

Grading or Construction Site Storm Water Runoff Control Applicant Checklist

City of Fort Bragg Title 17 (coastal) and Title 18 (inland) Land Use and Development Code chapters 60, 62, and 64 provide standards for site design and grading activities. These codes are consistent with State regulations aimed to minimize pollutants of waterways through stormwater runoff. Low Impact Development (LID) methods are required within the City's boundaries for all projects that will disturb **any** soil. Best Management Practices (BMPs) adopted in design and construction must retain natural drainage patterns and healthy soil conditions that preserve infiltration, purification, detention, and retention functions to minimize increases in storm water runoff volume and peak flows to reduce projected runoff by 20%. Construction waste or other pollution is prohibited from entering the storm drainage system.



Simple Form!



This checklist is to be completed by you (the applicant) to determine if you must submit plans and specifications for storm water runoff control BMPs as a required part of a Planning or Building Permit Application to the City of Fort Bragg. All construction and grading work disturbing soil will implement appropriate BMPs (Best Management Practices).

I. PROPERTY OWNER NAME (To be completed by Applicant)

NAME		CONTACT PERSON	
MAILING ADDRESS			
		CITY	STATE ZIP
TELEPHONE	EMAIL		

II. DEVELOPER/CONTRACTOR INFORMATION (To be completed by Applicant)

DEVELOPER/CONTRACTOR		CONTACT PERSON	
MAILING ADDRESS			
		CITY	STATE ZIP
TELEPHONE	EMAIL		

III. CONSTRUCTION PROJECT INFORMATION (To be completed by Applicant)

SITE/PROJECT NAME		SITE CONTACT PERSON	
PHYSICAL ADDRESS/SITE LOCATION			
		CITY	STATE ZIP
ASSESSOR PARCEL NUMBER (APN)		EMERGENCY PHONE NUMBER	
A. Total size of construction area SQ. FT. or Acres		C. Site Status: Percent of site impervious ¹ surface No Change ☐	
B. Total area with grading/earth moving/soil disturbance SQ. FT. or Acres		Before Construction: _____ % After Construction: _____ %	
D. Is the construction site part of a larger common plan of development or sale? YES NO UNKNOWN (Circle One Response)		E. Name of larger common plan/project	
H. Anticipated construction start date (initial site disturbance): _____/_____/_____		I. Site-work construction completion: _____/_____/_____	

J. Circle or identify all applicable permits directly associated with grading activity, including but not limited to: State Construction General Permit; State 401 Water Quality Certification; U.S. Army Corps 404 Permit; California Fish and Wildlife 1600 Agreement:

IV. CHECKLIST (To be completed by Applicant)

A Is the project located in the the Coastal Zone?	YES	NO
B Will the project disturb 1 acre or more of soil?	YES	NO
If, >1 acre, then provide SWRCB WDID#: _____	Is the SWPPP Attached?	YES NO
If, YES, what is the Combined Risk Level (Circle one): 1 2 3		
C Will the project disturb any soil? Circle one of the following <2500 sf 2500-5000 sf	YES	NO
D Will your project include work from November 1 to March 30?	YES	NO
E Does the storm water runoff from the construction site discharge to (check all that apply):		
1. ☐ Remain on-site/Indirectly to waters of U.S. 2. ☐ Storm Drain System - Owners Name: _____		
3. ☐ Directly to waters of the U.S. (e.g. Noyo River , Pudding Creek, wetlands, ocean) - Name: _____		

Questions? Contact Engineering Technician; Kevin McDannold at (707)961-2827 x 132

**V. CONSTRUCTION SITE STORM WATER POLLUTION PREVENTION PLAN REQUIREMENT** *(To be completed by Applicant)*

If the answer to any question, above, in Part IV Checklist is "YES", then BMPs for construction site runoff control shall be submitted with your Permit Application; **submit A or B (below) with your Planning or Building permit application:**

A. If your project requires coverage under the State Water Resources Control Board Construction General Permit (CGP), typically project $\geq$ one-acre, attach a copy of the submitted Storm Water Pollution Prevention Plan (SWPPP) for Storm Water Associated with Construction Activity, including the Notice of Intent (NOI) and WDID Number.

B. If a CGP is not required, submit a Runoff Mitigation Plan or Erosion and Sediment Control Plan with design and construction site BMPs layout diagram(s) and BMP specifications prepared by a Qualified Storm Water Developer (QSD) OR applicant/owner/contractor-prepared BMP plans and specifications referencing BMP information obtained from City or County Department of Planning and Building Services and/or the California Storm Water Quality Association or Center for Watershed Protection BMP Handbooks.

VI. REQUIREMENT FOR REDUCING POLLUTANTS IN STORM WATER *(Information to Owner/Applicant/Contractor)*

Pursuant to Title 17 and 18 sections 62-64 of the City of Fort Bragg's Land Use and Development Code for development within the City limits, any project with construction or grading work that disturbs any soil shall implement Best Management Practices to prevent the discharge of excessive runoff, construction waste, debris or contaminants from construction materials, tools and equipment from entering the storm drainage system. Temporary and permanent BMPs are best selected based on the particular resources and sensitivities of the site, distance to roadway or stream, soil conditions, special landscape features, etc. BMPs shall include but not be limited to the following as condensed from City Zoning Code.

1. **Schedule construction activity April 1 - October 31 after which all disturbed soils are to be stabilized.**
2. **Eliminate the discharge of sediment and other stormwater pollution resulting from construction activities.**
3. **Mulching, seeding etc to protect exposed erodible areas during construction.**
4. **Treat stockpiled soils to eliminate sediments running into the street, adjoining properties, and/or stormdrains.**
5. **Sediments or other materials which are tracked off the site must be removed the same day.**
6. **Erosion control measures must include energy absorbing structures to reduce the velocity of runoff water (straw bales, straw wattles, detention ponds, sediment ponds, or infiltration pits, etc).**
7. **Land disturbance activities during construction (e.g., clearing, grading, cut-and-fill) shall be minimized.**
8. **Construction shall minimize the disturbance of natural vegetation (including significant trees, native vegetation, and root structures).**
9. **Minimize the generation, transport and discharge of pollutants through the use of LID including but not limited to vegetative swales, green roofs, curb cuts, permeable decking and pavements, and rain gardens.**
10. **"Good Site Housekeeping": Cover loose non-active stockpiles, store chemicals in water-tight containers, clean up worksite daily, maintain any materials, debris, soil, etc within property setbacks.**

¹ "IMPERVIOUS" - UNNATURALLY IMPENETRABLE TO RAINFALL OR RUNOFF (ROOF, SIDEWALK, DRIVEWAY, PARKING LOT)

VII. CERTIFICATION *(To be completed by Applicant)*

The information submitted is, to the best of my knowledge and belief, true, accurate, and complete.

Printed Name _____

Signature _____

Date _____

**FOR OFFICIAL USE ONLY** *(To be completed by Building Division)*

Submittal Date _____

Building Permit Number _____

MS4 AREA?

COASTAL ZONE?

Received by _____

Date _____

Notes: Special WQ area? Y or N

Drains to Noyo? (Sed impaired) Y or N