SUPPORTING DOCUMENT
RESIDENTIAL STORMWATER WORKSHEET

This submittal worksheet will help determine what onsite stormwater management and/or erosion control measures are required for your project. After a technical review of your application and this worksheet, additional information may be required in order to finish processing your permit.

Applicant Name: _____ Assessor Tax Parcel #: _____

All information in this worksheet is required to be filled out for your permit application to be accepted

Section 1 - General Information

1. Total Disturbed Area: _____ square feet (This includes areas disturbed for installation of wells, septic drain fields, site preparation for structures, driveways, lawn and landscaped areas, and any additional clearing.)
2. Total Impervious Surface Area (new and/or replaced):
   a. Footprint of all structures:_____square feet
   b. Driveways, parking areas, patios, concrete or graveled walkways etc. _____ square feet
   c. Total of a. & b. _____ square feet
3. Information for the following 3 items may be found on the Kitsap County parcel search (https://psearch.kitsapgov.com/webappa/) or from a Community Development Permit Technician.
   a. Zoning Designation: _____ (in parcel search select "zoning" theme)
   b. Property is in a mapped census defined urban area or an urban growth area. (in parcel search select "critical drainage area" theme)

      ☐ YES ☐ NO

   c. Property is in a mapped critical drainage area per Building Limitations Map, Critical Drainage Map, or KCSDM Figures 10.1, 10.2, or 10.3.:

      ☐ YES (Please complete Engineered Residential Drainage Worksheet) ☐ NO
4. Does your property have any of the following features? Check all that apply:
   ☐ a. Waterfront lot
      ☐ i. Low bank (gentle slope, less than 8-foot drop to water)
      ☐ ii. Moderate or high bank (gentle to steep slopes, greater than 8-foot drop to water)
   ☐ b. Slopes greater than 15% (this equals about a 5-foot drop across 33 feet of ground horizontally)
   ☐ c. Slopes greater than 30% (this equals about a 10-foot drop across 33 feet of ground horizontally)
   ☐ d. Lot less than 1 acre in size surrounded by existing homes in subdivision built prior to 1996.
   ☐ e. Areas of property that are depressions, bogs, seeps, wetlands or seasonal standing water
   ☐ f. Stream, creek, or ravine with running water at least part of the year
   ☐ g. A greater than 1-acre lot in a rural zone, AND contains at least one of items a-f.

5. Will any construction activity or land-disturbing activity, including cutting of trees, occur on or within 200 feet of any of the features noted in question 4?

   ☐ YES (Engineered Residential Drainage Worksheet is required) ☐ NO

Section 2 – Thresholds for Review

Stormwater management falls into one of three categories for review. Use the information above and the sections below to guide you to the appropriate review process for your project:

If you answered **"YES"** to **Section 1, # 3.c, and/or #5,** you must fill out the Engineered Residential Drainage Worksheet.

Onsite Stormwater Management:

1. Does your project create more than 7000 sq. ft. of disturbed area?
   - ☐ YES –; (A SWPPP Narrative; SWPPP Drawing & Soil Management Plan are Required); Continue to #2
   - ☐ NO – Continue to #2

   ☐ SWPPP Narrative (2 copies)
   ☐ SWPPP Drawing (2 copies)
   ☐ Soil Management Plan (2 copies). See Soil Management Plan Brochure # 54

2. Does your project create more than 2000 sq. ft. of new or replaced impervious surface?
   - ☐ YES – (A SWPPP Narrative & SWPPP Drawing are Required) ***AND*** - Choose an on-site stormwater method shown in **Section 3**
   - ☐ NO – Continue to #3

   ☐ SWPPP Narrative (2 copies)
   ☐ SWPPP Drawing (2 copies)

   See section 3 if choosing Infiltration Pit or Rain Garden

3. If you answered "NO" to question 2 then no on-site stormwater mitigation is required. You may use splash blocks to disburse rooftop flows. Basic erosion and sediment control measures must still be implemented. ***Exception:*** If you answered "YES" to **Section 1, # 3.c, and/or #5** then on-site stormwater mitigation could be required.

Section 3 - Identify Onsite Stormwater Management

Stormwater Runoff Mitigation

There are several ways to mitigate stormwater runoff. Typical methods of providing stormwater management include the following Best Management Practices (BMPs).

Indicate which method you will use, and then use the checklist below the method to show compliance with code requirements for the chosen option.

☐ Infiltration Pit/Trench **(Soil Analysis Required)**

☐ Rain Garden **(Soil Analysis Required)**

☐ Dispersion Trench

☐ Engineer Designed Method ***(Requires Engineered Small Site Review (ESSR) & Additional Fee)***

Infiltration Pit/Trench (KCSDM Figure 5.1 shows a typical downspout infiltration trench system)
You must be able to show that you can meet each requirement (checkbox). If you cannot, you must choose another on-site stormwater method. If you cannot meet any on-site stormwater method, you must hire an engineer and apply for an Engineered Small Site Review (ESSR) or Site Development Activity Permit (SDAP).

