

## STORMWATER MANAGEMENT STANDARDS – DRAINAGE REPORT EXEMPTION

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

Project Address \_\_\_\_\_

Project Lot Number(s) \_\_\_\_\_

Property Owner(s) \_\_\_\_\_

Tax Account Number(s) \_\_\_\_\_ Zone(s) \_\_\_\_\_ Lot Area \_\_\_\_\_

1. Check all that apply to the proposed project:

- This is a new development or redevelopment project,
- The project will result in an increased amount of stormwater runoff and/or water pollutants flowing from a parcel of land (prior to the application of stormwater Best Management Practices),
- The project will alter the drainage characteristics of a parcel of land (prior to the application of stormwater Best Management Practices).

### Categorical Exemptions:

2. Does the proposed project meet one of the following categorical exemptions? Check all that apply:

- Normal maintenance and improvement of land in agricultural use (as defined by Connecticut General Statutes), provided such activity conforms to acceptable management practices for pollution control approved by the Connecticut Department of Energy and Environmental Protection and the Greenwich Inland Wetlands and Watercourses Commission. This exemption does not apply to construction activities that are not directly related to the farming or agricultural operation.
- Routine maintenance of existing landscaping, gardens (excluding structural modifications to stormwater BMPs including rain gardens) or lawn areas including those maintained by the Town of Greenwich Parks and Recreation Department and Board of Education.
- Resurfacing of an existing impervious area on a non-residential lot such as repaving an existing parking lot or drive with no increase in impervious cover.
- Routine maintenance to existing town roads that is performed to maintain the original width, line, grade, hydraulic capacity, or original purpose of the roadway.
- Customary cemetery management.
- Emergency repairs to any stormwater management facility or practice that poses a threat to public health or safety, or as deemed necessary by the approving authority.
- Any emergency activity that is immediately necessary for the protection of life, property, or the environment, as determined by the approving authority.
- Repair of an existing septic system.
- Construction of utilities (gas, water, electric, telephone, etc.), other than drainage, which will not permanently alter terrain, ground cover, or drainage patterns.
- Repair or replacement of an existing roof of a single-family dwelling.
- Construction of a second (or higher) floor addition on an existing building.
- Construction of a maximum 12 foot x 12 foot shed. The construction must include the installation of a 1 foot wide x 1 foot deep crushed stone trench along the sides of the shed that discharge the roof runoff.
- The repair of an existing wood, composite, or plastic deck with no proposed enlargement of the deck surface.

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- The reconstruction or construction of a wood, composite, or plastic deck with the decking boards spaced at least 3/16 of an inch and a pervious surface below the deck. The pervious area below the deck must have the soil tilled 12 to 16 inches and finished with grass seed, sod, or crushed stone. The minimum depth for the crushed stone is 4 inches. A site plan showing the proposed location of the deck and construction details for the deck must be submitted.
- The construction of any fence that will not alter existing terrain or drainage patterns.

If so, the Greenwich Stormwater Management Standards shall not apply, and submittal of a Stormwater Management Report is not required. However, application of the standards is still strongly encouraged.

### OWNERS' CERTIFICATION

Owners' Name \_\_\_\_\_

Street Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ FAX \_\_\_\_\_

Owners' Signature \_\_\_\_\_ Date \_\_\_\_\_

### CONTRACTOR'S CERTIFICATION

Company Name \_\_\_\_\_

Street Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ FAX \_\_\_\_\_

Contractor's Signature \_\_\_\_\_ Date \_\_\_\_\_

**Conditional Exemptions Requiring Certification from a Professional Engineer:**

3. **For projects adding up to 500 square feet of impervious surfaces<sup>1</sup>:**

The project design, including the proposed drainage design, if any, will not have an adverse effect on offsite properties or offsite drainage infrastructure, as certified by a professional engineer.

At least one of the following measures shall be implemented on the project site to help mitigate the effects of site disturbance and new impervious surfaces within its on site watershed and point of concern:

- Disconnection of roof down spouts that meet the Simple Disconnection standards in the Town of Greenwich Drainage Manual February 2012 as amended
- A zero increase in peak flow to all points of concern for the 1, 2, 5, 10, and 25-year design storms
- The runoff volume from the new impervious surfaces shall be infiltrated for the 10-year design storm
- Constructing a bioretention area for the Water Quality Volume of the contributing watershed of the project area. The design standards in the Town of Greenwich Drainage Manual February 2012 as amended must be met
- Creating a buffer with a length greater than or equal to the length of the project area and a minimum width of 10 feet planted as a meadow
- Restoring a riparian buffer (may require IWWA permit)

For projects that meet the above criteria, the project proponent shall submit Pages 1, 2, 3, 5, and 8 of this exemption request form and all computations and any additional drainage documents (Soil Evaluation Test Results, Watershed Maps, Etc.), in lieu of a Stormwater Management Report. The application of the Greenwich Stormwater Management Standards is still strongly encouraged.

