



Penn Township Board of Commissioners

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STORMWATER MANAGEMENT PERMIT APPLICATION SECTION 1

Attention: If you, as a property owner, are planning to construct any type of structure or improvement to your property (patio, driveway, etc.) that will impact the stormwater runoff leaving your property, then you must comply with Municipal Stormwater Management Ordinance No. 728. Completion of this form will allow the staff to guide you through the associated regulations. The Ordinance can be found in its entirety at www.penntwp.com.

Step 1: Complete the project information

Project Information: Property Owner: _____

Property Address: _____

Contact Information:

___ Daytime Phone Number: _____

___ Email Address: _____

Check the preferred method of communication above

Proposed Development (Please provide information regarding size, type, distance from property lines and existing site features, etc.):

Have any other exterior improvements been completed on the property since November 21, 2011? If so please list the projects and permit numbers

Section III

Guidance Document for Township Staff on Proper Stormwater Management

Act 167 requires all Municipalities to adopt a Stormwater Management Ordinance in accordance with York County Integrated Water Resources Plan. Therefore, all regulated activities within Penn Township should comply with SWM Ordinance No. 728. To accomplish this goal, all regulated activities should be reviewed in accordance with this Guidance Document.

Step 1: Property owner proposes:

New Pavement (Parking area, driveway) _____ SF
New Building (Shed, Garage, Addition) _____ SF
Sidewalk or Patio (Concrete, Brick) _____ SF
Changing the ground surface/cover (Clearing a wooded lot, converting a meadow area to yard) _____ SF
Farming Activities (not new buildings or impervious) – If in compliance with Chapter 102, exempted.
Timber Activities – If in compliance with Chapter 102, exempted.

Step 2: After the applicant completes and returns Section 1 of the Application. Complete the following to see what requirements apply to the Regulated Activity:

1. Go to York County's Tax Assessment website located at <http://gis.york-county.org/MapData.aspx>. Find the property in question. Change the map view to the aerial image and print out a copy. Have the property owner label the Regulated Activity and locational information (distance from existing site features and property lines, flow direction, etc.) on the printout.
2. Determine if the proposed project qualifies as a Disconnected Impervious Area (DIA) in accordance with Appendix B of the Ordinance.
 - a. Check all that apply.
 - i. For Structures:
 - ____ 1. Less than 500ft² draining to individual downspouts. ____ Yes ____ No (if No consult municipal engineer)
_____ SF (Downspout 1) _____ SF (Downspout 2)
 - ____ 2. Type D. Soils ____ Yes ____ No (if Yes consult municipal engineer)
 - a. Check soils map, or check Property Management Program, or check Soil Survey web site
 - ____ 3. 75' Pervious flow path provided? _____ ft (if No an equivalent DIA approach must be taken)
 - a. Check site map created above. The pervious flow path should consist of vegetated areas (grass, meadow, etc.) and be completely contained within the property of the Regulated Activity.
 - ____ 4. Flow path <5% slope? _____ % (if > 5% an equivalent DIA approach must be taken)
 - a. Property owner knows slope or field verify.
 - ii. For Pavement/Patio/At-grade Impervious Area
 - ____ 1. Length of impervious area is less than 75' ____ Yes ____ No (if No consult municipal engineer)
 - a. Check site map created above. The pervious flow path should consist of vegetated areas (grass, meadow, etc.) and be completely contained in the property of the Regulated Activity.
 - ____ 2. Pervious flow path is greater than length of impervious ____ Yes ____ No (if No consult municipal engineer)
 - a. Check site map created above.
 - ____ 3. No Type D Soils ____ Yes ____ No (if Yes consult municipal engineer)
 - a. Check soils map, or check Property Management Program, or check Soil Survey website.
 - ____ 4. Impervious and Pervious Flow Path <5% slope (if No consult municipal engineer)
 - a. Property owner knows slope or field verify.

- iii. If project meets all provision of Section i or ii, then the project is **DIA**.
- iv. If none, or only a portion of the provisions of Section i and ii are met, the project is **Not a DIA**.

b. If **DIA** and:

- i. Less than 1000 ft²
 - 1. Exempt from SWM Site Plan and Rate Control.
 - 2. Project can be constructed without Municipal review and approval.
 - 3. Applicant should be aware that stormwater runoff is their responsibility and if a problem arises in the future, they will be required to remediate it.
- ii. Greater than 1,000 ft² and less than 5,000 ft²
 - 1. Exempt from Peak should be submitted.
 - 2. SWM Site Plan should be submitted. See requirements in c.i. below.

c. If **not DIA** and:

- i. Less than 5,000 ft²
 - 1. Qualifies as Equivalent DIA Project
 - a. Applicant shall submit:
 - i. Site Plan
 - 1. Expand the Site Map to show the proposed stormwater facilities
 - ii. Design
 - 1. These facilities should be installed to control stormwater runoff. The location and size of the facility should be indicated on the Simple Site Plan.
 - iii. Calculations
 - 1. Sample calculations include a spreadsheet that can be completed for a more variable design. For basic design, use the sample Design Table.
 - iv. Easement in accordance with 501.B
 - 1. Each municipality should have their solicitor develop an easement. At a minimum, the easement should serve to ensure that the SWM facility is kept in place for as long as the regulated activity exists as well as allow for Municipal access for inspection and if required, maintenance and repair.
 - v. O&M Agreement in accordance with 502
 - vi. O&M Plan in accordance with 501.C
 - vii. Inspection Form
 - 1. This will need to be completed by the property owner on a defined basis and submitted to the Municipality to ensure the proposed facility is working as designed.