



Village of Hampshire

234 S. State Street, Hampshire, IL 60140
Phone: 847-683-2181 ▪ www.hampshireil.org

STORMWATER PERMIT APPLICATION PACKET

Please refer to Kane County and Certified Community Stormwater Management Ordinances for definitions of technical terms in bold and referenced Ordinance sections for additional information.

Village Contacts:

Primary:

Tim Paulsen, P.E., CFM
Village Engineer - Engineering Enterprises Inc.
52 Wheeler Road
Sugar Grove, IL 60554
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General Development:

Mo Khan
Assistant Village Manager for Development
234 S. State Street
P.O. Box 457
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Step 1:

Is a Stormwater Management Permit Required (Section 9-28 A):

- A. Does the project disturb more than 5,000 sq ft of ground or involve 250 CY of material or more?
- B. Is the project in a **Floodplain** or is there **Floodplain** on the **Site** (including renovations or repairs to existing structures in the **Floodplain**)?
- C. Does the project impact a **Wetland**?
- D. Does the site have an existing **Detention Storage Facility** and new **Impervious Area** is being added that is not accounted for in the **Detention Storage Facility**?

If you answered YES to any of the above questions, PROCEED TO STEP 2

If you answered NO to all of the above questions, a **Stormwater Management Permit** is NOT required, however, **Erosion and Sedimentation Control Practices** (Article III) are required for all projects regardless of whether a permit is required or not.

Step 2:

Calculate Stormwater Management Measure Triggers (Table 9-81):

- A. **Hydrologically Disturbed Area** (proposed as part of this application) _____ acre(s)
- B. **New Impervious Area** since Jan 1, 2002 (existing) _____ sq ft
- C. **New Impervious Area** (proposed as part of this application) _____ sq ft
- D. CALCULATE total **New Impervious Area** (SUM B+C=D) _____ sq ft

Redevelopment Only:

- E. Existing **Impervious Area** to be removed (as part of this application) _____ sq ft
- F. CALCULATE **Net New Impervious Area** (SUBTRACT D-E = F) _____ sq ft

PROCEED TO STEP 3

Step 3:

Stormwater Mitigation/BMP Submittal (Article V):

- A. Is there an existing flooding or drainage issue in the immediate vicinity of the project?
- B. Is the **New** or **Net New Impervious Area** (proposed as part of this application - Step 2 C or Step 2 F) greater than 5,000 sq ft?
- C. Linear projects: is the **New** or **Net New Impervious Area** (proposed as part of this application- Step 2 C or Step 2 F) > 43,560 sq ft?
- D. Is the **Hydrologically Disturbed Area** greater than 3 acres?
- E. Is the Total **Impervious Area** on the **Site** greater than 50% (for a **Site** <1 acre)

If you answered YES to any of the above questions, a Stormwater Mitigation/BMP may be required

PROCEED TO STEP 4

| |
|-------------------------------------|
| Stormwater Mitigation/BMP Submittal |
| <input type="checkbox"/> Yes |
| <input type="checkbox"/> No |

Step 4:

Stormwater Submittal (Article IV):

- A. Is the **New** or **Net New Impervious** (Step 2 D or Step 2 F) greater than 25,000 sq ft?
- B. Linear projects: is the **New** or **Net New Impervious** (Step 2 D or Step 2 F) > 43,560 sq ft and width >AASHTO?
- D. Is the **Hydrologically Disturbed Area** greater than 3 acres?

If you answered YES to any of the above questions, a Stormwater Submittal and Detention Storage Facility may be required

PROCEED TO STEP 5

| |
|------------------------------|
| Stormwater Submittal |
| <input type="checkbox"/> Yes |
| <input type="checkbox"/> No |

Step 5:

Wetland and Floodplain Submittal (Article VII and Article VI):

- A. Does the **Site** contain or is adjacent to a **Linear Watercourse, Nonlinear Waterbody** or **Wetlands**?
- B. Does the **Site** contain **Floodplain**?

