

# Dane County Stormwater Management Permit Application

*(Application must be made in-person.  
Incomplete applications will not be accepted.)*

*For Office Use Only – Revised 10.16.2017*

Permit Number: \_\_\_\_\_  
 Application Received By: \_\_\_\_\_ Date: \_\_\_\_\_  
 Application Approved By: \_\_\_\_\_ Date: \_\_\_\_\_  
 Associated Permits: \_\_\_\_\_

**Project Name:** \_\_\_\_\_ Applicant Information (Individual making in-person application)  
 Landowner Name(s): \_\_\_\_\_ Applicant Name: \_\_\_\_\_  
 Landowner Address: \_\_\_\_\_ Applicant Address: \_\_\_\_\_  
 Landowner Phone: \_\_\_\_\_ Applicant Phone: \_\_\_\_\_  
 Landowner E-mail: \_\_\_\_\_ Applicant E-mail: \_\_\_\_\_

Name and company of engineer/consultant who prepared the plans: \_\_\_\_\_

Municipality: \_\_\_\_\_ Section: \_\_\_\_\_ Quarter: \_\_\_\_\_ Parcel #: \_\_\_\_\_

Latitude / Longitude: \_\_\_\_\_ / \_\_\_\_\_  
*Lat/long location should be the coordinates at the center of the site as defined in the plan. Decimal coordinates to 6 places required. (e.g. 43.055978, -89.290669)*

### Fee Calculation

Total New Impervious Area..... <i>(includes gravel)</i>	_____	ft <sup>2</sup> x \$0.015/ft <sup>2</sup> = \$ _____
Total Redeveloped Impervious Area ..... <i>(includes gravel)</i>	_____	ft <sup>2</sup> x \$0.015/ft <sup>2</sup> = \$ _____
Total Impervious Added Since 8/22/01 .....	_____	
Base Fee: \$400		Base Fee = \$ _____
		<b>Total Fee = \$ _____</b>

*Late Filing Fee: Permit fee shall be doubled where work has begun before a permit has been obtained (s. 11.50(7) or 14.55(2)(b)).*

### Notes:

- All requirements included in this application correspond to the requirements set forth in Chapter 14 of the Dane County Code of Ordinances.
- By submitting this application, permittee and landowner permit Dane County staff to enter project property for inspection and/or curative action (s. 14.49(4)(c)).

***I am the landowner or have been authorized via the included authorization form to act on behalf of the owner. I understand by signing and submitting this application I am bound by the requirements of the County's erosion control ordinance and accept responsibility for implementation of the plan included with this application.***

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**This application must be submitted in person (M-F, 8 A.M. – 4 P.M.) to:  
 Water Resource Engineering Division, 5201 Fen Oak Drive, Room 208, Madison, WI 53718**

# Stormwater Management Application Checklist

For Office Use Only

Permit Number: \_\_\_\_\_

Associated Permits: \_\_\_\_\_

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

Stormwater Plan Requirements – Plan Materials	X	Location of Information: Page Number or Attachment
1. <b>Narrative describing the proposed project</b>		
2. <b>Identification of the entity responsible for long-term maintenance of all stormwater management facilities and practices</b>		
3. <b>Map of drainage areas for each watershed</b> (showing assumed time of concentration flow path)		
4. <b>Summary of runoff peak flow rates</b> (see table requirements*)		
5. <b>Complete site plan and specifications *</b>		
6. <b>Engineered designs for all structural management practices</b> (reference relevant technical standard if appropriate)		
7. <b>Description of methods to control oil and grease</b> (see Dane County Erosion Control and Stormwater Management Manual)		
8. <b>Provisions and practices to reduce the temperature of runoff</b> (required for sites that drain to a cold water community, as identified in the ordinance – see Thermal Locator)		
9. <b>Maintenance plan and schedule for all permanent stormwater management practices</b>		
Stormwater Plan Requirements - Performance Standards	X	Location of Information: Page Number or Attachment
10. <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>		
11. <b>Treat first ½ inch of runoff for oil and grease</b>		
12. <b>Maintain predevelopment peak discharge rates for the 1, 2, 10 and 100-year 24-hour storm events</b> (NOAA Atlas 14 rainfall depths and MSE4 storm distribution)		
13. <b>Proof of stable outlet capable of carrying site runoff at a non-erosive velocity</b> (outlet design must account for flow capacity and duration)		
14. <b>Infiltrate 90% of the predevelopment infiltration volume</b>		
15. <b>Thermal control</b>		
Permit Application Requirements	X	Location of Information: Page Number or Attachment
16. <b>Preliminary review Letter</b>		
17. <b>Draft maintenance agreement</b>		
18. <b>Copies of permits or approval from other agencies</b> (WDNR, US Army Corps of Engineers, County Zoning, Town, etc.)		
19. <b>Timetable and construction schedule</b>		
20. <b>Itemized cost estimate for stormwater plan implementation</b>		
21. <b>Financial responsibility</b> (financial security instrument required if cost estimate exceeds \$5000)		

\* See detailed requirements on next page

**Note:** as-built certification prepared by a professional engineer as required by Ch.14.49(5)(e) must be submitted upon completion of all permitted development.

# Stormwater Management Plan Notes

The summary table in plan material 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

Complete site plan and specifications in plan material 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