- ☐ Location of infiltration pit/trench shown on SWPPP drawing **and** site plan.
- ☐ Soil Analysis Required - A soil analysis in the immediate area where the infiltration trench is proposed is a required permit submittal item. A soil sample must be obtained at a depth between 3.5 and 4 feet below the ground surface. The analysis, performed by a soils laboratory, determines the percent of soil retained by a #200 sieve. This information is used to determine the size of the trench.
- ☐ Distance from existing grade to hardpan (or seasonal high water table) is: _____ feet (Note: You must have a minimum 12" to hardpan or seasonal high water from the trench bottom in order to use this option.)
- ☐ All infiltration pits shall be located at least 10 feet from any structure, property line, or critical area.
- ☐ All infiltration systems must be at least 200 feet from the top of any slope greater than 30%. This setback may be reduced based on a geotechnical evaluation, but in no instances may it be less than the required top of slope buffer width.
- ☐ Infiltration pits shall not be built on slopes over 20%.
- ☐ Infiltration pits that are built on a slope between 15% and 20% require a geotechnical analysis.
- ☐ Infiltration systems that are downhill from or beside ***any*** drainfield or reserve drainfield must be setback at least 10 feet.
- ☐ Infiltration systems that are uphill from ***any*** drainfield or reserve drainfield must be setback at least 30 feet.
- ☐ Infiltration systems must be at least 50' from ***any*** private well.
- ☐ Infiltration systems must be at least 100' from ***any*** public well. **Reduction possible with Health District Waiver*
- ☐ Maximum length of trench must not exceed 100 feet from the inlet sump.
- ☐ Minimum spacing between separate trenches must be a minimum of 6 feet (measured from centerline)
- ☐ Infiltration located in fill requires an Engineered Small Site Review (ESSR) with additional fee.
- ☐ Trenches may be located under pavement if a catch basin with grate cover is placed at the end of the trench. Overflow out of the catch basin must occur at an elevation at least one foot below that of the pavement, and in a location which can accommodate the overflow without creating a significant adverse impact to downhill properties or drainage systems. This is intended to prevent saturation of the pavement.

Raingarden
You must be able to show that you can meet each requirement (checkbox). If you cannot, you must choose another on-site stormwater method. If you cannot meet any on-site stormwater method, you must hire an engineer and apply for an Engineered Small Site Review (ESSR) or Site Development Activity Permit (SDAP)

- ☐ Location of raingarden shown on SWPPP drawing **and** site plan.
- ☐ Soil Analysis Required - A soil analysis in the immediate area where the raingarden is proposed is a required permit submittal item. A soil sample must be obtained at a depth between 3.5 and 4 feet below the ground surface. The analysis, performed by a soils laboratory, determines the percent of soil retained by a #200 sieve. This information is used to determine the size of the raingarden.
- ☐ Distance from existing grade to hardpan (or seasonal high water table) is: _____ feet (Note: You must have a minimum 12" to hardpan or seasonal high water from the trench bottom in order to use this option.)
- ☐ All raingardens shall be located at least 10 feet from any structure, property line, or sensitive area.
- ☐ All raingardens must be at least 200 feet from the top of any slope greater than 30%. This setback may be reduced based on a geotechnical evaluation, but in no instances may it be less than the required top of slope buffer width.
- ☐ Raingardens shall not be built on slopes over 20%.
- ☐ Raingardens that are built on a slope between 15% and 20% require a geotechnical analysis.
- ☐ Raingardens that are downhill from or beside ***any*** drainfield or reserve drainfield must be setback at least 10 feet.

- ☐ Raingardens that are uphill from ***any*** drainfield or reserve drainfield must be setback at least 30 feet.
- ☐ Raingardens must be at least 50' from ***any*** private well.
- ☐ Raingardens must be at least 100' from ***any*** public well. **Reduction possible with Health District Waiver*

Dispersion Trench

You must be able to show that you can meet each requirement (checkbox). If you cannot, you must choose another on-site stormwater method. If you cannot meet any on-site stormwater method, you must hire an engineer and apply for an Engineered Small Site Review (ESSR) or Site Development Activity Permit (SDAP)

- ☐ Location of dispersion trench (For every 700 square feet of rooftop area; 10 lineal feet of trench length is required) shown on SWPPP drawing **and** site plan.
- ☐ Distance from existing grade to hardpan (or seasonal high water table) is: _____ feet (Note: You must have a minimum 12" to hardpan or seasonal high water from the trench bottom in order to use this option.)
- ☐ The entire length of the trench must have a 50' native vegetation flow path.
- ☐ Vegetative dispersion area must not exceed 15% slope.
- ☐ Dispersion trenches require that a certain percentage of the property be left in a natural vegetative state. (See the Kitsap County LID Manual Table 5.1 for guidance.)
- ☐ Dispersion trench must be oriented parallel to topographic contours.
- ☐ **A site plan (8 ½" x 11") is required which clearly shows the area preserved in a natural vegetative state. Site plan must have a clean 1" boarder for recording purposes.** This site plan will accompany a covenant (prepared by DCD) which states you are preserving this area for stormwater mitigation. This covenant must be recorded prior to final inspection.

Other Describe the options you wish to use. Refer to the Kitsap County Low Impact Design (LID) Manual for guidance and requirements:

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For additional information please visit our website or ask at the front counter for these informational brochures:

#53 Construction Stormwater Pollution Prevention Plan (SWPPP)
#54 Soil Management Plans
#57 Site Development Activity Permit (SDAP)

If you have questions on any of the information provided, please feel free to call (360) 337-5777 to email us a help@kitsap1.com to submit your question regarding application assistance. An Engineering Technician will reply to your questions within 3 business days.