

Application Requirements - Erosion Control/Stormwater Permits

LARGE PROJECT

($\geq 20,000 \text{ ft}^2$ Impervious & $\geq 43,560 \text{ ft}^2$ Land Disturbance)

The following includes a list of REQUIRED information items for LARGE PROJECT Erosion Control & Stormwater permit applications. Please ensure all applicable items are included with the application. Items not included may result in an incomplete permit application. Applications shall be submitted via the [Outagamie County CityView Web Portal](#).

SITE PLAN REQUIREMENTS	
GENERAL	Common Scale w/ Graphic Bar
	Legend
	North Arrow
	Tax Parcel Number(s) & Site Address (if assigned)
	Project Narrative
	Schedule w/ Approximate Dates (Construction, Soil Stabilization & Stormwater infrastructure, etc.)
	Property Owner Contact Info (Phone, Email Address & Mailing Address)
	Builder/Contractor Info (Phone, Email Address & Mailing Address)
ZONING	Zoning District
	Existing & Proposed Use Statement
	List Required Setbacks (Front, Rear, Side Yards)
	List Required Lot Coverage Requirements
CALCS	Lot Coverage Percentage
	Area Calculation—Disturbed (ft^2 of proposed disturbed area)
	Area Calculation—Impervious (ft^2 of proposed impervious surface)
LAYOUT / DESIGN	Existing & Proposed Structures
	Location of Existing & Proposed Well(s) & Private Onsite Wastewater Treatment Systems (POWTS)
	Property & Easement Lines
	Required Setback Lines (Front, Rear, Side Yards)
	Show Distance of Proposed Structure(s) to Property Lines & Other Structures
	Existing & Proposed 1 ft Contours w/ Critical Spot Elevations (Sub-foot)
	Critical Elevations of Proposed Structures (Garage Floor, First Floor, Lowest Exposed Window, Top of Wall, etc.)
ENVIR	Identify Slopes (of 5:1 (20%) or greater)
	WDNR Mapped/Delineated Wetlands & Setbacks (Include Delineation Source & Date)
	Copies of Permits/Approvals from WDNR/ACOE /FEMA (NOI, Wetland Fill, Etc.)
	Shoreland District 300 ft Buffer, Navigable Waterway & 75 ft Setback
	100 Year Floodplain (BFE, Floodway, Floodfringe, Flood Storage)
Identify watershed name and whether it has a TMDL	

STORMWATER AND EROSION CONTROL—PLAN REQUIREMENTS	
LAYOUT/DESIGN	Cross Sections & Profiles of Road Ditches
	Culvert Sizes & Elevations
	Watershed Size for each Contributing Drainage Area
	Erosion Control Best Management Practices (Perimeter Protection, Tracking Pad, Erosion Matting, etc.)
	Reference WDNR Technical Standards or WisDOT PAL for Best Management Practices (BMPs)

STORMWATER AND EROSION CONTROL—REPORT REQUIREMENTS	
CALCULATIONS	No Increase in Peak Discharge for 2 and 10-Year 24-Hour Storm Events & Safely Pass the 100-Year 24-Hour Storm at site discharge points
	Provide Summary Table including the following:
	• Pre-Existing Peak Flow Rates (ft ³ /Sec)
	• Post Construction Peak Flow Rates w/ No Detention (ft ³ /Sec)
	• Post Construction Peak Flow Rates w/ Detention (ft ³ /Sec)
	• Assumed Runoff Curve Numbers (ft ³ /Sec)
	• Time of Concentration Used in Calculations
	Stormwater facility water surface elevations and top of berm
Design discharge and capacity calculations for channels, culverts, and other critical structural measures	
RUSLE-2 Calculations for sites with land disturbance over 43,560 ft ²	

LAYOUT / DESIGN	Drainage Area Map for each Watershed
	Engineered Designs for all Structural Management Practices
	Trap Total Suspended Solids (TSS) and Total Phosphorus (TP) per Sec. 48-7
	Provide Treatment for Oil and Grease Runoff for Commercial/Industrial Sites per Sec. 48-7
	Provide Proof Outlet is Capable of Carrying Design Flow at a Non-Erosive Velocity
	All Downspouts, Driveways, and Other Impervious Surfaces Shall be Directed to Pervious Surfaces Where Feasible
	Show how the impervious has been 'Disconnected' (downspouts, parking areas, etc.)
	Identify & quantify any offsite water directed at the site and how it will be managed

APPLICATION REQUIREMENTS	
OTHER	Erosion Control/Stormwater Plan Implementation Cost Estimate—Financial Guarantee
	Stormwater Facilities Maintenance Agreement (Recording Fees Apply)
	Responsible Party Contact Information (See Memo)