



City of Roxboro Stormwater Permit Application

FOR OFFICE USE ONLY	
Review Fee:	_____
Permit No.:	_____
Date Issued:	_____
Date Paid:	_____
Check No.:	_____
Rec'd By:	_____

City of Roxboro
Telephone: (336)599-5658
Fax: (336)503-0588

PO Box 128
Roxboro, NC 27573

Section A. SUMMARY INFORMATION

DEVELOPMENT NAME: _____

LOCATION: _____

PARCEL ID NO.: _____

TOTAL ACRES: _____ TOTAL DWELLING UNITS (if applicable) : _____

TOTAL DU/Acre: _____ % Built Upon Area: _____ TOTAL Built Upon Area: _____

- LOW DENSITY (no more than two dwelling units per acre or twenty-four percent built-upon area):
- HIGH DENSITY (exceeds the low density thresholds for dwelling units per acre or built-upon area)

Section B. APPLICANT INFORMATION

Owner (Owner or Developer)

Owner: _____ Phone No.: _____

Company: _____ Fax No.: _____

Address: _____

_____ Zip: _____

Fax No: _____ Email Address: _____

Consultant (Person to contact regarding questions or revisions to the plan)

Contact Name: _____ Phone No.: _____

Company: _____ Fax No.: _____

Address: _____

_____ Zip: _____

Fax No: _____ Email Address: _____

ALL ITEMS ON THIS APPLICATION MUST BE ADDRESSED PRIOR TO SUBMITTAL.

ALL INCOMPLETE SUBMITTALS WILL BE RETURNED.

Section C. REQUIRED ITEMS CHECKLIST

The following checklists outline submittal requirements. Initial in the space provided to indicate the following submittal requirements have been met and supporting documentation is attached.

General Requirements:

Applicant's initials

- _____ 1. Sheets shall be no larger than 36" x 24" plan and profile paper.
- _____ 2. Minimum text size shall be 1/8".
- _____ 3. Scale on plan view shall be no smaller than 1" = 50'; scale on profile view shall be no smaller than 1" = 50' horizontally and 1" = 5' vertically using a grid showing 1' intervals.
- _____ 4. All drawings to be in North Carolina State Plane coordinate system.
- _____ 5. Cover sheet shall have a vicinity map at a scale no smaller than 1" = 200'.
- _____ 6. Cover Sheet shall include notes that indicate petitioner shall obtain a performance bond for the construction of any Stormwater Control Structures shown on the plans and obtain an operation and maintenance bond for any Stormwater Control Structures prior to the issuance of a Certificate of Occupancy.
- _____ 7. Cover Sheet shall include notes that indicate petitioner shall obtain an as-built certification, stormwater access easement plat for all Stormwater Control Structures shown on the plans prior to the issuance of a Certificate of Occupancy.
- _____ 8. Cover Sheet shall include notes that no construction activities can begin until performance surety, stormwater permit and erosion control permit is obtained.
- _____ 9. Provide a legend indicating existing and proposed lines, features and symbols.
- _____ 10. Cover sheet shall include all general notes, owner's name, telephone number, and mailing address.
- _____ 11. All elevations shall be given in relation to mean sea level; elevations in profile view shall be labeled in 10' intervals on the heavy lines (Ex. 350, 360).
- _____ 12. Benchmark elevations and locations shall be shown on plan view.
- _____ 13. Plan views shall have a north arrow on each drawing.
- _____ 14. Each drawing shall have the following information in the title block: Street or project title, limits, horizontal and vertical scales, original date, revisions date,

drawing number, checked by and drawn by. Recommended placement is lower right-hand corner.

- _____ 15. All drawings sealed, signed and dated by a NC Professional Engineer or Landscape Architect.
- _____ 16. A signed and sealed statement on the plans certifying that the design of all stormwater management facilities and practices will control and treat the runoff from the from the first one inch of rain over the total drainage area, that the designs and plans are sufficient to comply with applicable standards and policies found in the *Stormwater BMP Design Manual*, and that the designs and plans ensure compliance with the City's Falls Lake Watershed and NPDES Phase II Stormwater Ordinance.
- _____ 17. Plan view shall show all actual street names. State road numbers shall be shown if applicable. Plan view should also indicate whether street is asphalt, concrete, gravel or dirt. Proposed street & Right-of-way widths will be dimensioned back-to-back and labeled in plan view.
- _____ 18. Plan view shall show proposed and existing curb and gutter, pavement, storm sewers, drainage structures, driveway pipes, water mains, sanitary sewer mains, etc. All available elevations shall be shown on the profile view. Direction of flow shall be shown on plan view for all sanitary sewers and storm drains. Materials and pipe sizes shall be labeled.
- _____ 19. Existing utility lines shall be shown and labeled on plan view and indicated in the legend.
- _____ 20. Plans shall show final proposed locations and dimensions of all water, storm drain, and sanitary sewer lines, devices to be installed on the system, catch basins, culverts, ditches, including grades, pipes sizes, elevations, assumptions, calculations, invert elevations for all inlets and manholes and profiles of sanitary sewer lines.
- _____ 21. All existing and proposed water, storm drainage and sanitary sewer easements shall be shown on all applicable sheets.
- _____ 22. Number of dwelling units.
- _____ 23. Existing and proposed topographic lines (minimum 2-foot intervals).
- _____ 24. City limits, county lines, and other jurisdiction lines, if any.
- _____ 25. Streams, ponds, wetlands, etc. on the project site and within 50 feet of the property lines.
- _____ 26. Location of floodplain and floodway (if applicable).
- _____ 27. Location of drainage ways and easements.

