



**STORMWATER CONTROL PLAN PROJECT INFORMATION FORM**

**Include this completed form with the Stormwater Control Plan (SCP). For additional information, please review the Stormwater Control Plan Application Instructions.**

**SECTION 1: PROJECT INFORMATION FORM**

SCP Type (please check one):     Preliminary SCP     Final SCP    \_\_\_\_\_  
Date

**PROJECT & CONTACT INFORMATION**

Block # \_\_\_\_\_ / Lot # \_\_\_\_\_  
 Assessor's Parcel No (APN): \_\_\_\_\_ DBI Site or Building Permit No. (if applicable) \_\_\_\_\_  
 Project Name (Alias) \_\_\_\_\_  
 Project Street Address \_\_\_\_\_  
 Property Owner's Name \_\_\_\_\_  
 Property Owner's Address \_\_\_\_\_ ZIP \_\_\_\_\_  
 Property Owner's Phone No. \_\_\_\_\_ Property Owner's Email \_\_\_\_\_  
 Applicant's Name \_\_\_\_\_ Applicant's Firm Name \_\_\_\_\_  
 Applicant's Email Address \_\_\_\_\_ Applicant's Phone No. \_\_\_\_\_

**PROJECT DESCRIPTION**

Collection system type:

Total area of disturbed ground surface: \_\_\_\_\_ sq.ft. \_\_\_\_\_ acres  
 Total impervious surface area of EXISTING project: \_\_\_\_\_ sq.ft.  
 Total impervious surface area of PROPOSED project: \_\_\_\_\_ sq.ft.

Best Management Practices (BMPs) implemented (include area or volume of each BMP):

Flow-Through Planter	_____ sq.ft.	Drywell	_____ gal.
Rain Garden	_____ sq.ft.	Detention Vault	_____ gal.
Vegetated Roof	_____ sq.ft.	Cistern	_____ gal.
Permeable Paving	_____ sq.ft.	Other:	_____

Indicate with a check mark any of the following site conditions applicable to the project.

<input type="checkbox"/> Shallow depth to bedrock (<4')	<input type="checkbox"/> Shallow depth to groundwater table (<4')
<input type="checkbox"/> Maher Ordinance areas	<input type="checkbox"/> Contamination (potential legacy pollutants in soil or groundwater)

*For SFPUC Use Only:*

Received: _____	Reviewed: _____	<input type="checkbox"/> Resubmit <input type="checkbox"/> Approved
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## STORMWATER CONTROL PLAN PROJECT INFORMATION FORM

### TABLE OF CONTENTS

Please check each applicable box before submitting the SCP to confirm that all required documents are included and in the proper order. **Except where noted, all items should be included in both the Preliminary and the Final SCP. If any of the items listed below are omitted from the Preliminary SCP or Final SCP without an adequate explanation, the SCP will not be accepted for review and will be returned as incomplete.**

- Section 1: Project Information Form**
- Section 2: Project Narrative**
- Section 3: Calculation Summary and Table**
- Section 4: Stormwater Management Plan(s)**
- Section 5: Source Control**
- Section 6: BMP Maintenance Schedule**
- Section 7: BMP Inspection Checklist**
- Appendix A: Calculation Spreadsheets or Modeling Output**
- Appendix B: Supporting Documentation** (check only those included)
  - Percolation Test Pit Logs or Soils Test Results \*
  - Project Specifications for BMPs (relevant excerpts only) \*
  - BMP product sizing spreadsheets and specifications \*
  - BMP Product Information (Cut Sheets)
  - Soils Data, Boring Logs, or Soil Type Description (excerpts only)
  - Other: \_\_\_\_\_
- Appendix C: Construction Document Drawings** (check only those included)
  - Cover Sheet
  - Existing Conditions Plan (or Site Survey)
  - Site Plan
  - Materials Plan(s)
  - Grading Plan(s)
  - Sidewalk Improvement Permit drawing(s) \*
  - Drainage Plan(s)/ Utility Plan(s)
  - Landscape Plan(s)
  - Architectural Plan(s)
  - Plumbing Plan(s) \*\*
  - Detail Sheet(s)
- Appendix D: Draft Maintenance Agreement Template \*\*\***

\* As available, provide draft documents for Preliminary SCP to expedite Final SCP approval.

\*\* Not Required for the Preliminary SCP, unless proposing a Rainwater Harvesting (RWH) system.

\*\*\* Required only for the Final SCP, see Stormwater Control Plan Instructions.

Omitted Items: Explain briefly why any required items have been omitted from this SCP.



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**STATEMENT OF CERTIFICATION**

**For a Preliminary SCP submittal, the Statement of Certification must include the preparer’s name and license number or unsigned stamp. For a Final SCP submittal, the Statement of Certification must include the preparer’s name and license number with a signed and dated stamp.**

SCP for: \_\_\_\_\_  
*Project Street Address*

I have reviewed the full contents of this Stormwater Control Plan (SCP) including all supporting documents. I have determined that the SCP has been prepared in accordance with the requirements of the *San Francisco Stormwater Design Guidelines (Guidelines)* and that the attached construction documents adequately represent the proposed post-construction stormwater management controls.

\_\_\_\_\_  
*Printed name (design professional)*

\_\_\_\_\_  
*License Number*

*Stamp or Seal: (Signature and date for Final SCP)*

*Professional Civil Engineer or Registered Landscape Architect Licensed in the State of California*

**ATTENTION:**

1. The SFPUC review of the SCP is limited to ensuring compliance with the stormwater management approach(es), method(s), and sizing of proposed BMP(s) as required by the *Guidelines*. The Owner is responsible for ensuring that the proposed project obtains all necessary permits, and that the constructed facility complies with all applicable codes, operates properly, and protects public health and safety.
2. All projects that trigger the *Stormwater Design Guidelines (Guidelines)* are required to submit a Stormwater Control Plan (SCP) directly to the SFPUC. The SCP submittal is separate from any documentation submitted to the Department of Building Inspection (DBI) for a Site or Building Permit.
3. DBI will not issue a Site or Building Permit until the SFPUC approves the Preliminary SCP. DBI will not issue a Certificate of Final Completion (CFC) until the SFPUC approves the Final SCP and the Owner signs, submits and records the Maintenance Agreement.
4. The Owner is responsible for securing maintenance funding for all BMPs constructed in compliance with the *Guidelines*.
5. All projects that are required to submit a SCP for SFPUC approval must also request a DBI plumbing plan check during the Site or Building Permit review and again at the Addenda review.
6. All projects proposing to use on-site alternate water sources (i.e. RWH) to meet non-potable demands must submit the On-Site Non-Potable Project Application, which is available online (<http://sfwater.org/np>).
7. If RWH is proposed, the SFPUC will review for size, approach and routing only. RWH systems and components will be reviewed by the Department of Building Inspection for piping and fitting and by the Department of Public Health for treatment.