If a **Qualified Review Specialist** has answered YES to either question above, a **Wetland and/or Floodplain Submittal** may be required

PROCEED TO STEP 6

| |
|------------------------------|
| Wetland Submittal |
| <input type="checkbox"/> Yes |
| <input type="checkbox"/> No |

| |
|------------------------------|
| Floodplain Submittal |
| <input type="checkbox"/> Yes |
| <input type="checkbox"/> No |

Step 6:

What's Next?:

- A. Use the Kane County Stormwater Ordinance for additional information on required submittals. Contact the Village to address questions or confirm submittal requirements
- B. Complete the **Stormwater Management Permit** application for the **Certified Community**
- C. Complete the submittals required for the project including the Plan Set Submittal (Article II), Soil Erosion and Sedimentation Control, Performance Security (Article VIII) and Maintenance Schedule (Article IX) in addition to submittals required above.



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STORMWATER PERMIT APPLICATION

Fees (check all that apply)

- Application for Permit \$250.00
- Application for Variance \$250.00 Total: \$_____
- Other: _____

Applicant Name

Company _____
 Address _____
 City, State ZIP _____
 Telephone No. _____
EMAIL _____

Owner Name(s)

Company _____
 Address _____
 City, State ZIP _____
 Telephone No. _____
EMAIL _____

Developer Name

Company _____
 Address _____
 City, State ZIP _____
 Telephone No. _____

Project Information:

Common Address of Development _____

Legal Description (attach if necessary): _____

Parcel Identification Number(s) (PIN): _____

Project Name _____

Area of Distribution/Land Cover Change (Acre) _____

- Stormwater Management Table (9-81)**
- New Impervious Area since Jan. 1, 2002 (existing) _____ sq ft
 - New Impervious Area (proposed with this application) _____ sq ft
 - Existing Impervious surface to be removed _____ sq ft
 - Net (New) Impervious Area _____ sq ft

Project Narrative: (or attach as necessary)

| FOR OFFICE USE ONLY | | |
|---|--|--|
| The site contains the following special management area(s): | | |
| Floodplain | Floodway | Wetlands |
| <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| If any of the above are checked "Yes," additional submittals may be required. | | |
| Name: | | QERS Exp. Date: |
| Signature: | | Date: |

Attachments submitted as part of this Permit Application:

| Items | Included (Y/N)? | Details (If not included, please explain) |
|--|-----------------|---|
| Plan Set | | |
| Subsurface Drainage Investigation Report | | |
| Engineer's Estimate of Probable Cost | | |
| Transportation Approval / Concurrence | | |
| Copies of other relevant permits or approvals (include applications if permits have not been issued) | | |
| Copy of a completed Joint Application form with transmittal letters to the appropriate agencies (wetland or floodplain submittal). | | |
| Names, addresses and phone numbers of all adjoining property owners within 250 feet of the development | | |
| Stormwater Submittal | | |
| Stormwater Mitigation/BMP/WBM Submittal | | |
| Floodplain Submittal | | |
| Wetland Submittal | | |
| Performance Security Submittal | | |
| Maintenance Schedule & Funding Submittal | | |

I hereby certify that all information presented in this application is true and accurate to the best of my knowledge. I have read and understand the Kane County Stormwater Management Ordinance, and fully intend to comply with its provisions.

Signature of Developer

Date

I have read and understand the Kane County Stormwater Management Ordinance, and fully intend to comply with its provisions.

Signature of Owner

Date

Submit to: Tim Paulsen, P.E., CFM
Village Engineer
52 Wheeler Road
Sugar Grove, IL 60554
T: (630) 466-6727 F: (630) 466-6701
tpaulson@eeiweb.com

CC: Mo Khan
Asst. Village Manager for Development
234 S. State Street
P.O. Box 457
Hampshire, IL 60140
T: (224) 833-4916
mkhan@hampshireil.org