Site Drainage Features:

- _____ 28. Existing and planned drainage patterns (include off-site areas that drain through project).
- _____ 29. Any existing stormwater control systems.
- _____ 30. Sub-watershed delineation showing drainage areas.
- _____ 31. Show extent and number of disturbed acres.
- _____ 32. Proposed impervious areas.
- _____ 33. Soil information: type, special characteristics.
- _____ 34. Name and classification of receiving water course.

Permanent Stormwater Control Measures:

- _____ 35. Type of BMP (wet pond, rain-garden, etc.).
- _____ 36. Designer's certification.
- _____ 37. Narrative description of proposed stormwater system (where runoff originates (e.g. roofs, roads, parking lots etc.), its conveyance within the project, its treatment, and its conveyance from the project to the receiving water body).
- _____ 38. Profile along the centerline of the principal spillway/outfall pipe extending below the protected outfall or to the downstream structure.
- _____ 39. Elevations of the "water quality" surface, temporary storage water surface, and the 10 and 100 year storms.
- _____ 40. Stage-storage table for each BMP.
- _____ 41. If BMP is to be used to treat construction site runoff, provide steps necessary to restore BMP to original design condition.
- _____ 42. All necessary construction specifications.
- _____ 43. Sequence of construction.
- _____ 44. Individual drainage areas for each stormwater BMP.
- _____ 45. Construction drawings and details for permanent measures.
- _____ 46. Size and location of culverts.
- _____ 47. Size and location of subsurface drainage conveyances.
- _____ 48. Disclosure of party ultimately responsible for operation and maintenance of the stormwater system.

Stormwater Calculations:

- _____ 49. Narrative description of calculations (methods, variables, assumptions, etc.) and results.
- _____ 50. Stormwater BMPs designed in accordance with North Carolina Department of the Environment and Natural Resources-Division of Water Quality's *Manual of Stormwater Best Management Practices*.
- _____ 51. Time of concentration for pre/post development conditions.
- _____ 52. Pre-construction and post-construction runoff calculations for each outlet from the site (at peak discharge points).
- _____ 53. Pre-construction and post-construction design calculations and hydrographs.
- _____ 54. Design calculations of culverts and storm sewers.
- _____ 55. Discharge and velocity calculations for open channel and ditch flows (easement & right-of-ways).
- _____ 56. Design calcs of cross sections and method of stabilization of existing and planned channels (include temporary linings).
- _____ 57. Design calcs and construction details of energy dissipators below culvert and storm sewer outlets (diameters & apron dimensions).
- _____ 58. Amount and type of existing and proposed land use.

Operation and Maintenance Manual (for each BMP):

- _____ 59. Narrative description of the purpose and operation of the BMP.
- _____ 60. Detailed list, description, and procedure of routine maintenance items.
- _____ 61. Detailed list, description, and procedure of non-routine maintenance items.
- _____ 62. Maintenance schedule.
- _____ 63. Steps needed to restore BMP in the event of a failure.
- _____ 64. Maintenance checklist and inspection form.
- _____ 65. BMP construction drawings. Replace with record drawings when BMP is complete.
- _____ 66. Latitude and longitude of each stormwater BMP.

Section D. ATTACHMENTS

- 1 set of plans
- 1 set of calculations
- Operation and Maintenance Manual

Section E. APPLICANT'S CERTIFICATION

Designer Certification:

I hereby certify that the design-related information submitted with this application for permit coverage was prepared under my direction or supervision and that the information is, in the exercise of my reasonable professional judgment, true, accurate and complete. I also hereby certify that the stormwater collection, treatment and control system design submitted with this application complies with all requirements of the City's Falls Lake Watershed and NPDES Phase II Stormwater Ordinance.

Original Signature of Stormwater Designer

Title

Type or Print Name

Owner Certification:

I hereby certify that I have read this application and agree to abide by the terms of any Stormwater Permit issued by the City of Roxboro.

Original Signature of Owner or Authorized Agent

Title

Type or Print Name