



Permit No. _____
Project No. _____
(No.'s to be provided by C.O.K.)

PHASE II STORMWATER
MANAGEMENT PERMIT APPLICATION FORM

OFF-SITE SYSTEM SUPPLEMENT
FOR DEVELOPMENT DRAINING TO PERMITTED OFF-SITE TREATMENT SYSTEMS
This form may be photocopied for use as an original

Stormwater Management Plan Review:

A complete stormwater management plan submittal includes a stormwater management permit application, an off-site system supplement for each off-site stormwater treatment system, appropriate supplement forms for any on-site stormwater treatment systems, and plans and specifications showing all stormwater conveyances and drainage details for the project.

I. PROJECT INFORMATION

Project Name: _____
Contact Person: _____ Phone Number: (____) _____
Company, Association, etc.: _____

Is all drainage from the project directed to the off-site system? *(check one)*: Yes No

Receiving stream name: _____ and Classification: _____

II. OFF-SITE SYSTEM INFORMATION (please complete the following information for the off-site system that will treat runoff from your project):

Permit No. _____
Project Name: _____
Type of System (wet pond, infiltration basin, etc.): _____
Lot No. (if part of a subdivision): _____
How much built upon area draining to the permitted treatment system has been allocated to this project?: _____
The original design of the system: _____ Acres (list to 3 decimal places)
What is the proposed BUA for the project?: _____ Acres (list to 3 decimal places)

III. REQUIRED ITEMS CHECKLIST

Prior to issuing an off-site permit, verification of the following information must be provided. Initial in the space provided to indicate that the following requirements have been met and supporting documentation is attached. If the applicant has designated an agent in the Stormwater Management Permit Application Form, the agent may initial below. If a requirement has not been met, attach justification.

Applicants Initials

- _____ a. Deed restrictions limiting the built-upon area on the site have been recorded.
- _____ b. Engineers certification for the existing off-site system has been submitted.
- _____ c. Off-site system is in compliance with the issued permit.

STORMWATER SUBMITTAL REQUIREMENTS OFF-SITE SYSTEMS

I. Objective

These projects are out parcels or individual commercial subdivision lots sold to other entities, which were permitted to drain into a stormwater system under another permit. The runoff from all BUA on the lot must be collected by any means including piping and swales, and directed into the previously permitted stormwater system. Lots whose ownership is retained by the original permittee should be permitted as plan revisions to the original permit. However, if the lot may be sold in the future, it is best to write a separate off-site permit to the original permittee to help the transfer process go much smoother and faster.

II. What makes up a complete off-site application package?

- A. Sealed, signed & dated layout & grading plans with appropriate details.
- B. Completed application with Application Form and Off-Site System Supplement.
- C. A copy of the recorded Deed Restrictions must be on file.
- D. The pond must be functional and the Designer's Certification must be on file.
- E. The permitted system must be in compliance with its permit.

III. Review Procedure - look for a proposed built-upon area that is equivalent to or below what was previously permitted, and that all the BUA is graded such that it will be directed to the permitted system.

A. APPLICATION

- 1. A completed Off-site System Supplement.
- 2. The BUA's reported on the application are only for the lot in question and are equal to or less than the BUA allowed under the Master permit.
- 3. Receiving stream name and classification.

B. CALCULATIONS The proposed BUA is broken down and listed on the plans and application.