



COMMONWEALTH OF PENNSYLVANIA
 DEPARTMENT OF ENVIRONMENTAL PROTECTION
 BUREAU OF WATERSHED MANAGEMENT

OFFICIAL USE ONLY
ID # _____
Date Received _____

**PERMIT APPLICATION
 NOTICE OF INTENT FOR COVERAGE
 UNDER THE GENERAL (PAG-02) NPDES PERMIT
 OR
 APPLICATION FOR AN INDIVIDUAL NPDES
 PERMIT FOR STORMWATER DISCHARGES
 ASSOCIATED WITH CONSTRUCTION ACTIVITIES**

PLEASE READ THE PERMIT SUMMARY SHEET AND INSTRUCTIONS PROVIDED IN THIS PERMIT APPLICATION PACKAGE BEFORE COMPLETING THIS FORM. COMPLETE THE ATTACHED CHECKLIST AND WORKSHEETS 1 THROUGH 5 REFERENCED AFTER APPENDIX B OF THIS PERMIT APPLICATION. COMPLETE ALL OTHER APPLICABLE WORKSHEETS REFERENCED IN THE APPLICATION CHECKLIST.

1 acre to less than 5 acres of disturbance with a point source discharge 5 acres or larger disturbance

PLEASE PRINT OR TYPE INFORMATION IN BLACK OR BLUE INK.

CHECK APPROPRIATE BOX	GENERAL <input type="checkbox"/>	INDIVIDUAL <input type="checkbox"/>
APPLICATION TYPE	NEW <input type="checkbox"/>	RENEWAL <input type="checkbox"/>
	MAJOR MODIFICATION <input type="checkbox"/>	PHASED <input type="checkbox"/>
SECTION A. APPLICANT INFORMATION		
Applicant's Last Name	First Name	MI
		Phone FAX
Email Address		
Organization Name or Registered Fictitious Name		Phone FAX
Mailing Address	City	State ZIP + 4
Co-Applicant's Last Name (if applicable)	First Name	MI Phone FAX
Email Address		
Organization Name or Registered Fictitious Name		Phone FAX
Mailing Address	City	State ZIP + 4
SECTION B. PROJECT INFORMATION AND SITE ANALYSIS		
1. Project Name:		
2. Project Description		
<input type="checkbox"/> Residential Subdivision	<input type="checkbox"/> Sewerage/Water System	<input type="checkbox"/> Private Road/Residence
<input type="checkbox"/> Commercial/Industrial	<input type="checkbox"/> Public Road	<input type="checkbox"/> Government Facility
<input type="checkbox"/> Utility Facility/Transmission	<input type="checkbox"/> Recreational	<input type="checkbox"/> Remediation/Restoration

3. Total Project Area (Acres): _____

4. Project Location or Physical Address (if available):

5. County	Municipality	City	Boro	Twp
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

6. Latitude: _____°/ _____'/ _____" Longitude: _____°/ _____'/ _____"
 Collection Method: EMAP HGIS GISDR ITPMP GPS WAAS LORAN
 Check the horizontal reference datum (or projection datum) employed in the collection method. EMAP and HGIS (PNDI) have known datum and do not require checking here. NAD27 NAD83 WGS84 (GEO84)
 Enter the date of collection if the lat and long coordinates were derived from GPS, WAAS or LORAN. _____ mm _____ dd _____ yyyy

7. U.S.G.S. Quad Map Name _____

8. Existing and Previous Uses of the Land Proposed for Construction (use separate sheet if necessary):
 Existing Land Uses: Agriculture Forest/Woodland Barren Urban Brownfield Other
 Description: _____

Previous Land Uses: Agriculture Forest/Woodland Barren Urban Brownfield Other
 Description: _____

9. Site Analysis

a. Describe how Natural Resources features on the site (Worksheets 2 and 3 referenced in the Pa. Stormwater BMP Manual) were considered in: Location and Design of the project, E & S Plan Design, PCSM Plan Design. (attach additional sheet if necessary)

b. Identify naturally occurring geologic formations or soil conditions that may have the potential to cause pollution during earth disturbance activities and include BMPs to avoid or minimize potential pollution and its impacts from the formation.

10. Potential Toxic or Hazardous Pollutants: (Submit the following data if soil contaminant, geology or past or present land use provides a potential for contaminated runoff from the project site) N/A Use additional sheets if necessary.

Pollutant	Concentration w/Units	Source	Sample Type	Date(s) / Number of Samples

11. Fill Material

Based on a cut/fill analysis of the project site, will the site need to import fill, export fill or will the site balance? Be sure to read the instructions before completing this section. Clean Fill can not be placed in or on waters of the Commonwealth.

- Check the appropriate box**
- Import fill – the Operator will, in most situations, be responsible to perform environmental due diligence and determine that all fill imported to the site meets the department's definition of clean fill. The plan designer must include a note on the drawings to identify the operator(s) responsibility and provide the definition of Clean Fill and Environmental Due Diligence.
 - Export fill – the Applicant is responsible for performing environmental due diligence at the time this application was submitted to determine that any fill exported from the site will be certified as clean fill.
 - Balance all cuts and fills with the amount of rock and soil available on the site.

12. Total Disturbed Area (Acres) to be permitted: _____

13. Estimated Timeframe for completion of project: Project Start Date _____ Project End Date _____

14. Estimated Timetable for Phased Projects Build Out (Complete for phased projects only)

Phase No. or Name	Proposed Type of Activity	Total Area	Disturbed Area	Start Date	End Date

15. Stormwater Discharges to (during construction): Impaired Waters According to Chapter 303(d) List
 Waters of the Commonwealth Municipal Separate Storm Sewer Private Storm Sewer Non Surface Waters

Receiving Water/Watershed Name:	Chapter 93 Receiving Water Classification: (Designated use)	Existing Use (if different from the Designated use)
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Name of Municipal Storm Sewer Operator:	Name of Private Storm Sewer Operator:	Other: (including off-site discharges)
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SECTION C. E & S AND POST CONSTRUCTION STORMWATER MANAGEMENT (PCSM) PLAN

Note: For projects involving multiple watershed boundaries, please submit a complete, separate Section C for each additional watershed.

1. Provide a brief summary of proposed BMPs and their performance to manage E & S for the project. If E & S BMPs and their application do not follow the guidelines referenced in the Pa. Erosion and Sediment Pollution Control Program Manual, provide documentation to demonstrate performance equivalent to, or better than, the BMPs in the Manual.

E & S BMPs

PCSM Plan Information - The PCSM Plan should be designed to maximize volume reduction technologies, eliminate (where possible) or minimize point source discharges to surface waters, preserve the integrity of stream channels, and protect the physical, biological and chemical qualities of the receiving surface water. **The DEP recommends the use of Control Guideline 1 (CG1) referenced in the Pa. Stormwater BMP Manual to achieve this goal.**

Design standards applied to develop the PCSM Plan. Check those that apply.