STORMWATER PERMIT SUBMITTAL CHECKLIST

PLAN SET SUBMITTAL (9-32)

| Identifier | Requirement | Comments | Completed |
|--|---|----------|-----------|
| PS-1 | All drawings should be signed and sealed by a P.E. | | |
| Site Topographic Map: | | | |
| PS-2 | Map scales at 1 inch = 100 feet (or less) and accurate to +/- 0.5 feet | | |
| PS-3 | Existing and proposed contours on-site and within 100 feet of Site | | |
| PS-4 | Existing and proposed drainage patterns and Watershed boundaries | | |
| PS-5 | Pre-Development regulatory Floodplain/Floodway limits | | |
| PS-6 | Post-Development regulatory Floodplain/Floodway limits | | |
| PS-7 | Location of cross-sections and any other modeled features | | |
| PS-8 | Location of Subsurface Drainage Systems | | |
| PS-9 | Boundaries of all Linear Watercourses, Nonlinear Waterbodies, Wetlands, and Buffers, with normal water elevations | | |
| PS-10 | Existing and proposed Impervious Area & Net New Impervious Area | | |
| PS-11 | Location of all Buildings on the Site | | |
| PS-12 | Nearest base flood elevations | | |
| PS-13 | North American Vertical Datum of 1988 (NAVD 88) and reference benchmarks used | | |
| PS-14 | All contours used in the calculation of Depressional Storage highlighted | | |
| General Plan View Drawing (may be more than one for clarity): | | | |
| PS-15 | Map scales at 1 inch = 100 feet (or less) and accurate to +/- 0.5 feet contour interval | | |
| PS-16 | Existing Major and Minor Stormwater systems | | |
| PS-17 | Proposed Major and Minor Stormwater systems | | |
| PS-18 | Design details for Stormwater Management Measures | | |
| PS-19 | Scheduled maintenance program for Stormwater Management Measures, Major and Minor Stormwater Systems, and Subsurface Drainage Systems | | |
| PS-20 | Identification of persons responsible for maintenance | | |
| PS-21 | Permanent public access maintenance easements granted or dedicated to, and accepted by, a government entity | | |
| PS-22 | Proposed Regulatory Floodplain and Floodway location (with the Base Flood Elevations and Flood Protection Elevations noted) | | |
| PS-23 | Existing Linear Watercourses, Nonlinear Waterbodies, Wetlands, and Buffers | | |
| PS-24 | All plan areas at elevations below the high water elevation of Detention Storage Facilities highlighted | | |
| PS-25 | Where the two-tenths percent (0.2%) and the one percent (1%) regulatory Flood profile are available, the plan limit of the Floodplain | | |
| Erosion and Sedimentation Control Plan: | | | |
| PS-26 | Drawings at the same scale as the Site topographical map | | |
| PS-27 | Existing and proposed roadways, Structures, parking lots, driveways, sidewalks and other Impervious surfaces | | |
| PS-28 | Existing soil types, vegetation and land cover conditions | | |
| PS-29 | Limits and acreage of disturbance | | |
| PS-30 | Location of all Special Management Areas | | |
| PS-31 | Location of all Erosion and Sedimentation Control Practices | | |
| PS-32 | Details for all proposed Erosion and Sedimentation Control Practices | | |
| PS-33 | List of maintenance tasks for all Erosion and Sedimentation Control Practices | | |
| PS-34 | Schedule for implementation and maintenance of Erosion and Sedimentation Control Practices and stabilization | | |

| Identifier | Requirement | Comments | Completed |
|----------------------------------|---|----------|-----------|
| PS-35 | The name, address and phone number at which the Person responsible for Erosion and Sedimentation Control Practices may be reached on a twenty-four (24) hour basis. | | |
| Vicinity Topographic Map: | | | |
| PS-36 | Vicinity topographic map identifying the upstream Drainage Area to the Development and downstream receiving Channel (a two foot (2') contour map is preferred) | | |
| PS-37 | Watershed boundaries for the Drainage Area through or from the Development | | |
| PS-38 | Soil types related to hydrologic soils group, vegetation and land cover affecting Runoff upstream of the Site for any upstream Drainage Area | | |
| PS-39 | Location of Site with the major Watershed(s) | | |
| PS-40 | Overland Flow Path from the downstream end of the Development to the receiving Channel | | |

