

STORMWATER CONTROL PLAN PROJECT INFORMATION FORM

Include this completed form with the Stormwater Control Plan (SCP). For additional information, please review the Stormwater Control Plan Application Instructions.

PART I: PROJECT INFORMATION FORM

SCP Type (please check one): Preliminary SCP Final SCP _____
Date

1: PROJECT & CONTACT INFORMATION

Assessor's Parcel No (APN): _____ / _____
DBI Site or Building Permit No. (if applicable) _____

Project Name _____

Project Address _____

Property Owner's Name _____

Property Owner's Address _____ ZIP _____

Property Owner's Phone No. _____ Property Owner's Email _____

Applicant's Name (if different from above) _____ Applicant's Phone No. _____

Applicant's Email Address _____

2: PROJECT DESCRIPTION

Collection system type: _____

Total area of disturbed ground surface: _____ sq.ft. _____ acres

Total impervious surface area of EXISTING project: _____ sq.ft. _____ acres

Total impervious surface area of PROPOSED project: _____ sq.ft. _____ acres

Indicate with a check mark any of the following site conditions applicable to the project.

- Maher Ordinance areas
- Shallow depth to groundwater table (<4')
- Shallow depth to bedrock (<4')
- Contamination (potential legacy pollutants in soil or groundwater)
- Existing special formations (receiving water, wetland, cliffs, rock outcroppings, etc.)

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3: CHECKLIST

Please check each applicable box before submitting the SCP to confirm that all required documents are included. **Except where noted, all items should be included in both the Preliminary and the Final SCP. If any of the items listed below are omitted from the Preliminary SCP or Final SCP without an adequate explanation, the SCP will not be accepted for review and will be returned as incomplete.**

- PART I: Project Information Form**
- PART II: Technical Report**
 - Section 1: Project Narrative**
 - Section 2: Calculation Summary and Table**
 - Section 3: Stormwater Management Plan**
 - Section 4: Source Control**
 - Section 5: BMP Maintenance Schedule**
 - Section 6: BMP Inspection Checklist**
 - Appendix A: Supporting Documentation** (check only those included)
 - Percolation Test Pit Logs or Soils Test Results *
 - Project Specifications for BMPs (relevant excerpts only) *
 - BMP product sizing spreadsheets and specifications *
 - BMP Product Information (Cut Sheets)
 - Soils Data, Boring Logs, or Soil Type Description (excerpts only)
 - Other: _____
 - Appendix B: Calculation Spreadsheets or Modeling Output**
 - Appendix C: Construction Document Drawings** (check only those included)
 - Cover Sheet
 - Existing Conditions Plan (or Site Survey)
 - Site Plan
 - Materials Plan(s)
 - Grading Plan(s)
 - Drainage Plan(s)
 - Utility Plan(s)
 - Landscape Plan(s)
 - Architectural Plan(s)
 - Plumbing Plan(s) *
 - Detail Sheet(s)
- PART III: Maintenance Agreement** (Signed with Exhibits)**

* As available, provide draft documents for Preliminary SCP to expedite Final SCP approval.

** Not Required for the Preliminary SCP, see Instructions for more information

Omitted Items: Explain briefly why any required items have been omitted from this SCP.

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4: STATEMENT OF CERTIFICATION

For a Preliminary SCP submittal, the Statement of Certification must include the preparer's name and license number or unsigned stamp. For a Final SCP submittal, the Statement of Certification must include the preparer's name and license number with a signed and dated stamp.

I have reviewed the full contents of this Stormwater Control Plan (SCP) including all supporting documents. I have determined that the SCP has been prepared in accordance with the requirements of the *San Francisco Stormwater Design Guidelines (Guidelines)* and that the attached construction documents adequately represent the proposed post-construction stormwater management controls.

Printed name (design professional)

License Number

Stamp or Seal: (Signature and date for Final SCP)

Professional Engineer or Registered Landscape Architect Licensed in the State of California

ATTENTION:

1. The SFPUC review of the SCP is limited to ensuring compliance with the stormwater management approach(es), method(s), and sizing of proposed BMP(s) as required by the *Guidelines*. The Owner is responsible for ensuring that the proposed project obtains all necessary permits, and that the constructed facility complies with all applicable codes, operates properly, and protects public health and safety.
2. All projects that trigger the *Stormwater Design Guidelines (Guidelines)* are required to submit a Stormwater Control Plan (SCP) directly to the SFPUC. The SCP submittal is separate from any documentation submitted to the Department of Building Inspection (DBI) for a Site or Building Permit.
3. DBI will not issue a Site or Building Permit until the SFPUC approves the Preliminary SCP. DBI will not issue a Certificate of Final Completion (CFC) until the SFPUC approves the Final SCP and the Owner signs, submits and records the Maintenance Agreement.
4. The Owner is responsible for securing maintenance funding for all BMPs constructed in compliance with the *Guidelines*.
5. All projects that are required to submit a SCP for SFPUC approval must also request a DBI plumbing plan check during the Site or Building Permit review and again at the Addenda review.
6. Any project proposing to use on-site alternate water sources to meet non-potable demands should submit the On-Site Non-Potable Project Application, which is available online (see <http://sfwater.org/index.aspx?page=497>).