Act 167 Plan - The attached PCSM plan is consistent with an applicable approved Act 167 Plan. **A letter of consistency from the Municipal or County Engineer should be provided with the application.** Complete and submit all applicable worksheets referenced in the application checklist as part of the permit application for each approved Act 167 Plan.

Complete the following table for all applicable approved Act 167 Stormwater Management Plans. (use additional sheets if necessary)

ACT 167 Plan Name	Date Adopted	Consistency Letter Included
_____	_____	<input type="checkbox"/>

- The attached PCSM plan is consistent with all applicable local stormwater management ordinances, including MS4 (NPDES Permit to Discharge Stormwater Through a Municipal Separate Storm Sewer System) ordinances. **A letter of consistency from the Municipal or County Engineer must be provided with the application.** Complete and submit all applicable worksheets referenced in the application checklist as part of the permit application.

Complete the following table for all applicable Municipalities. (use additional sheets if necessary)

Municipality Name	Ordinance Number	Consistency Letter Included
_____	_____	<input type="checkbox"/>

The PCSM Plan must satisfy either subparagraph a or b below. Check those that apply.

- A. Act 167 Plan approved on or after January 2005 – The attached PCSM Plan, in its entirety, is consistent with all requirements pertaining to rate, volume, and water quality from an Act 167 Stormwater Management Plan approved by DEP on or after January 2005.

OR

- B. The PCSM Plan must satisfy one or both of the following requirements:
 - PA Stormwater BMP Manual - The attached PCSM plan is consistent with water quality design features and BMPs as presented in the Pennsylvania Stormwater BMP Manual. CG 1 has been met.
 - Other Design Standard – The attached PCSM plan was developed using partial compliance with the above standards or other standard. Demonstrate/explain in the space provided how this standard meets the criteria described in the PA Comprehensive Stormwater Management Policy Document 392-0300-002.

2. SUMMARY TABLE FOR SUPPORTING CALCULATION AND MEASUREMENT DATA

Please reference the Stormwater Methodology used (i.e. SCS Method) _____

	Pre-construction	Post Construction	Net Change
Design storm frequency _____ Rainfall amount _____ inches			
Impervious area (acres)	1	2	3
Volume of stormwater runoff <input type="checkbox"/> acre-feet or <input type="checkbox"/> cubic feet without planned stormwater BMPs (check appropriate box)	4	5	6
Volume of stormwater runoff <input type="checkbox"/> acre-feet or <input type="checkbox"/> cubic feet with planned stormwater BMPs (check appropriate box)		7	8
Stormwater peak discharge rate for the design frequency storm (cubic feet per second)	9	10	11

Box 1. Pre-construction impervious area: The total acres of impervious area on the project site before construction activities begin, based on land use for five years preceding the planned project.

Box 2. Post construction impervious area: The total acres of impervious area on the project site after construction activities have been completed.

Box 3. Net change of impervious area: The difference between the acres of impervious area listed in Box 1 and Box 2. Zero or negative values are acceptable.

Box 4. Pre-construction stormwater runoff volume without planned BMPs: The amount of stormwater runoff volume from the project site that would result from the design storm occurrence before construction activities begin, based on land use for five years preceding the project.

Box 5. Post construction stormwater runoff volume without planned BMPs: The amount of stormwater runoff volume from the project site that would result from the design storm occurrence after construction activities have finished assuming that no stormwater infiltration or retention BMPs have been installed.

Box 6. Net change in stormwater volume without planned BMPs: The difference between the amounts of stormwater runoff volume listed in Box 4 and Box 5.

Box 7. Post construction stormwater runoff volume with planned BMPs: The amount of stormwater runoff volume from the project site that would result from the design storm occurrence after construction activities have finished and the planned stormwater infiltration or retention BMPs have been installed.

Box 8. Net change in stormwater runoff volume with planned BMPs: The difference between the amounts of stormwater runoff volume listed in Box 4 and Box 7.

Box 9. Pre-construction stormwater discharge rate: The stormwater runoff discharge rate for the design frequency storm as determined by the land use for the past five years.

Box 10. Post construction stormwater discharge rate: The stormwater runoff discharge rate for the design frequency storm event after all planned stormwater BMPs are installed.

Box 11. Net change stormwater discharge rate: The difference between the stormwater runoff discharge rates listed in Box 9 and Box 10.

5. THERMAL IMPACTS ANALYSIS

Please explain how thermal impacts associated with this project were avoided.

If thermal impacts cannot be avoided, describe how impacts were minimized and the BMPs that will mitigate such impacts in a manner that will protect and maintain water quality in receiving surface waters in accordance with 25 Pa. Code Chapter 93.

SECTION D. ANTIDegradation ANALYSIS MODULE

This Section is to be completed for Special Protection Watershed Only. (HQ/EV and EV Wetlands)

PART 1 NON-DISCHARGE ALTERNATIVES EVALUATION

The applicant must consider and describe any and all non-discharge alternatives for the entire project area which are environmentally sound and will:

- Minimize accelerated erosion and sedimentation during the earth disturbance activity
- Achieve no net change from pre-development to post-development volume, rate and concentration of pollutants in water quality

E & S Plan	Official Use Only	PCSM Plan	Official Use Only
Check off the environmentally sound non-discharge Best Management Practices (BMPs) listed below to be used prior to, during, and after earth disturbance activities that have been incorporated into your E & S Plan based on your site analysis. For BMPs not checked, provide an explanation of why they were not utilized. (attach additional sheets if necessary)		Check off the environmentally sound non-discharge Best Management Practices (BMPs) listed below to be used after construction that have been incorporated into your PCSM Plan based on your site analysis. For BMPs not checked, provide an explanation of why they were not utilized. (attach additional sheets if necessary)	
Non-discharge BMPs <input type="checkbox"/> Alternative Siting <input type="checkbox"/> Alternative location <input type="checkbox"/> Alternative configuration <input type="checkbox"/> Alternative location of discharge <input type="checkbox"/> Limited Disturbed Area <input type="checkbox"/> Limiting Extent & Duration of Disturbance (Phasing, Sequencing) <input type="checkbox"/> Vegetated Riparian Buffers (100 ft min) <input type="checkbox"/> Other _____		Non-discharge BMPs <input type="checkbox"/> Alternative Siting <input type="checkbox"/> Alternative location <input type="checkbox"/> Alternative configuration <input type="checkbox"/> Alternative location of discharge <input type="checkbox"/> Low Impact Development (LID / BSD) <input type="checkbox"/> Vegetated Riparian Buffers (100 ft min) <input type="checkbox"/> Infiltration <input type="checkbox"/> Water Reuse <input type="checkbox"/> Other _____	

