



**City of Encinitas  
Stormwater Intake Form for All Developments  
and Standard / Basic Project SWQMP**

<b>Project Identification</b>			
Project/Applicant Name:			
Permit/Application Number:	Date:		
Site Address:	APN:		
Scope of work/project description:			
<b>Determination of Project Status and Requirements</b>			
This form will identify permanent, post construction BMP requirements. Refer to City of Encinitas Stormwater BMP Design Manual for guidance.			
<b>Step 1:</b> Is the project a "development project"? Development projects are defined as "construction, rehabilitation, redevelopment, or reconstruction of any public or private projects". See Section 1.3 and Table 1-2 of the manual for guidance. For example, interior remodels, roof replacements, and electrical and plumbing work are not development projects.	<input type="checkbox"/> Yes	<b>Go to Step 2.</b>	
	<input type="checkbox"/> No	<b>Stop.</b> Permanent BMP requirements do not apply. No SWQMP will be required. Provide discussion below.	
If "No", provide discussion / justification explaining why the project is <u>not</u> a "development project":			
<b>Step 2:</b> Complete questions below for Project Type Determination. The project is (select one): <input type="checkbox"/> New Development <input type="checkbox"/> Redevelopment			
The total proposed, newly created and/or replaced impervious area is: _____ ft <sup>2</sup>			
Is the project in any of the following categories, (a) through (f) below?			
Yes <input type="checkbox"/>	No <input type="checkbox"/>	(a)	New development projects or redevelopment projects that create and/or replaced 10,000 square feet or more of impervious surfaces (collectively over the entire project site). This includes commercial, industrial, residential, mixed-use, and public development projects.
Yes <input type="checkbox"/>	No <input type="checkbox"/>	(b)	Redevelopment projects that create and/or replace 5,000 square feet or more of impervious surface (collectively over the entire project site on an existing site of 10,000 square feet or more of impervious surfaces). This includes commercial, industrial, residential, mixed-use, and public development projects.
Yes <input type="checkbox"/>	No <input type="checkbox"/>	(c)	New and redevelopment projects that create and/or replace 5,000 square feet or more of impervious surface (collectively over the entire project site), and support one or more of the following uses: (i) Restaurants. This category is defined as a facility that sells prepared foods and drinks for consumption, including stationary lunch counters and refreshment stands selling prepared foods and drinks for immediate consumption (SIC code 5812).



			<p>(ii) Hillside development projects. This category includes development on any natural slope that is twenty-five percent or greater.</p> <p>(iii) Parking lots. This category is defined as a land area or facility for the temporary parking or storage of motor vehicles used personally, for business, or for commerce.</p> <p>(iv) Streets, roads, highways, freeways, and driveways. This category is defined as any paved impervious surface used for the transportation of automobiles, trucks, motorcycles, and other vehicles.</p>
Yes <input type="checkbox"/>	No <input type="checkbox"/>	(d)	<p>New or redevelopment projects that create and/or replace 2,500 square feet or more of impervious surface (collectively over the entire project site), and discharge directly to an Environmentally Sensitive Area (ESA). "Discharge directly to" includes flow that is conveyed overland a distance of 200 feet or less from the project to the ESA, or conveyed in a pipe or open channel any distance as an isolated flow from the project to the ESA (i.e. not commingled with flows from adjacent lands).</p> <p><u>Note: ESAs are areas that include but are not limited to all Clean Water Act Section 303(d) impaired water bodies; areas designated as Areas of Special Biological Significance by the State Water Board and SDRWQCB; State Water Quality Protected Areas; water bodies designated with the RARE beneficial use by the State Water Board and SDRWQCB; and any other equivalent environmentally sensitive areas which have been identified by the Copermittees. See manual Section 1.4.2 for additional guidance.</u></p>
Yes <input type="checkbox"/>	No <input type="checkbox"/>	(e)	<p>New development projects, or redevelopment projects that create and/or replace 5,000 square feet or more of impervious surface, that support one or more of the following uses:</p> <p>(i) Automotive repair shops. This category is defined as a facility that is categorized in any one of the following SIC codes: 5013, 5014, 5541, 7532-7534, or 7536-7539.</p> <p>(ii) Retail gasoline outlets. This category includes retail gasoline outlets that meet the following criteria: (a) 5,000 square feet or more or (b) a projected Average Daily Traffic of 100 or more vehicles per day.</p>
Yes <input type="checkbox"/>	No <input type="checkbox"/>	(f)	<p>New or redevelopment projects that result in the disturbance of one or more acres of land and are expected to generate pollutants post construction.</p> <p><i>Note: See BMP manual for exclusions specific to this category.</i></p>
<p>Does the project meet the definition of one or more of the PDP categories (a) through (f) listed above?</p> <p><input type="checkbox"/> Yes – <b>The project is a <u>Priority Development Project</u>, the applicant shall provide PDP Post Construction BMPs and provide a PDP SWQMP. <i>Stop here and complete PDP SWQMP.</i></b></p> <p><input type="checkbox"/> No – Does the project propose <u>500 SF</u> or more of new and/or replaced impervious surface area?</p> <p><input type="checkbox"/> Yes – <b>The project is a <u>Standard Project</u>, the applicant shall implement Structural Post Construction BMPs, site design, and source control BMPs. <i>Complete Step 3, 4, &amp; 5.</i></b></p> <p><input type="checkbox"/> No – <b>The project is a <u>Basic Project</u>, the applicant shall implement site design and source control measures. <i>Complete Step 3 &amp; 4.</i></b></p>			



**Step 3: Source Control BMP Checklist – All “Development Projects” Must Complete**

All development projects must implement source control BMPs SC-1 through SC-6 where applicable and feasible. See Chapter 4 and Appendix E of the manual for information to implement source control BMPs shown in this checklist.

