

**WRIGHTSVILLE BOROUGH
STORMWATER MANAGEMENT PERMIT APPLICATION**

If you, as a property owner, are planning to construct any type of structure or improvement to your property (patio, driveway, etc.) that will impact the stormwater runoff leaving your property, then you must comply with Municipal Stormwater Management Ordinance No. 2012-02. Completion of this form will allow the staff to guide you through the associated regulations.

Step 1: Complete the Project Information

Property Owner: _____

Property Address: _____

Daytime Phone Number: _____ (preferred)

Email Address: _____ (preferred)

Proposed Development (Please provide information regarding size, type, distance from property lines and existing site features, etc. Attach any manufacturer's sheets or other information related to the proposed development):

Have any other exterior improvements been completed on the property since April 2, 2012? If so, please list the projects and permit numbers _____.

Step 2: Provide Sketch Plan of Property

Plan shall include property lines, existing improvements and proposed improvements. Also include any infiltration structures and any impervious surface to be removed. Please indicate which direction the property slopes as well as provide detailed drainage information for proposed improvements (roof breaks, gutters, downspout locations, etc. (Examples included as Attachments A1 and A2 in Small Projects Guide).

Sketch Plan Provided

Step 3: Summarize Proposed Impervious Area

- New Pavement (Parking area, driveway) _____ ft²
- New Building (Shed, Garage, Addition) _____ ft²
- Sidewalk or Patio (Concrete, Brick) _____ ft²
- Removal of existing impervious area _____ ft²
- Changing the ground surface/cover (Clearing a wooded lot, converting a meadow area to yard) _____ ft² (Municipal Engineer to be contacted by Borough)
- Farming Activities (not new buildings or impervious) – If in compliance with Chapter 102, exempted from formal submission.
- Timber Activities - If in compliance with Chapter 102, exempted from formal submission.
- Stormwater Improvement - Not associated with a new impervious area (Municipal Engineer to be contacted by Borough)

Applicant Name (Printed)

Signature

Date

Step 4: Confirm Permit Requirements with Borough Staff

Municipal Use Only:

A. Existing Uncontrolled Impervious Area Added to the Property Since April 2, 2012 and Impacted by the Proposed Project
 _____ ft²

B. New Regulated Impervious Area To Be Added _____ ft²

C. Impervious Area To Be Removed _____ ft²

TOTAL REGULATED IMPERVIOUS AREA (A + B - C) _____ ft²

Municipal Determination:

___ **Total Regulated Impervious Area is less than 1,000 ft²**

Review of this submission will occur at the Borough Staff level. Projects in this category are not required to submit a Stormwater Management Site Plan or record a Stormwater Operation and Maintenance and Right-Of-Way Agreement as long as one of the following methods is utilized:

- Project qualifies as a Disconnected Impervious Area (DIA) in accordance with Appendix B of the Stormwater Management Ordinance. Applicant is required to submit a plan detailing the location and characteristics of the DIA and sign the Property Owner/Applicant Certification in Step 7 of this application.
- Applicant to utilize a stormwater facility design outlined in the Wrightsville Borough Small Projects Guide to manage stormwater impacts. Consultation and review by the Borough Engineer will occur for proposed facilities not included in the Small Projects Guide or if deemed necessary by Staff. Applicant is required to submit a plan detailing the proposed location and design of stormwater facilities, sign the Property Owner/Applicant Certification in Step 7 of this application, and sign the Operations and Maintenance Plan located in the Small Projects Guide.

___ **Total Regulated Impervious Area 1,000 ft² or greater**

Stormwater Management Site Plan is required to be submitted by a qualified professional. Applicant is required to sign and record a Stormwater Operation and Maintenance and Right-Of-Way Agreement as contained in Appendix A of the Stormwater Management Ordinance. This plan will require an engineering, ordinance review, and inspection by the Borough Engineer.

Regulated impervious areas totaling between 1,000 ft² and 5,000 ft² may still qualify for the use of Disconnected Impervious Area credit if the criteria of Appendix B of the Stormwater Management Ordinance is met.

___ **Project Requires Submission of a Land Development Plan**

Stormwater management approval will be covered under the approval of a Land Development Plan. Approval of stormwater management will follow Borough Land Development processes and timelines. This application is not to be used.

 Municipal Official

 Signature

 Date

Step 5: Staff Consultation

Review of this form will allow Borough Staff to determine what requirements of the Stormwater Management Ordinance apply to your project. The Borough will contact you at the phone number or email address indicated above once the internal review has been completed. You will be asked to come back to the Borough Office to discuss the requirements and finalize the application.

Step 6: Approval (Municipal Use Only)

- Approved Disconnected Impervious Area
- Approved Use of Small Project's Guide
- Approved Stormwater Management Site Plan (Borough Engineer approval received)

Step 7: Property Owner/Applicant Certification

Please read, sign and date the application below to acknowledge and accept the requirements (including construction requirements and associated administrative items) outlined and reviewed with Borough Staff.

I understand and agree to the following:

1. I will be required to construct all improvements and associated stormwater management facilities in accordance with the approved plans and details.
2. Additional stormwater planning and permitting applications are required for any future impervious areas not represented and accounted for in this application.
3. Any exemption, permit, or authorization issued or approved based on false, misleading or erroneous information provided by an applicant is void without the necessity of any proceedings for revocation. Any work undertaken or use established pursuant to such permit or other authorization is unlawful. No action may be taken by a board, agency or employee of the Municipality purporting to validate such a violation.
4. Upon presentation of proper credentials, the Borough may enter at reasonable times upon any property to inspect the condition of the stormwater structures and facilities in regard to any aspect regulated by this Ordinance.
5. Proper management of stormwater runoff associated with this permit is the responsibility of the property owner.

Applicant Name (Printed)

Signature

Date