Part 2 Antidegradation Best Available Combination of Technologies (ABACT)

If the net change in stormwater discharge from or after construction is not fully managed by non-discharge BMPs, the applicant must utilize ABACT BMPs to manage the difference. The Applicant must specify whether the discharge will occur during construction, post-construction or both, and identify the technologies that will be used to ensure that the discharge will be a non-degrading discharge. ABACT BMPs include but are not limited to:

E & S Plan	Official Use Only	PCSM Plan	Official Use Only
<input type="checkbox"/> Treatment BMPs: <input type="checkbox"/> Sediment basin with skimmer <input type="checkbox"/> Sediment basin ratio of 4:1 or greater (flow length to basin width) <input type="checkbox"/> Sediment basin with 4-7 day detention <input type="checkbox"/> Flocculants <input type="checkbox"/> Land disposal: <input type="checkbox"/> Vegetated filters <input type="checkbox"/> Vegetated Riparian buffers <100ft. <input type="checkbox"/> Immediate stabilization <input type="checkbox"/> Pollution prevention: <input type="checkbox"/> PPC Plans <input type="checkbox"/> Street sweeping <input type="checkbox"/> Channels, collectors and diversions lined with permanent vegetation, rock, geotextile or other non-erosive materials <input type="checkbox"/> Stormwater reuse technologies: <input type="checkbox"/> Sediment basin water for dust control <input type="checkbox"/> Sediment basin water for irrigation <input type="checkbox"/> Other _____		<input type="checkbox"/> Treatment BMPs: <input type="checkbox"/> Infiltration Practices <input type="checkbox"/> Wet ponds <input type="checkbox"/> Created wetland treatment systems <input type="checkbox"/> Vegetated swales <input type="checkbox"/> Manufactured devices <input type="checkbox"/> Bio-retention/infiltration <input type="checkbox"/> Green Roofs <input type="checkbox"/> Land disposal: <input type="checkbox"/> Vegetated filters <input type="checkbox"/> Vegetated Riparian Buffers <100ft. <input type="checkbox"/> Disconnection of roof drainage <input type="checkbox"/> Bio-retention/bio-infiltration <input type="checkbox"/> Pollution prevention: <input type="checkbox"/> Street sweeping <input type="checkbox"/> Nutrient, pesticide, herbicide or other chemical application plan alternatives <input type="checkbox"/> PPC Plans <input type="checkbox"/> Non-structural Practices <input type="checkbox"/> Land Preservation <input type="checkbox"/> Restoration BMPs <input type="checkbox"/> Stormwater reuse technologies: <input type="checkbox"/> Cisterns <input type="checkbox"/> Rain barrels <input type="checkbox"/> Dry hydrant with underground storage <input type="checkbox"/> Spray/Drip Irrigation <input type="checkbox"/> Other _____	
Are the ABACT BMPs selected sufficient to minimize E & S discharges to the extent that existing or designated surface water uses are protected? <input type="checkbox"/> Yes <input type="checkbox"/> No. If no, and the project is located in a HQ water, proceed to Part 3.		Are the ABACT BMPs selected sufficient to achieve no net change to the extent that existing or designated surface water uses are protected? <input type="checkbox"/> Yes <input type="checkbox"/> No. If no, and the project is located in a HQ water, proceed to Part 3.	

Part 3 Social or Economic Justification (SEJ) (for projects in high quality waters only)

If the applicant cannot demonstrate that the net change in discharge will protect the existing quality of the receiving surface waters, for projects in HQ waters, the applicant may pursue the SEJ process for demonstrating that lowering water quality is necessary to accommodate important economic or social development in the area in which the waters are located, in accordance with Chapter 10 of the Water Quality Antidegradation Implementation Guidance Manual, DEP Document ID No. 391-0300-002.

SECTION E. CONSULTANT FOR THIS PROJECT

Last Name	First Name	MI
Title		Consulting Firm
Mailing Address		
City	State	ZIP+4
Email	Phone FAX	Ext

SECTION F. COMPLIANCE HISTORY REVIEW

Is/was the applicant(s) in violation of any permits issued by DEP or any regulated activities within the past five years?

Yes No

If yes, list each permit or project that is/was in violation and provide compliance status of the activity (use additional sheets to provide information on all permits).

Permit Program or Activity:

Permit Number (if applicable):

Brief description of non-compliance:

Steps taken to achieve compliance

Date(s) Compliance Achieved

Current Compliance Status: In-Compliance In Non-Compliance

If the applicant is not in compliance with any permit requirement of DEP Regulations or regulated activity, provide a narrative description of how the applicant will achieve compliance with the permit requirement or activity, including the schedule for achieving compliance with appropriate milestones.

SECTION G. PERMIT COORDINATION

Does the applicant (owner and/or operator) have, have pending, or require any other environmental permits for this project and any additional planning requirements?

Yes No If yes, list each permit or approval, permit number, and description.

Coordination Questions

1. Does the project involve any of the following: Placement of fill, excavation within or a placement of a structure located in, along, across, or projecting into a water course, floodway or body of water (including wetlands)?

Yes No If yes, identify which authorization under Chapter 105 is applicable.

Joint Permit General Permit Waiver

2. What is your 537 Plan status? Please note that 537 Plan approval is required prior to permit issuance.

3. Is your project associated with a Brownfield's Remediation? Yes No If yes, please indicate any coordination to date with the Environmental Cleanup Program (Act 2 or Superfund).

4. Are there any additional permits or approvals that may be required for this project? Yes No If yes, please list them.

SECTION H. CERTIFICATION

Applicant Certification

I certify under penalty of law that this application and all related attachments were prepared by me or under my direction or supervision by qualified personnel to properly gather and evaluate the information submitted. Based on my own knowledge and on inquiry of the person or persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate and complete. The responsible official's signature also verifies that the activity is eligible to participate in the NPDES permit, and that BMP's, E&S Plan, PPC Plan, PCSM Plan, and other controls are being or will be, implemented to ensure that water quality standards and effluent limits are attained. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment or both for knowing violations pursuant to Section 309(c)(4) of the Clean Water Act and, 18 Pa. C.S. §§4903-4904.

Applicant

Co-Applicant (if applicable)

 Print Name and Title of Person Signing

 Print Name and Title of Person Signing

() _____
 Telephone Number of Person Signing

() _____
 Telephone Number of Person Signing

 Signature of Applicant

 Signature of Co-Applicant

 Date Signed

 Date Signed

Please note below the name, address and telephone number of the individual that should be contacted in the event additional information is required.

