



Town of Palmer

DEPARTMENT OF PUBLIC WORKS
HIGHWAY-PARK-CEMETERY-WWTP

STORMWATER MANAGEMENT PERMIT APPLICATION

Fee Paid: _____
Date Paid: _____
Permit #: _____
Approval Date: _____
(for use by Permit Granting
Authority only)

1. Project/Site Information

Project/Site Name: _____

Project Street/Location: _____

Assessor's Map: _____ Parcel(s): _____

Estimated Area to be Disturbed (ft²): _____

Total Area of Impervious Surfaces: Existing Proposed

(paved, parking, decks, roofs, etc.) (ft²): _____ _____

2. Applicant Information

Name: _____

Address: _____

Telephone: _____

E-mail: _____

Fax: _____

3. Owner Information (if different from Applicant)

Name: _____

Address: _____

Telephone: _____

E-mail: _____

Fax: _____

4. Contractor Information

Name: _____

Address: _____

Telephone: _____

E-mail: _____

Fax: _____

5. Other Approvals Required (check all that apply)

- Conservation Commission (NOI, RDA, etc.)
- Board of Health (well permit, septic permit)
- Building Inspector

6. Certification:

I hereby certify that the information contained herein including all attachments is true, accurate and complete to the best of my knowledge. I grant the Department of Public Works permission, and their agents permission, to enter the property to review this application and make inspections during and after construction. Further, I agree to pay for the reasonable costs for engineering and consultant services necessary for the Palmer Department of Public Works to make a decision on the application.

Applicant's Signature Date

Owner's Signature Date

STORMWATER MANAGEMENT PERMIT APPLICATION

To be filled out by the Applicant:

Project/Site Name: _____

Project Street/Location _____

Applicant Name: _____

Applicant Mailing Address: _____

Applicant Telephone: _____

Applicant E-Mail: _____

For Office Use Only:

Date of Permit Filing: _____

Date of Stormwater Management Plan: _____

Application fee received in the amount of: _____

Signature

Date

7. Application Requirements

The application to the Department of Public Works for a Stormwater Management Permit must include four (4) copies of the following application materials:

A. For all land altering activity as required by Chapter 144 of the Code of the Town of Palmer:

- Completed and signed Stormwater Management Permit Application Form
- An existing conditions map;
- Erosion and Sediment Control Plan
- Stormwater Management Plan
- Operation and Maintenance Plan, with Inspection and Maintenance agreement
- Payment of the permit application of \$100.00
- Payment of the \$150.00 inspection fee

8. Application Submittal, Review, and Approval Procedures

- A. Administrative Review: The DPW Director will review the application for administrative completeness. If the application is determined to be incomplete, the DPW Director will inform the applicant that the application will be denied based on the determination that the application is administratively incomplete unless the incomplete items are addressed by a specific date to be determined by the DPW Director.
- B. Engineering Review: When deemed necessary by the DPW Director, a professional engineer, as chosen by the DPW Director, will review the application and supporting documents based on the criteria set forth in the Stormwater Management Ordinance. This technical review will be conducted concurrently with site plan review and discussed at the land use permit public hearings.
- C. Final Action: The DPW Director will take final action within 30 days of the receipt of a complete application. The DPW Director will render its final action (approval, approval with conditions, or disapproval) in writing to the applicant based on final review of the application