STORMWATER SUBMITTAL (9-86)

| Identifier | Requirement | Comments | Completed |
|--|---|----------|-----------|
| SW-1 | Narrative description of the existing and proposed Site drainage patterns and conditions and off-site conditions | | |
| SW-2 | Schedule for implementation of the site's stormwater management plan | | |
| Site Runoff Calculations: | | | |
| SW-3 | On-site and off-site Runoff calculations used to calculate hydrologic and hydraulic conditions for sizing Major Stormwater Systems and Minor Stormwater Systems | | |
| SW-4 | Cross section data for Open Channels | | |
| SW-5 | Hydraulic grade line and water surface elevations under design flow conditions | | |
| SW-6 | Hydraulic grade line and water surface elevations under Base Flood flow conditions | | |
| Site Runoff and Storage Calculations: | | | |
| SW-7 | Calculation of existing Impervious Areas, New Impervious Areas, and Net New Impervious Areas | | |
| SW-8 | Documentation of the procedures and assumptions used to calculate hydrologic and hydraulic conditions for determining the Allowable Release Rate; | | |
| SW-9 | Documentation of the procedures and assumptions used to calculate on-site Depressional Storage | | |
| SW-10 | Documentation of the procedures and assumptions used to calculate hydrologic and hydraulic conditions for determining the detention storage volume | | |
| SW-11 | Elevation and storage data and calculations for detention volume | | |
| SW-12 | Elevation and discharge data and calculations specifically related to the Restrictor depicted in the engineering drawings | | |

**STORMWATER MITIGATION/BEST MANAGEMENT PRACTICES (BMPs) AND WATERSHED
BENEFIT MEASURES SUBMITTAL (9-110)**

| Identifier | Requirement | Comments | Completed |
|-------------------|---|-----------------|------------------|
| SM-1 | A narrative description documenting compliance with the requirements of Article V | | |
| SM-2 | Anticipated pollutants of concern based upon proposed Development land use | | |
| SM-3 | A listing and discussion of all BMPs or Watershed Benefit Measures to be used and how they will mitigate water quality and quantity impacts of the proposed Development | | |
| SM-4 | A description of soils on-site. For BMP's include: infiltration rates, percentage of clay, proximity to private and community wells; and depth to Seasonal High Groundwater Table, bedrock, or limiting layer | | |
| SM-5 | For native vegetated BMPs or Watershed Benefit Measures provide; seeding and planting locations, specifications, and methodology; schedule for installation; and maintenance and monitoring provisions | | |
| SM-6 | For Category I BMPs provide: existing Impervious Area and New Impervious Area; the required Volume Reduction; and quantifiable storage | | |
| SM-7 | For Category II BMPs provide; existing Impervious Area and New Impervious Areas; required Volume Reduction; storage provided in each proposed BMP; Calculations for pretreatment BMPs, pollutant removal rates, and the drawdown time for each BMP | | |
| SM-8 | For Watershed Benefit Measures provide: existing and proposed Runoff; If storage based, the required volume, if water quality based, the treatment acreage; if area based, the square footage; if constructed Wetland, calculations for hydrology; and calculations to demonstrate no adverse impacts | | |
| SM-9 | An opinion of probable cost to construct, maintain and monitor | | |
| SM-10 | Drawings including: a plan view and cross sections of each BMP or Watershed Benefit Measure | | |
| SM-11 | If native vegetated: a planting plan and maintenance and monitoring provisions | | |
| SM-12 | The proposed easement or Declaration of Restriction and Covenant to be recorded upon completion of the project | | |

FLOODPLAIN SUBMITTAL (9-145)

| Identifier | Requirement | Comments | Completed |
|------------|--|----------|-----------|
| FP-1 | Regulatory Floodplain boundary determination | | |
| FP-2 | Provide source of Flood profile information | | |
| FP-3 | Provide all hydrologic and hydraulic study information for site specific Floodplain studies, unnumbered Zone A area elevation determinations, and Floodplain map revisions | | |
| FP-4 | Floodway hydrologic and hydraulic analyses for the following conditions: | | |
| FP-5 | Existing conditions (land use and stream system) | | |
| FP-6 | Proposed conditions (land use and stream system) | | |
| FP-7 | Tabular summary of 100-year flood elevations and discharges for existing and proposed conditions | | |
| FP-8 | Calculations used for model development | | |
| FP-9 | Floodplain fill and Compensatory Storage calculations for below and above 10-year flood elevation | | |
| FP-10 | Tabular summary for below and above 10-year Flood elevation of fill, Compensatory Storage, and Compensatory Storage ratios provided in proposed plan | | |
| FP-11 | Floodproofing measures | | |
| FP-12 | Narrative discussion of Floodproofing measures including material specifications, calculations, design details, operation summary, etc. | | |
| FP-13 | Flood easements when required by the Ordinance or local jurisdiction | | |
| FP-14 | Statewide and Regional self-issuing permits (Statewide permits nos. 1 through 14 and Regional Permit No. 3 | | |