Name: _____

Address: _____

Telephone: () _____ FAX: () _____

Notarization:

Commonwealth of Pennsylvania

County of _____

Sworn to and Subscribed to Before Me This

_____ Day of _____, 20_____

NOTARY

SEAL

My Commission Expires: _____

Notary Public



APPLICATION CHECKLIST GENERAL NPDES PERMIT FOR STORMWATER DISCHARGES ASSOCIATED WITH CONSTRUCTION ACTIVITIES

Please check the following list to make sure that you have included all the required information. Place a check mark in the column provided for all items completed and/or provided. Failure to provide all of the requested information will delay the processing of the application and may result in the application being placed ON HOLD with NO ACTION, or being considered withdrawn and the application file closed.

THIS CHECKLIST MUST BE COMPLETED AND ENCLOSED WITH YOUR GENERAL PERMIT APPLICATION FORM

✓CHECKLIST FOR <u>NEW</u> GENERAL NPDES PERMIT APPLICATION				Applicant Check ✓ If Included	Official Use Only
1.	Fully completed, properly signed and notarized Notice of Intent Form (1 original and 2 copies).			<input type="checkbox"/>	<input type="checkbox"/>
2.	Complete Erosion and Sediment Control Plans. (3 copies) Location: Drawings (D), Narrative (N).			<input type="checkbox"/>	<input type="checkbox"/>
	a. Written Narrative (<i>Must be labeled "E&S Plan" or "Erosion & Sediment Control Plan", be complete & legible, and be the final plan for construction</i>) Written Narrative Includes the following:	Location <u>N</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	i. 8.5" X 11" USGS map with outline of project area	Location <u>N</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	ii. Soils information (including hydric soils) Types, depth, slope and locations of soils	Location <u>N</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	iii. Physical characteristics and limitations of soils	Location <u>N</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	iv. Supporting calculations to show anticipated peak flows for the design storms	Location <u>N</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	v. Analysis of the impact that runoff from the project site will have on existing downstream watercourses resistance to erosion	Location <u>N</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	vi. Provide supporting calculations, standard worksheet, and narrative description of the location for all proposed E&S Control BMPs used before, during and after earth disturbance including but not limited to the following:				
	A. Channels	Location <u>N</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	B. Sediment Basins	Location <u>N</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	C. Sediment Traps	Location <u>N</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	D. Filter Fabric Fencing	Location <u>N</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	E. Outlet Protection	Location <u>N</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	G. Other BMPs (Specify) _____	Location <u>N</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>

Checklist

				Applicant Check <input type="checkbox"/> If Included	Official Use Only
	H. Other BMPs (Specify)	Location <u>N</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
b.	Plan Drawings (<i>Must be labeled "E&S Plan" or "Erosion & Sediment Control Plan", be complete & legible, and be the final plan for construction</i>) Drawings include the following:	Location <u>D</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	i. Legend for any symbols that may be used on the drawing	Location <u>D</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	ii. Topographic Features including existing contours, improvements, streams, wetlands, watercourses, etc. and sufficient surrounding area	Location <u>D</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	iii. Soil types and locations	Location <u>D</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	iv. Construction techniques or special considerations to address soil limitations	Location <u>D</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	v. Limits of project area, NPDES boundary	Location <u>D</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	vi. Limits of earth disturbance	Location <u>D</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	vii. Proposed alteration including proposed contours and proposed improvements	Location <u>D</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	viii. Maximum during construction drainage areas to hydraulic BMPs	Location <u>D</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	ix. Location of water which may receive runoff and receiving water classification pursuant to Chapter 93 and the "statewide existing use listing"	Location <u>D</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	x. Standard Construction Details for all proposed E&S Control BMPs used before, during and after earth disturbance	Location <u>D</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	xi. Location of BMPs showing final contours are identified	Location <u>D</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	xii. Complete and site specific sequence of BMP installation and removal including activities planned to limit exposed areas	Location <u>D</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	xiii. Procedures or Note requiring the proper recycling or disposal of waste materials associated with the project site	Location <u>D</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	xiv. Maintenance Program including inspection schedule, sediment cleanout levels, repair parameters and time frames, and directions for sediment removal	Location <u>D</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	xv. Note explaining responsibilities for fill materials including definition of environmental due diligence and clean fill	Location <u>D</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>

Checklist

			Applicant Check <input checked="" type="checkbox"/> If Included	Official Use Only	
3.	Permit filing fee of \$500 payable to the appropriate Clean Water Fund.		<input type="checkbox"/>	<input type="checkbox"/>	
4.	Notifications to the local municipality and county governments that specify Acts 67 and 68 Coordination, and that the application is for a general NPDES stormwater permit authorizing the discharge of stormwater during construction activities. A "sample" notification letter is provided in Appendices B and C.		<input type="checkbox"/>	<input type="checkbox"/>	
5.	Proof of receipt of municipal notifications; copies of certified mail receipts or acknowledgment letters from the local municipality and county government. (3 copies)		<input type="checkbox"/>	<input type="checkbox"/>	
6.	The PNDI Review receipt for the project area. Include impact clearance letters if proof of agency coordination is required. (3 copies)		<input type="checkbox"/>	<input type="checkbox"/>	
7.	Complete Post Construction Stormwater Management Plan. (3 copies) Location: Drawings (D), Narrative (N).		<input type="checkbox"/>	<input type="checkbox"/>	
	a. Written Narrative (<i>Must be separate from E&S Plan and labeled "PCSM" or Post-Construction Stormwater Management"</i> and be the final plan for construction) Written Narrative Includes the following:	Location <u>N</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	i. Site Description & Analysis	Location <u>N</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	ii. Soil types and descriptions (including hydric soils)	Location <u>N</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	iii. Pre-development and post-development drainage area runoff calculations for each drainage area	Location <u>N</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	iv. Routing Analysis to demonstrate peak control for the 1-year through 100-year storm events (<i>Routing should consider the benefits of BMPs</i>)	Location <u>N</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	v. Calculations for permanent stormwater BMPs (<i>including volume of water treated through BMPs</i>)	Location <u>N</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	vi. Curve Numbers and/or land use coefficients	Location <u>N</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	vii. Infiltration/Geotechnical report and soil infiltration test pit results	Location <u>N</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>

