

**Village of Shorewood Hills, WI**  
**Major Land Disturbing Activity Permit Application**  
**Full New and Redevelopment Stormwater Permit Application**

**1. Site/Applicant Information**

	Landowner Information	Applicant Information (if different)
Name	_____	_____
Address	_____	_____
	_____	_____
Phone	_____	_____
Email	_____	_____
<b>Signature</b>	_____	_____
<b>Date</b>	_____	_____

Project Location	_____	
Contractor:	_____	
	Name	Phone
Landscaping/ Seeding Responsibility of:	_____	
	Name	Phone
Installation and Maintenance of Management Practices Responsibility of:	_____	
	Name	Phone

# Erosion Control Application Checklist

Project Name \_\_\_\_\_

Applicant				Village	
Plan Requirement	I	NA	Location in Plan (page #s)	I	NA
<b>Detailed written description of how the site will be developed</b> (narrative including scope of land disturbing activities and sequence of construction events)					
<b>Direction of runoff flow</b> (contours lines or runoff arrows)					
<b>Watershed size for each drainage area</b> (include all off site run-on and area within the project boundaries)					
<b>Provisions to prevent mud-tracking onto public thoroughfares during construction</b> (i.e. tracking pad or existing gravel drive)					
<b>Provisions to prevent the delivery of sediment to stormwater conveyance system</b> (i.e. inlet protection or stone weeper)					
<b>Prevent gully and bank erosion and apply minimum standards for sheet and rill erosion: 7.5 tons/ acres/year</b> (Universal Soil Loss Equation – USLE worksheets must be completed and attached)					
<b>Provisions for sequential steps mitigating the erosive effect of land disturbing activities</b> (list of erosion control practices)					
<b>Fertilizer and seeding rates</b> (seed, mulch, polymer, fertilizer, etc.)					
<b>Schedule for installation and completion of all elements of the erosion control plan</b> (date(s) must be consistent with USLE and appropriate for each practice)					
<b>Itemized estimated cost of all elements of the erosion control plan including installation and labor</b> (a letter of credit [LOC] is required if estimate greater than \$5000)					
<b>Design discharge for ditches and structural measures</b> (flow calculations)					
<b>Cross sections and profiles of road ditches and channels</b> (existing and proposed)					
<b>Runoff velocities in channels</b>					
<b>Culvert sizes</b> (existing and proposed)					
<b>Proof of stable outlet, capable of carrying the design flow at a non-erosive velocity</b> (having no ditches, swales, culverts, downspouts, or other features that concentrate runoff present and having <i>all runoff leave the site as sheet flow</i> , may satisfy this requirement)					
<b>Copy of Preliminary Review Letter, permits or approvals by other agencies</b> (e.g. WDNR, Army Corps of Engineers, driveway permit, etc)					
<b>Other information necessary to determine the location, nature and condition of site physical or and environmental features of the site</b>					

# Stormwater Management Application Checklist

Project Name \_\_\_\_\_

Applicant				Village	
Plan Requirement	I	NA	Location in Plan (page #s)	I	NA
<b>Narrative describing the proposed project</b> (written summary, as it relates to implementation of practices)					
<b>Proposed schedule for completion and installation of all elements of the stormwater management plan</b>					
<b>Map of drainage areas for each watershed</b> (showing assumed time of concentration flow path)					
<b>Maintain peak discharge rates for the 2 and 10-year 24-hour storm events and safely pass the 100-year 24-hour storm event.</b> (Include a summary table showing the results of the analysis) *					
<b>Complete site plan and specifications *</b>					
<b>Engineered designs for all structural management practices</b> (reference relevant technical standard if appropriate)					
<b>Proof of stable outlet, capable of carrying the design flow at a non-erosive velocity</b>					
<b>For new development, trap 5-micron soil particle (80% reduction in TSS), for redevelopment, trap 20-micron particle (40% reduction in TSS), for the 1-year 24-hour storm event.</b>					
<b>Treat first ½ inch of runoff for oil and grease</b>					
<b>For residential development, infiltrate 90% of the predevelopment infiltration volume and for non-residential development, infiltrate 60% of the predevelopment infiltration volume</b>					
<b>Identification of the entity responsible for long-term maintenance of all stormwater management facilities and practices</b>					
<b>Maintenance plan and schedule for all permanent stormwater management practices</b>					
<b>Copy of recorded affidavit required by s.14.49(3)(d) for privately owned stormwater practices</b>					
<b>Copy of Preliminary Review Letter</b> (if applicable)					
<b>Itemized estimated cost of all elements of the stormwater management plan, including installation and labor</b>					
<b>Evidence of financial responsibility to complete work proposed in plan</b> (a letter of credit [LOC] is required if the estimated cost of the erosion control <i>and</i> stormwater management plan is > \$5000)					

\* See notes on next page

- Any proposed changes to the stormwater management plan must be submitted and approved prior to implementation.
- As-built plans, stamped by a licensed, professional engineer will be required by s.14.49(5)(e) after site becomes established and before the permit is closed-out.

## Stormwater Management Plan Notes

1. The summary table in plan requirement 4 must include the following
  - a. pre-existing peak flow rates
  - b. post construction peak flow rates with no detention
  - c. post construction peak flow rates with detention
  - d. assumed runoff curve numbers
  - e. time of concentration used in calculations
  
2. Complete site plan and specifications in plan requirement 5 must include the following
  - a. property lines and lot dimensions
  - b. all buildings and outdoor uses, existing and proposed, including all dimensions and setbacks
  - c. all public and private roads, interior roads, driveways and parking lots, showing traffic patterns and type of paving and surfacing material
  - d. all natural and artificial water features
  - e. depth to bedrock
  - f. depth to seasonal high water table
  - g. the extent and location of all soil types as described in the Dane County Soil Survey, slopes exceeding 12%, and areas of natural woodland or prairie
  - h. existing and proposed elevations
  - i. elevations, sections, profiles, and details as needed to describe all natural and artificial features of the project
  - j. soil erosion control and overland runoff control measures, including runoff calculations as appropriate
  - k. detailed construction schedule
  - l. copies of permits or permit applications required by any other governmental entities or agencies
  - m. any other information necessary to reasonably determine the location, nature and condition of any physical or environmental features
  - n. all existing and proposed drainage features
  - o. the location and area of all proposed impervious surfaces
  - p. the size (ft<sup>2</sup>) and extent (limits) of the disturbed area