WETLAND SUBMITTAL (9-180)

| Identifier | Requirement | Comments | Completed |
|----------------------------|--|----------|-----------|
| WL-1 | Wetland Delineation Report (USACE format) | | |
| WL-2 | Calculation of required Buffer width | | |
| WL-3 | Illinois Department of Natural Resources threatened or endangered species (termination letter or other instrument of approval) | | |
| WL-4 | USFWS review procedure of site | | |
| WL-5 | One of the following from USACE; Jurisdictional Determination (JD), Letter of No Objection (LONO), or USACE permit | | |
| WL-6 | A narrative of proposed Wetland Impacts and means of Mitigation | | |
| WL-7 | Indirect impact calculations | | |
| WL-8 | For proposed Developments that will change the size of a Wetland through direct impacts via dredging or filling: the proposed to existing conditions Runoff volume ratio | | |
| WL-9 | If Wetland Impacts will be mitigated within a Wetland Mitigation Facility: a description of the proposed hydrologic regime, soils and Site geomorphology, specifications for rough and final grading, soil types soils placement, plant procurement, water control structures, a planting plan, maintenance and monitoring | | |
| WL-10 | If Linear Watercourses are modified: calculations for bank stabilization, channel width, depth, sinuosity, pool and riffles; specifications for bank stabilization measures, in-stream practices and planting plan; cost estimate | | |
| Plan View Drawings: | | | |
| WL-11 | All Linear Watercourses, nonlinear waterbodies, and Wetlands on-site or within one hundred feet (100') of the Site | | |
| WL-12 | All Buffers with the width labeled | | |
| WL-13 | Proposed Wetland and Buffer impacts | | |
| WL-14 | Wetland summary table | | |
| WL-15 | Identification of easement areas | | |
| WL-16 | If Wetland Impacts will be mitigated within a Wetland Mitigation Facility, a plan including: planting plan, plant list and maintenance and monitoring provisions | | |
| WL-17 | If Linear Watercourses are modified, a stream restoration plan including: plan, profile and cross sections of the existing and proposed stream; length of the existing and proposed Linear Watercourse; location and type of streambank stabilization measures; planting plan and Buffer | | |
| WL-18 | If Buffer averaging or re-establishment will occur on-site: Planting plan, acreage of Plant Communities and plant list, maintenance and monitoring provisions | | |

SECURITY SUBMITTAL (9-203)

| Identifier | Requirement | Comments | Completed |
|------------|---|----------|-----------|
| SS-1 | Estimate of Probable Cost to construct stormwater facilities. | | |
| SS-2 | Schedule for the completion of stormwater facilities. | | |
| SS-3 | Irrevocable letter of credit for 110% of estimated probable cost to construct the stormwater facilities. | | |
| SS-4 | Right to draw on the security statement - signed by the holder of the security. | | |
| SS-5 | Right to enter the development site to complete required work that is not completed according to schedule. | | |
| SS-6 | Indemnification statement - signed by developer. | | |
| SS-7 | Irrevocable letter of credit for 110% of estimated probable cost to install sediment and erosion control facilities. | | |
| SS-8 | Right to draw on the security statement - signed by the holder of the security. | | |
| SS-9 | Right to enter the development site to complete required work that is not installed and maintained according to schedule. | | |
| SS-10 | Statement that indicates that the lending institution capital resources at least \$10,000,000, or as authorized. | | |
| SS-11 | Lending institution has an office location within the Chicago Metropolitan Area. | | |
| SS-12 | Lending institution is insured by the Federal Deposit Insurance Corporation. | | |
| SS-13 | Allows Administrator to withdraw without consent of developer. | | |
| SS-14 | Allows Administrator to withdraw within 45 days of expiration date. | | |