Checklist

				Applicant Check <input checked="" type="checkbox"/> If Included	Official Use Only
	b. Additional Worksheets Note: Required Worksheets 1 through 5 are attached after Appendix B. Complete the following worksheets as applicable.				
	i. Worksheet 6 – Small Site/Small Impervious Area Exception for peak rate Mitigation Calculations <i>(If worksheet 6 is not applicable, rate control is required)</i>	Location <u>N</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	ii. Worksheet 10 – Water Quality Compliance for Nitrate <i>(Required if using CG 1)</i>	Location <u>N</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	iii. Worksheet 11 – BMPs for Pollution Prevention <i>(Required if not using CG1 or if applicant is not meeting Nitrate requirements)</i>	Location <u>N</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	iv. Worksheet 12 – Water Quality Analysis of Pollutant Loading from all Disturbed Areas <i>(Required if not using CG1 or if applicant is not meeting Nitrate requirements)</i>	Location <u>N</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	v. Worksheet 13 – Pollutant Reduction Through BMP Applications <i>(Required if not using CG 1 or if applicant is not meeting Nitrate requirements)</i>	Location <u>N</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	c. Plans/Drawings <i>(Must be a stand alone separate plan from the E&S Plan and labeled "PCSM" or Post-Construction Stormwater Management"</i> and be the final plan for construction)	Location <u>D</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	i. Construction Details for permanent stormwater BMPs including permanent stabilization	Location <u>D</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	ii. Location of BMPs showing final contours are identified	Location <u>D</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	iii. Location of soil types are identified (including hydric soils)	Location <u>D</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	iv. Location and depths of test pits / infiltration testing sites are identified	Location <u>D</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	d. Ownership, Operations, and Maintenance Procedures <i>(Must be included on drawings)</i>	Location <u>D</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	i. Applicant or entity (association, company, agency, etc.) listed as responsible party	Location <u>D</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>

Checklist

8.	Consistency letter from Municipal or County Engineer (where applicable)		<input type="checkbox"/>	<input type="checkbox"/>
9.	Appendix A Land Use Questions		<input type="checkbox"/>	<input type="checkbox"/>
10.	Complete Required Worksheets 1 – 5 (see worksheets at the end of the NPDES Individual Permit Application Checklist)		<input type="checkbox"/>	<input type="checkbox"/>
11.	Checklist for Subsequent Phases (of permitted projects)			
	a	Estimated time frame for phased project build-out (update as necessary)	<input type="checkbox"/>	<input type="checkbox"/>
	b	Complete E & S Plans for specific phase (3 copies)	<input type="checkbox"/>	<input type="checkbox"/>
	c	New Section C and complete PCSM Plan for specific phase (3 copies)	<input type="checkbox"/>	<input type="checkbox"/>
	d	Consistency letter from municipal or county engineer (where applicable)	<input type="checkbox"/>	<input type="checkbox"/>
	CHECKLIST FOR GENERAL NPDES PERMIT <u>RENEWALS</u> ONLY		Applicant Check <input type="checkbox"/> If Included	Official Use Only
1.	Administratively complete, signed, and notarized Notice of Intent Form, including items 1-7. (1 signed original and 2 copies of the NOI/application)		<input type="checkbox"/>	<input type="checkbox"/>

APPLICATION CHECKLIST
NPDES INDIVIDUAL PERMIT FOR DISCHARGES OF STORMWATER
ASSOCIATED WITH CONSTRUCTION ACTIVITIES

Please check the following list to make sure that you have included all the required information. Place a check mark in the column provided for all items completed and/or provided. Failure to provide all of the requested information will delay the processing of the application and may result in the application being placed ON HOLD with NO ACTION, or being considered withdrawn and the application file closed.

THIS CHECKLIST MUST BE COMPLETED AND ENCLOSED WITH YOUR INDIVIDUAL PERMIT APPLICATION FORM

CHECKLIST FOR <u>NEW</u> INDIVIDUAL NPDES STORMWATER PERMIT APPLICATION				Applicant Check <input type="checkbox"/> If Included	Official Use Only
1.	Fully completed, properly signed and notarized Individual Permit Application (1 original and 2 copies).			<input type="checkbox"/>	<input type="checkbox"/>
2.	Fully completed General Information Form (GIF) (1 original and 2 copies)			<input type="checkbox"/>	<input type="checkbox"/>
3.	Complete Erosion and Sediment Control Plan (3 copies) Location: Drawings (D), Narrative (N).			<input type="checkbox"/>	<input type="checkbox"/>
	a. Written Narrative (<i>Must be labeled "E&S Plan" or "Erosion & Sediment Control Plan", be complete & legible, and be the final plan for construction</i>) Written Narrative Includes the following:	Location <u>N</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	i. 8.5" X 11" USGS map with outline of project area	Location <u>N</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	ii. Soils information (including hydric soils) Types, depth, slope and locations of soils	Location <u>N</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	iii. Physical characteristics and limitations of soils	Location <u>N</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	iv. Supporting calculations to show anticipated peak flows for the design storms	Location <u>N</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	v. Analysis of the impact that runoff from the project site will have on existing downstream watercourses resistance to erosion	Location <u>N</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	vi. Provide supporting calculations, standard worksheets, and description of the location for all proposed E&S Control BMPs used before, during and after earth disturbance including but not limited to the following:				
	A. Channels	Location <u>N</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	B. Sediment Basins	Location <u>N</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	C. Sediment Traps	Location <u>N</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	D. Filter Fabric Fencing	Location <u>N</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	E. Outlet Protection	Location <u>N</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	G. Other BMPs (Specify) _____	Location <u>N</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	H. Other BMPs (Specify) _____	Location <u>N</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>

				Applicant Check <input type="checkbox"/> If Included	Official Use Only
	b. Plan Drawings (<i>Must be labeled "E&S Plan" or "Erosion & Sediment Control Plan", be complete & legible, and be the final plan for construction</i>) Drawings include the following:	Location <u>D</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	i. Legend for any symbols that may be used on the drawing	Location <u>D</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	ii. Topographic Features including existing contours, improvements, streams, wetlands, watercourses, etc. and sufficient surrounding area	Location <u>D</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	iii. Soil types and locations	Location <u>D</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	iv. Construction techniques or special considerations to address soil limitations	Location <u>D</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	v. Limits of project area, NPDES boundary	Location <u>D</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	vi. Limits of earth disturbance	Location <u>D</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	vii. Proposed alteration including proposed contours and proposed improvements	Location <u>D</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	viii. Maximum during construction drainage areas to hydraulic BMPs	Location <u>D</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	ix. Location of water which may receive runoff and receiving water classification pursuant to Chapter 93 and the "statewide existing use listing"	Location <u>D</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	x. Standard Construction Details for all proposed E&S Control BMPs used before, during and after earth disturbance	Location <u>D</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	xi. Location of BMPs showing final contours are identified	Location <u>D</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	xii. Complete and site specific sequence of BMP installation and removal including activities planned to limit exposed areas	Location <u>D</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	xiii. Procedures or Note requiring the proper recycling or disposal of waste materials associated with the project site	Location <u>D</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	xiv. Maintenance Program including inspection schedule, sediment cleanout levels, repair parameters and time frames, and directions for sediment removal	Location <u>D</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	xv. Note explaining responsibilities for fill materials including definition of environmental due diligence and clean fill	Location <u>D</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
4.	Permit filing fee of \$500 payable to the appropriate Clean Water Fund.			<input type="checkbox"/>	<input type="checkbox"/>
5.	Notifications to the local municipality and county governments that specify Acts 67 and 68 Coordination, and that the application is for an individual NPDES stormwater permit authorizing the discharge of stormwater during construction activities. A "sample" notification letter is provided in Appendices B and C.			<input type="checkbox"/>	<input type="checkbox"/>