For projects that meet the above criteria, the project proponent needs to submit construction plans as required on the Checklist for Projects Submitting a Stormwater Management Standards – Drainage Report Exemption – Form CL-101.

For projects that meet the above criteria, the project proponent needs to submit the items on the Checklist for Operations and Maintenance Plan Report – Form CL-104.

For projects that meet the above criteria, the project proponent needs to submit the Certificate of Occupancy documents on the Checklist for Projects Submitting a Stormwater Management Standards – Drainage Report Exemption – Form CL-101.

Residential teardowns are not exempt unless the project meets the Conditional Residential Teardown Exemption Requirements.

Commercial teardowns are not exempt.

**PROFESSIONAL ENGINEER**

Company Name \_\_\_\_\_

Street Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ FAX \_\_\_\_\_

Professional Engineer's Name \_\_\_\_\_

**Conditional Exemptions Requiring Certification from a Professional Engineer:**

**4. For projects adding between 500 and 1,000 square feet of impervious surfaces<sup>1</sup>:**

The project design, including the proposed drainage design, if any, will not have an adverse effect on offsite properties or offsite drainage infrastructure, as certified by a professional engineer.

At least one of the following measures shall be implemented on the project site to help mitigate the effects of site disturbance and new impervious surfaces within its on site watershed and point of concern:

- Disconnection of roof down spouts that meet the Simple Disconnection standards in the Town of Greenwich Drainage Manual February 2012 as amended
- A zero increase in peak flow to all points of concern for the 1, 2, 5, 10, and 25-year design storms
- The runoff volume from the new impervious surfaces shall be infiltrated for the 10-year design storm
- Constructing a bioretention area for the Water Quality Volume of the contributing watershed of the project area. The design standards in the Town of Greenwich Drainage Manual February 2012 as amended must be met
- Creating a buffer with a length greater than or equal to the length of the project area and a minimum width of 10 feet planted as a meadow
- Restoring a riparian buffer (may require IWWA permit)

At least one of the following measures shall be implemented on the project site using LID or conventional stormwater BMPs to help mitigate the effects of site disturbance and new impervious surfaces:

- A zero increase in peak flow to all points of concern for the 1, 2, 5, 10, and 25-year design storms
- The runoff volume from the new impervious surfaces shall be infiltrated for the 10-year design storm

For projects that meet the above criteria, the project proponent shall submit Pages 1, 2, 4, 5, and 8 of this exemption request form and all computations and any additional drainage documents (Soil Evaluation Test Results, Watershed Maps, Etc.), in lieu of a Stormwater Management Report. The application of the Greenwich Stormwater Management Standards is still strongly encouraged.

For projects that meet the above criteria, the project proponent needs to submit construction plans as required on the Checklist for Projects Submitting a Stormwater Management Standards – Drainage Report Exemption – Form CL-101.

For projects that meet the above criteria, the project proponent needs to submit the items on the Checklist for Operations and Maintenance Plan Report – Form CL-104.

For projects that meet the above criteria, the project proponent needs to submit the Certificate of Occupancy documents on the Checklist for Projects Submitting a Stormwater Management Standards – Drainage Report Exemption – Form CL-101.

Residential teardowns are not exempt unless the project meets the Conditional Residential Teardown Exemption Requirements.

Commercial teardowns are not exempt.

**PROFESSIONAL ENGINEER**

Company Name \_\_\_\_\_

Street Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ FAX \_\_\_\_\_

Professional Engineer's Name \_\_\_\_\_

**PROFESSIONAL – EXEMPTION CERTIFICATION**

I hereby declare that the proposed project will add the following amount of impervious surfaces to the project site (check the box that applies):

- 0 to 500 square feet (conditionally exempt with Professional Engineer’s Certification)
- 500 to 1,000 square feet (conditionally exempt with Professional Engineer’s Certification)

It is my professional opinion that the project design, including the proposed drainage system, if any, will not have an adverse effect on offsite properties or offsite drainage infrastructure.

I further declare that at least one of the following measures shall be implemented on the project site to help mitigate the effects of site disturbance and new impervious cover for 0 to 1,000 square feet (check all that apply):

- Disconnection of roof down spouts that meet the Simple Disconnection standards in the Town of Greenwich Drainage Manual February 2012 as amended
- A zero increase in peak flow to all points of concern for the 1, 2, 5, 10, and 25-year design storms
- The runoff volume from the new impervious surfaces shall be infiltrated for the 10-year design storm
- Constructing a bioretention area for the Water Quality Volume of the contributing watershed of the project area. The design standards in the Town of Greenwich Drainage Manual February 2012 as amended must be met
- Creating a buffer with a length greater than or equal to the length of the project area and a minimum width of 10 feet planted as a meadow
- Restoring a riparian buffer (may require IWWA permit)

I further declare that at least one of the following measures shall be implemented on the project site to help mitigate the effects of site disturbance and new impervious cover for 500 to 1,000 square feet (check all that apply)

- A zero increase in peak flow to all points of concern for the 1, 2, 5, 10, and 25-year design storms
- The runoff volume from the new impervious surfaces shall be infiltrated for the 10-year design storm

