



Start HERE! A guide to using stormwater forms

Step 1

All projects must read and complete the Stormwater Calculation Worksheet.

Step 2

Use the quantities reported in this worksheet to determine which minimum requirements apply to your project and what forms will be required using the "Flow Chart for Determining Minimum Requirements."

Step 2.1

Small Projects may submit the Worksheet S Small Project Certification sheet. Applicants who are able to sign the certification may **STOP HERE. Submit the Stormwater Calculation Worksheet and Worksheet "S" with your application. No additional submittal is necessary.**

Step 2.1

Medium Projects must complete worksheets A1, B1, and C or equivalent. **Large** Projects refer to Worksheet L to determine applicable worksheets are required or if a state-licensed engineer must prepare the submittal.

A Note on Engineered Stormwater Submittal:

-Many applicants complete stormwater submittal forms independently without professional expertise. For example, full dispersion, if feasible on the site (See Worksheet C), is typically easiest to implement for many different surface types such as roof, driveway, patio etc.

-Applicants may opt to submit an engineered stormwater plan even if it isn't required. This option may be attractive to those who are unsure how some of the requirements will be achieved on the site. In some instances, engineering will be required. Certain Large projects must be engineered (See Worksheet L). Gathering information on infiltration feasibility may need an engineer's expertise. Or, sites with greater than 15% slopes may require applicants hire a geologist to recommend if a drainage method is appropriate. Discharging directly to a marine water via tightline must be engineered. If you cannot do full dispersion on parcels larger than 5 acres, engineering is required. In other instances, site constraints will require an engineered design.

-Jefferson County staff may assist by providing and/or explaining Department of Ecology Stormwater Management Manual

Circle one:

Yes

no

The project requires or the applicant elects to submit an engineered stormwater plan. The plan is attached hereto with minimum requirement narrative, drawings, calculation, modeling output, construction pollution prevention plan, and site plan.

If you answered **YES** above, **STOP**, no further submittal is required. Otherwise, proceed with the following steps.

Step 3

Complete Worksheet A1 Medium/Large Project Report and Stormwater Site Plan or equivalent.

Step 3.1

Complete Worksheet C to determine which BMPs are possible and appropriate for your site. Circle the first BMP that is feasible (i.e. none of the infeasibility criteria is checked) for each surface type. Circle the corresponding BMP on Worksheet A1.

Step 4

Complete Worksheet B1 Medium/Large Project Construction Pollution Prevention Plan and Worksheet B2 Construction Site Plan or equivalent.

A Note on Commercial Projects:

- Jefferson County Public Works (JCPW) reviews commercial projects and charges a review fee. JCPW may charge additional fees for any required inspections.
- Any commercial projects proposing infiltration facilities may complete Worksheet E—Infiltration Test. Grain size analysis may be used instead of PIT. Commercial projects may elect to use BMP T5.10A and would not need a PIT, just a soil evaluation.
- Any development for cottage industries may require a commercial public works review if full dispersion is infeasible.