Answer each category below pursuant to the following.

- "Yes" means the project will implement the source control BMP as described in Chapter 4 and/or Appendix E of the manual. Discussion / justification is not required.
- "No" means the BMP is applicable to the project but it is not feasible to implement. Discussion / justification must be provided.
- "N/A" means the BMP is not applicable at the project site because the project does not include the feature that is addressed by the BMP (e.g., the project has no outdoor materials storage areas). Discussion / justification may be provided.

Source Control Requirement	Applied?		
<b>SC-1</b> Prevention of Illicit Discharges into the storm drain	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
<b>SC-2</b> Storm Drain Stenciling or Signage	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
<b>SC-3</b> Protect Outdoor Materials Storage Areas from Rainfall, Run-On, Runoff, and Wind Dispersal	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
<b>SC-4</b> Protect Materials Stored in Outdoor Work Areas from Rainfall, Run-On, Runoff, and Wind Dispersal	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
<b>SC-5</b> Protect Trash Storage Areas from Rainfall, Run-On, Runoff, and Wind Dispersal	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
<b>SC-6</b> Additional BMPs Based on Potential Sources of Runoff Pollutants (must answer for each source listed below)			
<input type="checkbox"/> Onsite storm drain inlets	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
<input type="checkbox"/> Interior floor drains and elevator shaft sump pumps drain to sewer	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
<input type="checkbox"/> Interior parking garages drain to sewer	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
<input type="checkbox"/> Need for future indoor & structural pest control	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
<input type="checkbox"/> Landscape/outdoor pesticide use	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
<input type="checkbox"/> Pools, spas, ponds, decorative fountains, and other water features	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
<input type="checkbox"/> Food service	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
<input type="checkbox"/> Refuse/Trash areas must be covered	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
<input type="checkbox"/> Industrial processes	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
<input type="checkbox"/> Outdoor storage of equipment or materials must be covered	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
<input type="checkbox"/> Vehicle and equipment cleaning	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
<input type="checkbox"/> Vehicle/equipment repair and maintenance	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
<input type="checkbox"/> Fuel dispensing areas	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
<input type="checkbox"/> Loading docks	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
<input type="checkbox"/> Fire sprinkler test water	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
<input type="checkbox"/> Miscellaneous drain or wash water	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
<input type="checkbox"/> Plazas, sidewalks, and parking lots	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A

Discussion / justification if SC-1 through SC-6 not implemented. Justification must be provided for ALL "No" answers shown above.



**Step 4: Site Design BMP Checklist – All “Development Projects” Must Complete**

All development projects must implement site design BMPs SD-1 through SD-8 where applicable and feasible. See Chapter 4 and Appendix E of the manual for information to implement site design BMPs shown in this checklist.

Answer each category below pursuant to the following.

- "Yes" means the project will implement the site design BMP as described in Chapter 4 and/or Appendix E of the manual. Discussion / justification is not required.
- "No" means the BMP is applicable to the project but it is not feasible to implement. Discussion / justification must be provided.
- "N/A" means the BMP is not applicable at the project site because the project does not include the feature that is addressed by the BMP (e.g., the project site has no existing natural areas to conserve). Discussion / justification may be provided.

Source Control Requirement	Applied?		
<b>SD-1</b> Maintain Natural Drainage Pathways and Hydrologic Features	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
<b>SD-2</b> Conserve Natural Areas, Soils, and Vegetation	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
<b>SD-3</b> Minimize Impervious Area	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
<b>SD-4</b> Minimize Soil Compaction	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
<b>SD-5</b> Impervious Area Dispersion - Directly Connected Impervious Areas (e.g. roof downspouts connected to street) are not allowed	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
<b>SD-6</b> Runoff Collection	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
<b>SD-7</b> Landscaping with Native or Drought Tolerant Species	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
<b>SD-8</b> Harvesting and Using Precipitation	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A

Discussion / justification if SD-1 through SD-8 not implemented. Justification must be provided for ALL "No" answers shown above.

**Step 5: Standard Project BMP Sizing for ≥500sf New/Replaced Impervious Surface Areas**

Projects that create and/or remove and replace 500sf or greater of impervious surface collectively over the entire project site shall provide natural biofiltration and/or bioretention BMPs. The applicant may use the Design Capture Volume method (attach calculations hereon; see Appendix B of BMP Design Manual), or may utilize the following calculation:

$$\text{MINIMUM EFFECTIVE BMP AREA} = 0.04 \times \text{Total new and/or removed and replaced impervious surfaces}$$

Describe the selected Structural BMP Design including type, location, size, etc. below:



**Project Owner's Certification:**

I hereby acknowledge that my project is subject to the stormwater quality regulations of the City of Encinitas and certify that my project will provide satisfactory stormwater quality measures both during the construction process and afterwards.

If my project is designated as a Priority or a Standard Project, I further acknowledge my understanding that the permanent stormwater treatment features must remain in place, be inspected at least once annually, and be maintained in good working order. Removal or modification of these features without prior City authorization is prohibited.

I certify that I have reviewed the information contained in this form and verified that it is both complete and correct.

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Company Name

**Agent's Certification:**

I hereby certify that this project will be designed in conformance with the stormwater quality regulations of the City of Encinitas.

I certify that I have reviewed the information contained in this form and verified that it is both complete and correct.

\_\_\_\_\_  
Signature of Agent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Working Capacity of Agent (architect, engineer)

Place Professional Seal Above