Professional Engineer’s Signature \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_  
Professional Engineer’s Seal

## **Conditional Residential Teardown Exemption Requiring Certification by a Professional Engineer:**

5. **For residential teardowns that reconstruct where the impervious surfaces within each point of concern is less than or equal to pre-development conditions and the peak flow and runoff volume for the 1, 2, 5, 10, 25, 50, and 100-Year Storms has a zero increase to all points of concern the following must be submitted:**

A Stormwater Management Report must be submitted with the following included:

1. Project Narrative
2. Site Inventory & Evaluation
  - a. Topography
  - b. Soil Evaluation (Soil Evaluation Test Results (Form SC-101) Shall Be Used)
    - i. Initial Feasibility Evaluation (NRCS Web Soil Survey and similar sources of information)
    - ii. Concept Design Testing (test pits/borings and saturated hydraulic conductivity testing, as per Appendix B)
3. Evaluate Pre-Development Site Hydrology to all points of concern (Runoff Volume and Peak Flow Rate – 1, 2, 5, 10, 25, 50 and 100-Year Storms)
  - a. Watershed Map Pre-Development
  - b. NRCS Runoff Curve Numbers Pre-Development
  - c. Time of Concentration Pre-Development
4. Evaluate Post-Development Site Hydrology to all points of concern (Runoff Volume and Peak Flow Rate – 1, 2, 5, 10, 25, 50 and 100-Year Storms)
  - a. Watershed Map Post-Development
  - b. NRCS Runoff Curve Numbers Post-Development
  - c. Time of Concentration Post-Development
5. Peak Runoff to all points of concern must have a zero increase for the 1, 2, 5, 10, 25, 50, and 100-Year Storms
6. Runoff volume to all points of concern must have a zero increase for the 1, 2, 5, 10, 25, 50, and 100-Year Storms
7. Compare & Summarize Pre-& Post Development Site Hydrology for peak flow and runoff volume to all points of concern
8. Conveyance Protection: 10, 25, 50 & 100-Year Depending on Peak Flow Rate for Downstream Stormwater Facilities
9. Outlet Protection Calculations – Based on Conveyance Protection
10. Emergency Outlet Sizing: Safely Pass the 100-Year
11. Supporting Documents
12. Sealed and Signed By a Professional Engineer

For projects that meet the above criteria, the project proponent shall submit Pages 1, 2, 6, 7, and 8 of this exemption request form and a Stormwater Management Report. The application of the Greenwich Stormwater Management Standards is still strongly encouraged.

For projects that meet the above criteria, the project proponent needs to submit plans which include all items on the:

1. Checklist for Construction Plans – Form CL-102
2. Checklist for Driveway Profile and Sight Distance Plan – Form CL-103

For projects that meet the above criteria, the project proponent must submit an Operations and Maintenance Plan Report. The Operations and Maintenance Plan must be submitted following the Checklist for Operations & Maintenance Plan Report CL-104.

For projects that meet the above criteria, the project proponent needs to submit the items on the Checklist for Certificate of Occupancy – Form CL-105 with the request for Certificate of Occupancy. The Improvement Location Survey must include the items on the Checklist for Improvement Locations Survey Depicting ‘As-Built’ Conditions CL-106.

The use of this exemption removes any future additional construction on the property from using the Conditional Exemption regardless of ownership changes.

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**PROFESSIONAL ENGINEER**

Company Name \_\_\_\_\_

Street Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ FAX \_\_\_\_\_

Professional Engineer's Name \_\_\_\_\_

**PROFESSIONAL – RESIDENTIAL “teardown” EXEMPTION CERTIFICATION**

I hereby declare that the proposed project will not have an increase in impervious surfaces and a zero increase in peak flow and runoff volume to all points of concern for the 1, 2, 5, 10, 25, 50, and 100-Year Storms.

It is my professional opinion that the project design, including the proposed drainage system, if any, will not have an adverse effect on offsite properties or offsite drainage infrastructure.

I further declare that the Required Stormwater Management Report and plans shall be implemented on the project site.

Professional Engineer's Signature \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_  
Professional Engineer's Seal

### IMPERVIOUS AREA WORKSHEET

This worksheet shall be used to quantify impervious surfaces<sup>1</sup> associated with existing and proposed construction on your site. Please complete columns 1, 2, and 3 below listing the first floor or ground level square footage of each existing or proposed structure or site amenity. Each point of concern shall use a separate worksheet.

#### POINT OF CONCERN

	(1) Existing Conditions Impervious Surfaces (sq ft)	(2) Proposed Conditions Impervious Surfaces (sq ft)	(3) Proposed New Impervious Surfaces (sq ft) [Column 2 minus column 1]
House/Buildings			
Driveways			
Sidewalks/Paths			
Swimming Pool			
Patios			
Tennis Court/Sport Court			
Other			
<b>TOTALS:</b>			

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<sup>1</sup> Refer to the glossary in the Town of Greenwich Drainage Manual for a definition of “impervious surface.”