				Applicant Check <input type="checkbox"/> If Included	Official Use Only
6.	Proof of receipt of municipal notifications; copies of certified mail receipts or acknowledgment letters from the local municipality and county government. (3 copies)			<input type="checkbox"/>	<input type="checkbox"/>
7.	Copy of Cultural Resource Notice including PHMC reply or certified mail receipt (for projects disturbing ten acres or more). (3 copies)			<input type="checkbox"/>	<input type="checkbox"/>
8.	The PNDI Review receipt for the project area. Include impact clearance letters if proof of agency coordination is required. (3 copies)			<input type="checkbox"/>	<input type="checkbox"/>
9.	Complete Post Construction Stormwater Management Plan. (3 copies) Location: Drawings (D), Narrative (N).			<input type="checkbox"/>	<input type="checkbox"/>
a.	Written Narrative (<i>Must be a stand alone, separate plan from the E&S Plan and labeled "PCSM" or Post-Construction Stormwater Management"</i>) and be the final plan for construction) Written Narrative Includes the following:	Location <u>N</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
i.	Site Description & Analysis	Location <u>N</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
ii.	Soil types and descriptions (including hydric soils)	Location <u>N</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
iii.	Pre-development and post-development drainage area runoff calculations for each drainage area	Location <u>N</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
iv.	Routing Analysis to demonstrate peak control for the 1-year through 100-year storm events (<i>Routing should consider the benefits of BMPs</i>)	Location <u>N</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
v.	Calculations for permanent stormwater BMPs (<i>including volume of water treated through BMPs</i>)	Location <u>N</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
vi.	Curve Numbers and/or land use coefficients	Location <u>N</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
vii.	Infiltration/Geotechnical report and soil infiltration test pit results	Location <u>N</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
b.	Additional Worksheets Note: Required Worksheets 1 through 5 are attached after Appendix B. Complete and attach the following worksheets where applicable	Location <u>N</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
i.	Worksheet 6 – Small Site/Small Impervious Area Exception for peak rate Mitigation Calculations (If worksheet 6 is not applicable, rate control is required)	Location <u>N</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
ii.	Worksheet 10 – Water Quality Compliance for Nitrate (Required if using CG 1)	Location <u>N</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
iii.	Worksheet 11 – BMPs for Pollution Prevention (Required if not using CG1 or if applicant is not meeting Nitrate requirements)	Location <u>N</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>

				Applicant Check <input type="checkbox"/> If Included	Official Use Only
	iv. Worksheet 12 – Water Quality Analysis of Pollutant Loading from all Disturbed Areas <i>(Required if not using CG1 or if applicant is not meeting Nitrate requirements)</i>	Location <u>N</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	v. Worksheet 13 – Pollutant Reduction Through BMP Applications <i>(Required if not using CG 1 or if applicant is not meeting Nitrate requirements)</i>	Location <u>N</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	c. Plans/Drawings <i>(Must be separate from E&S Plan and labeled “PCSM” or Post-Construction Stormwater Management” and be the final plan for construction)</i>	Location <u>D</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	i. Standard Details for permanent stormwater BMPs including permanent stabilization	Location <u>D</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	ii. Location of BMPs showing final contours are identified	Location <u>D</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	iii. Location of soil types are identified (including hydric soils)	Location <u>D</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	iv. Location and depths of test pits/infiltration testing sites are identified	Location <u>D</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	d. Ownership, Operations, and Maintenance Procedures <i>(Must be included on drawings)</i>	Location <u>D</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
	i. Applicant or entity (association, company, agency, etc.) listed as responsible party	Location <u>D</u>	Page _____	<input type="checkbox"/>	<input type="checkbox"/>
10.	Consistency letter from Municipal or County Engineer (where applicable)			<input type="checkbox"/>	<input type="checkbox"/>
11	Appendix A Land Use Questions			<input type="checkbox"/>	<input type="checkbox"/>
12	Completed Required Worksheets 1 – 5 (see worksheets at the end of this checklist)			<input type="checkbox"/>	<input type="checkbox"/>
13	Checklist for Subsequent Phases (of permitted projects)				
	a Estimated time frame for phased project build-out (update as necessary)			<input type="checkbox"/>	<input type="checkbox"/>
	b Complete E & S Plans for specific phase (3 copies)			<input type="checkbox"/>	<input type="checkbox"/>
	c New Section C and complete PCSM Plan for specific phase (3 copies)			<input type="checkbox"/>	<input type="checkbox"/>
	d Consistency letter from municipal or county engineer (were applicable)			<input type="checkbox"/>	<input type="checkbox"/>
	CHECKLIST FOR INDIVIDUAL NPDES PERMIT RENEWALS ONLY			Applicant Check <input type="checkbox"/> If Included	Official Use Only
1.	Resubmit items 1 through 6, 9 and 10. Note: Only one copy of the Erosion and Sediment Control Plan and Post Construction Stormwater Management Plan is required.			<input type="checkbox"/>	<input type="checkbox"/>

APPENDIX A

Land Use Information Questions

Responses to the following questions are required to determine applicability of DEP's Land Use Policy for Permitting of Infrastructure and Facilities.

Note: Applicants are encouraged to submit copies of local zoning approvals with their authorization application.

LAND USE INFORMATION		
1.	Is there an adopted county or multi-county comprehensive plan?	Yes <input type="checkbox"/> No <input type="checkbox"/>
2.	Is there an adopted municipal or multi-municipal comprehensive plan?	Yes <input type="checkbox"/> No <input type="checkbox"/>
3.	Is there an adopted county-wide zoning ordinance, municipal zoning ordinance or joint municipal zoning ordinance?	Yes <input type="checkbox"/> No <input type="checkbox"/>
<p><i>If the applicant answers NO to either Question 1, 2, or 3, the provisions of the PA MPC are not applicable and the applicant does not need to respond to questions 4 and 5 below.</i></p> <p><i>If the applicant answers YES to questions 1, 2 and 3, the applicant should respond to questions 4 and 5 below.</i></p>		
4.	Does the proposed project meet the provisions of the zoning ordinance or does the proposed project have zoning approval? <i>If zoning approval has been received, attach documentation.</i>	Yes <input type="checkbox"/> No <input type="checkbox"/>
5.	Have you attached Municipal and County Land Use Letters for the project?	Yes <input type="checkbox"/> No <input type="checkbox"/>

**APPENDIX B
SAMPLE COUNTY LAND USE LETTER***

**(This sample letter and form is provided for the convenience of the applicant and the County. It does not prohibit the applicant from using a different template nor does it prohibit the County from submitting a different form of response.)*

Date:

Dear County Planning Director:

Acts 67, 68 and 127, which amended the Municipalities Planning Code, direct state agencies to consider comprehensive plans and zoning ordinances when reviewing applications for permitting of facilities and infrastructure, and specify that state agencies may rely upon comprehensive plans and zoning ordinances under certain conditions as described in Sections 619.2 and 1105 of the Municipalities Planning Code. The Pennsylvania Department of Environmental Protection’s Policy for Consideration of Local Comprehensive Plans and Zoning Ordinances in DEP Review of Permits for Facilities and Infrastructure (DEP’s Land Use Policy) provides direction and guidance to DEP staff, permit applicants, and local and county governments for the implementation of Acts 67, 68 and 127 of 2000. This policy can be found at www.depweb.state.pa.us; keyword: Land Use.

