensitive and/or critical area. The project proponent is required to retain professional engineering services to prepare and submit a detailed report that addresses site specific stormwater concerns and engineered solutions that meet WA State specifications. | Contact a Licensed Engineering Firm<br><u>Additional Resources</u><br>USSG 5.04.01.2<br>SWMMWW Vol.1-Ch.2               |

Links to resource documents below in [blue](#).

USSG: [City of Port Angeles Urban Services and Standards Guidelines, 2017 updated edition](#).

SWMMWW: [WA State Dept. of Ecology's Stormwater Management Manual for Western Washington, 2019](#)

I have read and completed the application and know it to be true and correct. I am authorized to apply for this permit and understand that it is my responsibility to determine what permits are required and to obtain permits prior to work. I understand that plan review fees are not refundable after review has occurred. I understand that I will forfeit review fees if I withdraw the application before the permit is issued. I understand that additional information may be required when determined necessary by the building official and if the permit is not picked up/issued within 180 days of submittal, the application will be considered abandoned and the fees will be forfeited.

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Date \_\_\_\_\_ Print Name \_\_\_\_\_ Signature ( Owner  Contractor  Representative)