

**APPENDIX A**

**SMALL PROJECT APPLICATION**

File Number \_\_\_\_\_ Date Received \_\_\_\_\_

Submitted Fees \$ \_\_\_\_\_ Approval of Application Date \_\_\_\_\_

**Project Street Address:** \_\_\_\_\_

**Project Name:** \_\_\_\_\_

**Owner's Name & 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 (more than 250 SF but less than 2,000 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.

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

- \_\_\_\_\_ Mature trees
- \_\_\_\_\_ Sinkholes
- \_\_\_\_\_ Water wells
- \_\_\_\_\_ Septic drainfields
- \_\_\_\_\_ Alternate septic drainfields
- \_\_\_\_\_ Creeks, streams, wetlands, or ponds
- \_\_\_\_\_ Existing stormwater management facility (basin, swale, etc.)
- \_\_\_\_\_ Easements

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**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 drainfields
  - Alternate septic drainfields
  - 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 feet = \_\_\_\_\_ 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)*

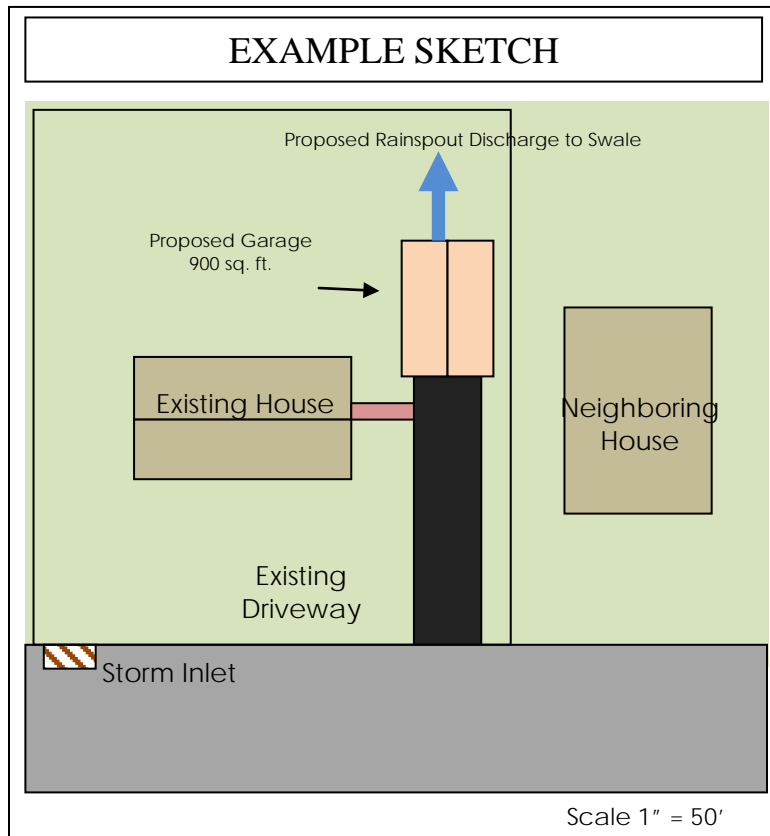
900 square feet of additional impervious ÷ 12 = 75 cubic feet

PRV

75

feet x  
per

—  
—



75 cubic  
7.48 gallons  
cubic feet =  
561  
gallons PRV