In accordance with DEP’s Land Use Policy, enclosed please find a County Land Use Letter that is to be submitted with our permit application to DEP. Please complete the attached form and return within 30 days to:

Name of Applicant: _____

Address of Applicant: _____

Project Location: _____

Project Description: _____

Please do not send this form to DEP, as we must include the County Land Use Letter with our permit application. If we do not receive a response from you **within 30 days**, we shall proceed to submit our permit application to DEP without the County Land Use Letter. If the County Land Use Letter is not submitted with our permit application, and we provide proof to DEP that we attempted to obtain it, DEP will assume there are no substantive land use conflicts and proceed with the normal application review process.

If you have any questions, please do not hesitate to contact me at (phone number and/or email).

Sincerely,

Attachment – Sample County Land Use Letter

cc: /county commissioners

**APPENDIX B
SAMPLE COUNTY LAND USE LETTER**

Date: _____

To: _____ (Name of Applicant)

From: _____ County Planning Agency/Commission

Re: _____ (Name of DEP Permittee)

The County of _____ states that it:

_____ has adopted a county or multi-county comprehensive plan.
If yes, please provide date of adoption:

_____ has not adopted a county or multi-county comprehensive plan.

If applicable:

The above referenced project:

___ is consistent with the adopted county or multi-county comprehensive plan.

___ is not consistent with the adopted county or multi-county comprehensive plan.

Additional Comments (attach additional sheets if necessary):

Submitted By:

Name	
Title	
Contact Information (Address & Phone)	
Signature	
Date	

**APPENDIX C
SAMPLE MUNICIPAL LAND USE LETTER***

**(This sample letter and form is provided for the convenience of the applicant and the Municipality. It does not prohibit the applicant from using a different template nor does it prohibit the Municipality from submitting a different form of response.)*

Date: _____

Dear Municipal Secretary:

Acts 67, 68 and 127, which amended the Municipalities Planning Code, direct state agencies to consider comprehensive plans and zoning ordinances when reviewing applications for permitting of facilities and infrastructure, and specify that state agencies may rely upon comprehensive plans and zoning ordinances under certain conditions as described in Sections 619.2 and 1105 of the Municipalities Planning Code. The Pennsylvania Department of Environmental Protection’s Policy for Consideration of Local Comprehensive Plans and Zoning Ordinances in DEP Review of Permits for Facilities and Infrastructure (DEP’s Land Use Policy) provides direction and guidance to DEP staff, permit applicants, and local and county governments for the implementation of Acts 67, 68 and 127 of 2000. This policy can be found at www.depweb.state.pa.us; keyword: Land Use.

In accordance with DEP’s Land Use Policy, enclosed please find a Municipal Land Use Letter that is to be submitted with our permit application to DEP. Please complete the attached form and return within 30 days to:

Name of Applicant: _____

Address of Applicant: _____

Project Location: _____

Project Description: _____

Please do not send this form to DEP, as we must include the Municipal Land Use Letter with our permit application. If we do not receive a response from you **within 30 days**, we shall proceed to submit our permit application to DEP without the Municipal Land Use Letter. If the Municipal Land Use Letter is not submitted with our permit application, and we provide proof to DEP that we attempted to obtain it, DEP will assume there are no substantive land use conflicts and proceed with the normal application review process.

If you have any questions, please do not hesitate to contact me at (phone number and/or email).

Sincerely,

Attachment – Sample County Land Use Letter

cc: /township supervisor chair

**APPENDIX C
SAMPLE MUNICIPAL LAND USE LETTER**

Date: _____

To: _____ (Name of Applicant)

From: _____ Township/Borough/City

Re: _____ (Name of DEP Permittee)

The municipality of _____ states that it:
_____ has adopted a municipal or multi-municipal comprehensive plan.
If yes, please provide date of adoption:

_____ has not adopted a municipal or multi-municipal comprehensive plan.

The municipality of _____ states that it:
_____ has adopted a county zoning ordinance, or a municipal or joint-municipal zoning ordinance.
_____ has not adopted a county zoning ordinance, or a municipal or joint-municipal zoning ordinance.

If applicable:

The municipality of _____ states that its zoning ordinance is generally consistent with its municipal comprehensive plan and the county comprehensive plan.

The above referenced proposed project
_____ meet the provisions of the local zoning ordinance

If zoning approval is required for the project to proceed, the above referenced project:
_____ has received zoning approval.
_____ has not received zoning approval.

If the proposed project has not received zoning approval:

What is the status of the zoning request for the proposed project? (e.g., Special Exception Approval from the Zoning Hearing Board required, Conditional Use approval from the Governing Body required)

Is there a legal challenge by the applicant with regard to zoning for the proposed project?

Name and Contact Information for Municipal Zoning Officer:

Additional Comments (attach additional sheets if necessary):

Submitted By:

Name	
Title	
Contact Information (Address & Phone)	
Signature	
Date	

Worksheet 1. General Site Information

INSTRUCTIONS: Fill out Worksheet 1 for each watershed

Date:

Project Name:

Municipality:

County:

Total Area (acres):

Major River Basin:

<http://www.dep.state.pa.us/river/Maps/PAbasins.htm>

Watershed:

Sub-Basin:

Nearest Surface Water(s) to Receive Runoff:

Chapter 93 – Designated Water Use:

<http://www.pacode.com/secure/data/025/chapter93/chap93toc.html>

Impaired according to Chapter 303(d) List?

Yes No

<http://www.depweb.state.pa.us/watersupply/cwp/view.asp?a=1261&q=480056>

List Causes of Impairment:

Is there an established TMDL that applies:

Yes No

Total Maximum Daily Loads (TMDLS)

http://www.dep.state.pa.us/watermanagement_apps/tmdl/.

http://www.epa.gov/reg3wapd/tmdl/pa_tmdl/index.htm

Is project subject to, or part of:

Municipal Separate Storm Sewer System (MS4) Requirements?

