

## ARTICLE 3

# Stormwater Documentation

### General Guidance:

The Office of Stormwater Management Design developed the [Project Planning and Design Guide \(PPDG\)](#) to provide guidance on the process and procedures for evaluating project scope and site conditions to determine the need for and feasibility of incorporating stormwater Best Management Practices (BMPs) into a project for compliance with the National Pollutant Discharge Elimination System (NPDES) permits. Within the PPDG, there is a standardized format to compile pertinent information necessary to evaluate potential stormwater impacts on a project called the Storm Water Data Report (SWDR). The SWDR has a narrative, multiple checklists and attachments that are used to document the stormwater decisions being made on a project, as well as compiling the necessary background information needed to make those decisions. A SWDR is required to be completed at each phase of a project. The intent of this process is to document background information and the stormwater decisions made for a project throughout each phase. So as a project proceeds, the SWDR from the previous phase will be used as the starting point so that efforts are not duplicated.

The level of detail in a PID-level SWDR should be commensurate with the level of detail in the PID document. Since the main purpose of the PSR-PDS is only to estimate the resources needed to complete PA&ED, the expected level of detail for a PSR-PDS SWDR is going to be much less than a regular Project Study Report SWDR. The PSR-PDS evaluation will mainly focus on determining if there will be any significant impacts to the project alternatives, right-of-way needs, or project costs due to the need to incorporate treatment BMPs for compliance with stormwater requirements. The Evaluation Documentation Form ([PPDG, Appendix E](#)) will be used to document the need to incorporate Treatment BMPs in a PSR-PDS.

The following topics would be considered to be the minimum information necessary to be able to provide an effective stormwater analysis during the PSR-PDS SWDR documentation process:

- List the Regional Water Quality Control Board(s) that are within the project limits.
- Will a 401 Certification be required?
- Are there any location specific requirements?
- Is there a potential for the project to create permanent water quality impacts?
- Determine the total estimated Disturbed Soil Area (nearest acre) for each project alternative.
- Will the project need coverage under the Construction General Permit (CGP)? If so, what is the estimated project Risk Level? (if required)
- Determine the estimated net new impervious area (nearest acre) for each project alternative.

- Will the project require the incorporation of Treatment BMPs? (complete the Evaluation Documentation Form)
- If treatment BMPs will be required, describe the considered Permanent BMPs and any additional right of way needs.
- Will steep slopes be created or disturbed? If so, describe any advanced erosion control needs.
- Is the project going to require a notification of Aerial Deposited Lead (ADL) reuse?
- What are the estimated costs for both permanent and temporary BMPs?

It should be noted that while the SWDR has a number of checklists and attachments, it is understood that much of the information will be gathered and/or determined during the PA&ED. To eliminate the potential of expending resources to gather information that may not be required, the Project Engineer should coordinate with the District/Regional Design Stormwater Coordinator during the Pre-PID meeting to come to an agreement of the expected level of documentation and to have a better understanding of the potential stormwater impacts within the project area. During this consultation, it will also be determined if additional information other than the topics listed above is warranted.

Pertinent information from the SWDR should be summarized within a stormwater section in the PSR-PDS PID.

During PA&ED, the normal stormwater documentation process will be followed.

For Statewide consistency, the template for a PSR-PDS SWDR will be similar to regular PID-level SWDR and will be located on the [Office of Stormwater Management – Design website](#).