

## **INSTRUCTIONS FOR SWM SMALL PROJECT APPLICATION**

No Zoning permit can be or will be issued until a Stormwater Management Permit is approved and obtained. Building construction may not commence until a zoning permit is issued.

The following types of projects are eligible to apply for a Small Project stormwater approval:

Regulated activities that, measured on a cumulative basis from January 6, 2014,

- 1) create new impervious areas of more than 1,000 sq. ft. and less than 5,000 sq. ft. **or**
- 2) involve Earth Disturbance Activity of an area less than 5,000 sq. ft.;

**and** do not involve the alteration of stormwater facilities or watercourses.

### **Property & Contact Information**

The information for the record owner of the property should be inserted in this section. The property location should generally be the property address where the work is being completed. For properties without an address, provide information describing where the property is located, such as "west side of X Street, approximately 1,000 feet north of the intersection with B Road." The address under property owner should be the mailing address of the property owner.

### **Proposed Activity**

Check whether the proposed activity is an earth disturbance or an addition of impervious surface. Complete the information under the one which is checked.

For projects involving the addition of impervious surface, the table should be completed to calculate the impervious area. Only proposed impervious surfaces should be included in the top of the table. Include a description of the surface in the left. If you are using the electronic form, the impervious surface will be calculated based on the length and the width. If the area is irregularly-shaped, just enter the area and leave the length and width blank. If any existing impervious area will be removed, that should be shown in the bottom portion of the table. The new impervious surface is calculated by adding all of the proposed impervious surfaces and subtracting any existing impervious surface to be removed.

At the top of the second page, please write a brief description of what is being proposed as part of the project.

### **Disconnected Impervious Area Credit**

A disconnected impervious area credit allows all or a portion of new impervious surface to be deducted from the amount which must be managed when the runoff will be directed to a pervious surface which will allow the runoff to infiltrate within the property.

If the project will be using DIA credits, check the box in this section and fill in the table. For the column "DIA Credit," the following shall apply:

1. DIA Credit = 0.0 (completed disconnected – no runoff to manage) if a rooftop disconnection meets **all** the following requirements:
  - a. The overland flow path from roof runoff discharge point has a positive slope of 5% or less.
  - b. The length of the overland flow path is greater than 75 feet. (see partial disconnection if less than 75 feet)
  - c. Soils along the overland flow path are not classified as hydrologic group "D" (i.e. infiltration is at least 1 inch per day)

- d. The receiving pervious area shall not include another person’s property, unless the area is part of a recorded easement and permission has been secured from the affected property owner.
2. Partial rooftop disconnection shall be determined as follows when the flow path is less than 75 feet.

Length of Pervious Flow Path* (feet)	DIA Credit Factor
Less than 15 feet	1.0
15 feet to less than 30 feet	0.8
30 feet to less than 45 feet	0.6
45 feet to less than 60 feet	0.4
60 feet to less than 75 feet	0.2
75 feet or more	0

\*Pervious flow must be at least 15 feet from any impervious surface and cannot include impervious surfaces.

3. Other impervious surfaces may be considered completely disconnected (DIA Credit =0.0) if the following requirements are met:
- a. The contributing flow path over impervious area is not more than 75 feet.
  - b. The length of overland flow is greater than or equal to the maximum length of flow over the impervious area.
  - c. The slope of the contributing impervious area is 5% or less.
  - d. The slope of the overland flow path is 5% or less.
  - e. If discharge is concentrated at one or more discrete points, no more than 1,000 square feet may discharge to any one point. In addition, a gravel strip or other spreading device is required for concentrated discharges. For non-concentrated discharges along the entire edge of a paved surface, a level spreader is not required; however, there must be provisions for establishment of vegetation along the paved edge and temporary stabilization of the area until the vegetation is established.

At the bottom of the table, add the impervious area column to calculate the total proposed impervious surface area to be managed.

**Stormwater Management Volume:**

Enter the total impervious area to be managed in the table. This should be the number from the end of the DIA calculation section, or if no DIA Credits are used, it is the new impervious surface at the bottom of the table on page 1. Multiply the impervious area to be managed by 0.083 (1 inch of rainfall converted to feet) to calculate the volume of stormwater to be managed in cubic feet.

**Techniques to Manage Stormwater Volume (BMPs):**

The application must demonstrate how the volume calculated above will be managed through the installation of BMPs, such as planting of new trees, installation of a seepage bed for infiltration, or other approved methods. Check the box for any BMPs that are proposed, and complete the calculations to determine the volume which will be managed. The electronic form is set up so the calculations for individual BMPs only appear when the box is checked.

If other types of BMPs are proposed, the application must include calculations to demonstrate how the stormwater management volume was calculated.

Add the volume which will be managed from all types of BMPs at the bottom of this section. The total managed volume must be equal to or exceed the required volume of stormwater to be managed which was calculated above.

### **Owner Acknowledgement**

Please carefully read the requirements which go along with the application. After reading, sign the form and write the current date next to your signature.

### **Small Project Sketch Plan**

The application form must be accompanied by a sketch plan which includes all of the following:

- (a) Name and address of landowner and/or developer.
- (b) Date of Small Project Application submission.
- (c) Name of individual and/or firm that prepared the sketch if different than the landowner and/or developer.
- (d) Location and square footage of proposed impervious area or land disturbance.
- (e) Approximate footprint and location of all structures on adjacent properties if located within 50 feet of the proposed impervious area or land disturbance.
- (f) Approximate location of existing stormwater management facilities if present.
- (g) Location and description of proposed stormwater management facilities.
- (h) Direction of proposed stormwater discharge (e.g. with arrows).
- (i) Scale and north arrow.

### **Filing Fee and Submission**

The filing fee for a small project application is \$175.00, payable to "Mount Joy Township" and shall be submitted at the same time as the aforementioned application and sketch plan. An application is not considered complete without the required filing fee.

Submission of the foregoing shall be made at the Mount Joy Township Municipal Building, 159 Merts Drive, Elizabethtown, PA 17022, on any business day between the hours of 8:00 A.M. and 4:00 P.M.

### **Review Process**

The Stormwater Management officer shall, within 30 days from receipt of an application for a stormwater small project, issue a permit or disapprove the application and transmit the decision in writing to the applicant.