Yes No

<http://www.depweb.state.pa.us/watershedmgmt/cwp/view.asp?a=1437&q=519543&watershedmgmtNav=|>

Existing or planned drinking water supply?

Yes No

If yes, distance from proposed discharge (miles):

Approved Act 167 Plan?

Yes No

<http://www.depweb.state.pa.us/watershedmgmt/cwp/view.asp?a=1437&q=519879>

Existing River Conservation Plan?

Yes No

<http://www.dcnr.state.pa.us/brc/rivers/riversconservation/registry/>

Worksheet 2. Sensitive Natural Resources

INSTRUCTIONS

1. Provide Sensitive Resources Map according to non-structural BMP 5.4.1 in Chapter 5. This map should identify wetlands, woodlands, natural drainage ways, steep slopes, and other sensitive natural areas.

2. Summarize the existing extent of each sensitive resource in the Existing Sensitive Resources Table (below, using Acres). If none present, insert 0.

3. Summarize Total Protected Area as defined under BMPs in Chapter 5.

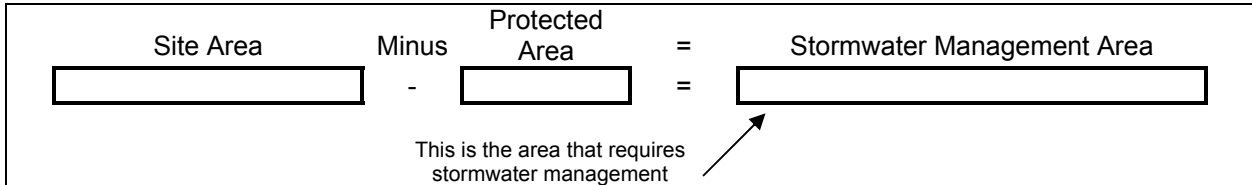
4. Do not count any area twice. For example, an area that is both a floodplain and a wetland may only be considered once.

EXISTING NATURAL SENSITIVE RESOURCE	MAPPED? Yes/no/n/a	TOTAL AREA (Ac.)	PROTECTED AREA (Ac.)
Waterbodies			
Floodplains			
Riparian Areas			
Wetlands			
Woodlands			
Natural Drainage Ways			
Steep Slopes, 15% - 25%			
Steep Slopes, over 25%			
Other:			
Other:			
TOTAL EXISTING:			

Worksheet 3. Nonstructural BMP Credits

PROTECTED AREA

- 1.1 Area of Protected Sensitive/Special Value Features (see WS 2) _____ Ac.
- 1.2 Area of Riparian Forest Buffer Protection _____ Ac.
- 3.1 Area of Minimum Disturbance/Reduced Grading _____ Ac
- TOTAL** _____ Ac



VOLUME CREDITS

3.1 Minimum Soil Compaction (See Chapter 8, page 22 – SW BMP Manual)

- Lawn _____ ft² x 1/4" x 1/12 = _____ ft³
- _____
- Meadow _____ ft² x 1/3" x 1/12 = _____ ft³

3.3 Protect Existing Trees (See Chapter 8, page 23 – SW BMP Manual)

For Trees within 100 feet of impervious area:

- Tree Canopy _____ ft² x 1/2" x 1/12 = _____ ft³
- _____

5.1 Disconnect Roof Leaders to Vegetated Areas (See Chapter 8 page 25 – SW BMP Manual)

For runoff directed to areas protected under 5.8.1 and 5.8.2

- Roof Area _____ ft² x 1/3" x 1/12 = _____ ft³

For all other disconnected roof areas

- Roof Area _____ ft² x 1/4" x 1/12 = _____ ft³

5.2 Disconnect Non-Roof impervious to Vegetated Areas (See Chapter 8, page 26 – SW BMP Manual)

For Runoff directed to areas protected under 5.8.1 and 5.8.2

- Impervious Area _____ ft² x 1/3" x 1/12 = _____ ft³

For all other disconnected roof areas

- Impervious Area _____ ft² x 1/4" x 1/12 = _____ ft³

TOTAL NON-STRUCTURAL VOLUME CREDIT* [] ft

**For use on Worksheet 5*

Worksheet 4. Change in Runoff Volume for 2-YR Storm Event

PROJECT: _____
Drainage Area: _____
2-Year Rainfall: _____ in

Total Site Area: _____ acres
Protected Site Area: _____ acres
Managed Area: _____ acres

Existing Conditions:

Cover Type/Condition	Soil Type	Area (sf)	Area (ac)	CN	S	la (0.2*S)	Q Runoff ¹ (in)	Runoff Volume ² (ft ³)
Woodland								
Meadow								
Impervious								
TOTAL:								

Developed Conditions

Cover Type/Condition	Soil Type	Area (sf)	Area (ac)	CN	S	la (0.2*S)	Q Runoff ¹ (in)	Runoff Volume ² (ft ³)
TOTAL:								

2-Year Volume Increase (ft3): _____

2-Year Volume Increase = Developed Conditions Runoff Volume – Existing Conditions Runoff Volume

- Runoff (in) = $Q = (P-0.2S)^2 / (P+0.8S)$ where
 P = 2-Year Rainfall (in)
 S = $(1000/ CN)-10$
- Runoff Volume (CF) = $Q \times Area \times 1/12$
 Q = Runoff (in)
 Area = Land use area (sq. ft)

Note: Runoff Volume must be calculated for EACH land use type/condition and HSGI. The use of a weighted CN value for volume calculations is not acceptable.

Worksheet 5. Structural BMP Volume Credits

PROJECT: _____
SUB-BASIN: _____

Required Control Volume (ft³) – from Worksheet 4: _____

Non-structural Volume Credit (ft³) – from Worksheet 3: - _____
 (maximum is 25% of required volume)

Structural Volume Reqmt (ft³) _____

(Required Control Volume minus Non-structural Credit)

Proposed BMP		Area (ft ²)	Volume Reduction Permanently Removed (ft ³)
6.4.1	Porous Pavement		
6.4.2	Infiltration Basin		
6.4.3	Infiltration Bed		
6.4.4	Infiltration Trench		
6.4.5	Rain Garden/Bioretenion		
6.4.6	Dry Well / Seepage Pit		
6.4.7	Constructed Filter		
6.4.8	Vegetated Swale		
6.4.9	Vegetated Filter Strip		
6.4.10	Berm		
6.5.1	Vegetated Roof		
6.5.2	Capture and Re-use		
6.6.1	Constructed Wetlands		
6.6.2	Wet Pond / Retention Basin		
6.7.1	Riparian Buffer Restoration		
6.7.2	Landscape Restoration / Reforestation		
6.7.3	Soil Amendment		
6.8.1	Level Spreader		
6.8.2	Special Storage Areas		
Other			

Total Structural Volume (ft³): _____
Structural Volume Requirement (ft³): _____
DIFFERENCE _____