STORMWATER PERMIT APPLICATION CHECKLIST

Drainage plan review and approval by the City Engineer and the Public Works Department is required for all multi-lot developments, commercial site plans, and single-lot developments that are 1 acre or larger. Plan requirements and the review process are conducted as part of the City's subdivision and site plan applications and approval process. Contact the Roy City planning department for the subdivision and site plan application requirements. Stormwater related requirements are outlined below.

Subdivision and Site Plan Stormwater Approval Checklist

- **Submit the required information with subdivision and site plan applications to the Roy City Planning and Development Office**

____	Identify the point(s) of discharge to the Roy City storm drainage system.
____	Identify FEMA floodplain and floodway locations, if applicable.
____	Provide a Drainage Design Report on the State's template prepared by a professional civil engineer registered in the State of Utah. The Drainage Design Report shall include: - Details, calculations, and descriptions of methodology sufficient to verify compliance with all design requirements and standards - An analysis of LID feasibility based upon specific site conditions - Identification of LID BMPs (best management practices) included in the design (retention of the 80th percentile storm is required for feasible sites 1 acre and larger) - Soil drainage/infiltration properties
____	Provide mapping or design drawings that show existing and proposed drainage features and flow patterns with subbasin boundaries and flow directions.
____	Provide an analysis of excess capacity in the existing downstream stormwater facilities (if required by City Engineer).
____	Submit a soils report that includes the following drainage related information: soil types and classifications; minimum depth to groundwater level; and estimated or measured soil permeability. Measured permeability is preferred for design.
____	Identify existing and proposed drainage facilities including: storm drain pipes, inlets, manholes, cleanouts, swales, channels, LID features, and retention and detention basins.
____	Show existing and proposed site topography (2-foot maximum contour interval). The topography information should extend beyond the site (100 feet recommended) as required to identify any potential grading problems and impacts to adjoining properties.
____	Provide drainage easements for public facilities outside the public right-of-way.
____	Show engineering and design related features of the storm water pollution prevention plan (SWPPP) on the design drawings.
____	Address all review comments (when applicable)

Stormwater Permit Checklist

- **Submit the required information to Roy City Storm Water. awright@royutah.gov**

____	Complete and submit a SWPPP (Use the form provided by the Utah Department of Water Quality). (CGP template - for sites 1 acre or greater or part of a common plan of development. or CPP template - for sites less than 1 acre and for construction related to residential dwellings.
____	Complete the application for a Roy City Land Disturbance Permit. (all sites)
____	Provide a Storm Water Quality Report for sites over 1 acre
____	Provide a signed maintenance agreement for private stormwater facilities and post-construction best management practices. (if applicable)
____	Complete the Roy City SWPPP Compliance and Checklist Document
____	Obtain a Storm Water Construction Activities Permit (N.O.I.) (CGP or CPP) and Dust Control Permit from the Utah Division of Water Quality.
____	Submit copies of the Utah Division of Water Quality Permits to Roy City Storm Water.

- **You may obtain the following documents at Roy City Public Works, 801-774-1090. Or email awright@royutah.gov**

- **Roy City Land Disturbance Permit**
- **Storm Water Quality Report**
- **Maintenance Agreement**
- **Roy City SWPPP Compliance and Checklist Document**