

**APPENDIX A
SMALL PROJECT APPLICATION**

File Number _____

Date Received _____

Submitted Fees \$ _____

Approval of Application Date _____

Project Street Address: _____

Project Name: _____

Project Description: _____

Owner's Name and Address: _____

Phone# / Fax# / Email: _____

Please list the date of any previous Small Project Applications for the subject property:

Proposed Activity:

Removal of ground cover, grading, filling or excavation of an area less than 5,000 square feet

Total area of land disturbance: _____ sq. ft.

Type of Regulated Activity (check all that apply):

- Removal of ground cover
- Grading
- Filling
- Excavation
- Other earth disturbance activity (please describe)

Addition of Impervious Surface (1,000 SF to 5,000 SF)

Type of new impervious surface: driveway, shed, garage, deck, walkway,

other (describe) _____

Total new impervious surface proposed for construction: _____ sq. ft.

Are you removing existing impervious as part of this project?

No

Yes – Total area of existing Impervious to be removed _____ sq. ft.

Net impervious surface proposed for construction: _____ sq. ft.

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Check all items below that will be impacted by the project:

- | | |
|---|--|
| <input type="checkbox"/> Floodplain | <input type="checkbox"/> Wetlands |
| <input type="checkbox"/> Steep Slopes (15% or greater) | <input type="checkbox"/> Sinkholes |
| <input type="checkbox"/> Mature trees | <input type="checkbox"/> Known Shallow Bedrock |
| <input type="checkbox"/> Water wells | <input type="checkbox"/> Easements |
| <input type="checkbox"/> Septic drain fields | <input type="checkbox"/> Alternate septic drain fields |
| <input type="checkbox"/> Creeks, streams, wetlands, or ponds | |
| <input type="checkbox"/> Existing stormwater management facility (basin, swale, etc.) | |
| <input type="checkbox"/> Existing stormwater problem areas | |

Total runoff volume to be permanently removed/managed on site from attached calculation worksheet: _____ gallons or _____ cubic feet

Proposed Stormwater Management Controls (Best Management Practice):

- Rain Garden
- Infiltration Trench
- Cistern
- Rain Barrel
- Other (describe) _____

Sketch

Provide a sketch of the proposed additional impervious area or land disturbance. Include the following on the sketch:

- Property boundary
- Location and approximate footprint of existing structures (buildings, patios, driveways, etc.)
- Approximate location of any of the following features which will be impacted by the project:
Mature trees, Sinkholes, Water wells, Septic drain fields,
Alternate septic drain fields, Creeks, streams, wetlands, ponds,
Existing stormwater management facilities (basins, swales, etc.)
- Location and approximate footprint of proposed impervious area or land disturbance.
- Approximate footprint and location of all structures on adjacent properties if located within fifty feet (50') of the proposed impervious area or land disturbance
- Location and description of proposed stormwater management facilities (e.g. rain gardens, swales, rain barrels, etc.)
- Direction of proposed stormwater discharge (e.g. with arrows)
- Scale and north arrow

Person/Firm to be completing work: _____

Phone# / Fax# / Email: _____

Name of Person Submitting this Application: _____

Signature: _____

Date: _____

Small Project Application Calculation Worksheet

The applicant may use the following to calculate the amount of runoff which must be managed in accordance with Section 302.B of this Ordinance.

Project Name: _____

Owner Name: _____

Proposed Additional Impervious Area: _____ square feet

Impervious Area Calculations

Calculate the amount of runoff to be permanently removed (managed on site through reuse, evaporation, transpiration or infiltration):

Additional impervious area ÷ 12 = Permanently Removed Runoff Volume (PRV)

_____ square feet of additional impervious ÷ 12 = _____ cubic feet PRV

_____ cubic feet x 7.48 gallons per cubic foot = _____ gallons PRV

EXAMPLE

Small Project Application Calculation Worksheet

Landowner Name: Jane Doe (20 x 45' garage)

Owner Name: Jane Doe

Proposed Additional Impervious Area: 900 square feet

Impervious Area Calculations

Calculate the amount of runoff to be permanently removed (managed on site through reuse, evaporation, transpiration or infiltration) using the following formula:

Additional impervious area ÷ 12 = Permanently Removed Runoff Volume (PRV)

900 square feet of additional impervious ÷ 12 = 75 cubic feet PRV
75 cubic feet x 7.48 gallons per cubic feet = 561 gallons PRV

