



**Town of Spring Lake  
Stormwater Management Permit Application**

**GENERAL INFORMATION**

Project Name:
Street Address:
Directions to project (from nearest major intersection):  _____
_____

**PERMIT INFORMATION**

Specify whether the project is:  <input type="checkbox"/> New Project <input type="checkbox"/> Modification to Existing Permit: _____  <input type="checkbox"/> altering an existing stormwater system, including open channels Per SL Ordinance Sec.40-134
Type of Project: <input type="checkbox"/> Less than .5 acre and less than 24% impervious with alterations to existing stormwater infrastructure <input type="checkbox"/> Low Density – project is greater than half (.5) acre with less than 24% impervious surface <input type="checkbox"/> High Density – project is greater than half (.5) acre with 24% or more impervious surface

**CONTACT INFORMATION**

<b>Applicant Information</b> (person, corporation, etc. who owns the project)		
Name:		
Address:		
City	State	Zip
Phone	Email	
<b>Owner/Signing Official Information</b> (person legally responsible for facility compliance)		
Owner/Signing Official Name:		
Owner/Signing Official Address:		
City	State	Zip
Phone	Email	

**Contact Person Information** (optionally list any person who can answer questions about the project on the owners behalf – contractor, engineer, etc.)

Name		
Address		
City	State	Zip
Phone	Email	

**PROJECT INFORMATION**

Total Property Area (sqft)
Existing Impervious Surface Area with property area (sqft)
Proposed Impervious Surface Area within Property Area (sqft)
Project Percent of Impervious Surface Area
Please describe how stormwater runoff will be treated (attach additional pages if necessary)
Type of stormwater BMP's proposed for this project <ul style="list-style-type: none"> <li><input type="checkbox"/> Bioretention Area</li> <li><input type="checkbox"/> Grass Swale</li> <li><input type="checkbox"/> Rainwater Harvesting</li> <li><input type="checkbox"/> Underground Detention System</li> <li><input type="checkbox"/> Disconnected Impervious</li> <li><input type="checkbox"/> Infiltration Basin</li> <li><input type="checkbox"/> Rooftop Runoff Management</li> <li><input type="checkbox"/> Wet Detention Basin</li> <li><input type="checkbox"/> Dry Detention Basin</li> <li><input type="checkbox"/> Infiltration Trench</li> <li><input type="checkbox"/> Sandfilter</li> <li><input type="checkbox"/> Other (specify)</li> <li><input type="checkbox"/> Filter Strip/Level Spreader</li> <li><input type="checkbox"/> Permeable Pavement</li> <li><input type="checkbox"/> Stormwater Wetland</li> <li><input type="checkbox"/> alteration of existing SCM including open channels</li> </ul>

Complete the following information for each stormwater drainage area. If there are more than two drainage areas in the project, attach an additional sheet with the information for each area provided in the same format as below. Low density projects may omit this section.

Basin Information	SCM #	SCM #
Receiving Stream Name		
Receiving Stream Index #		
Stream and WSWS Classification		
<b>Total Drainage Area (sqft)</b>		
On-Site Drainage Area (sqft)		
Off-Site Drainage Area (sqft)		
<b>Total Impervious Area (sqft)</b>		
Buildings/Lots (sqft)		
Impervious Pavement (sqft)		
Pervious Pavement (sqft)		
Impervious Sidewalk (sqft)		
Pervious Sidewalk (sqft)		
Other (sqft)		
Future Development (sqft)		
Existing Impervious to remain(sqft)		
Percent Impervious Area (sqft)		

Application Checklist (please make sure all required items are included at submittal)

- Completed Stormwater Permit Application Form
- Permit Application Processing Fee - \$250 (not required for low density projects under 1 acre)
- One (1) copy engineering plans (see attached for checklist)
- Property Owner Authorization Form (if applicant/signing official is not property owner)
- Draft Operations and Maintenance Agreement plus addendum for each SCM proposed
- Low Density Supplement Sheet (for Low Density Projects only)

**APPLICANT'S CERTIFICATION**

I, \_\_\_\_\_(print or type applicant name) certify that the information included on this permit application form is, to the best of my knowledge, correct and that the project will be constructed in conformance with the approved plans, that the required deed restrictions and protective covenants will be recorded, and that the proposed project complies with the requirements of the Town of Spring Lake Post Construction Stormwater Ordinance.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



**Town of Spring Lake  
Stormwater Permit Supplement  
Property Owner Authorization Form**

I, \_\_\_\_\_ (print or type property owner name),  
certify that I own the property identified in this permit application, and thus give permission to  
\_\_\_\_\_ (print or type name of applicant) to develop the  
project as currently proposed. A copy of the lease agreement or pending property sales contract has  
been provided with the submittal, which indicates the party responsible for the operation and  
maintenance of the stormwater system.

As the legal property owner I acknowledge, understand, and agree by my signature below, that if my  
designated agent (Applicant) dissolves their company and/or cancels or defaults on their lease  
agreement, or pending sale, responsibility for compliance with the Town of Spring Lake Stormwater  
Permit reverts back to me, the property owner. As the property owner, it is my responsibility to notify  
the Town of Spring Lake immediately and submit a completed Name/Ownership change form within 30  
days; otherwise I will be operating a stormwater treatment facility without a valid permit.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

I, \_\_\_\_\_ a Notary Public for the State of  
\_\_\_\_\_, County of \_\_\_\_\_, do hereby certify that  
\_\_\_\_\_ personally appeared before me this day of  
\_\_\_\_\_, 20\_\_\_\_\_, and acknowledge the due execution of the application for a  
stormwater permit. Witness my hand and official seal,

\_\_\_\_\_

My commission expires: \_\_\_\_\_



Town of Spring Lake  
Stormwater Engineer Plans Checklist

The following items are required on engineered plans submitted with stormwater permit application:

- Development/Project Name
- Engineer Name and Firm
- Legend
- North Arrow
- Scale (bar and numerical)
- Revision Number and Date
- Existing and proposed property boundaries (including right-of-way boundaries)
- Existing and proposed easements
- Location map with named streets or NCSR numbers
- Original contours
- Proposed contours
- Wetland Information (or note on plans that wetlands are not located on property)
- Mean High Water Table Elevation
- Existing and proposed structures, paved areas, sidewalks and other impervious surface
- Location, size, length, inverts and slopes shown for all proposed stormwater pipe (can be in table if necessary)
- Information for each stormwater BMP to include (as applicable):
  - Drainage Area
  - Designed rainfall depth
  - Dimensions of all basins, channels, chambers, etc.
  - Slope of channel and basin walls
  - Peak Flow Calculations
  - Storage Volume
  - Drawdown time
  - Basin elevations
  - Soils Information
  - Landscaping/Planting information