



# Stormwater Requirements Checklist

Municipal Regional Stormwater Permit (MRP)  
Stormwater Controls for Development Projects



## Part ONE Enter Project Data

1	Project Name:		
2	Project Address (include cross street):		
3	APN or parcel/tract #:		
4	Project Watershed (creek or receiving water):	Depth to seasonal high groundwater: _____ ft	
5	Property Owner's Name:		
6	Applicant name and role:	<input type="checkbox"/> Owner <input type="checkbox"/> Engineer/Architect <input type="checkbox"/> Developer	
7	Applicant signature (Required):	Date:	
8	Applicant Address:		
9	Applicant Phone:	Applicant Email Address:	
10	Development type: (check all that apply)	<input type="checkbox"/> Residential Subdivision <input type="checkbox"/> Commercial/Industrial <input type="checkbox"/> Mixed-Use <input type="checkbox"/> Road Project <input type="checkbox"/> Single family home <input type="checkbox"/> Public Project <input type="checkbox"/> Gas Station <input type="checkbox"/> Auto-service facility <input type="checkbox"/> Restaurant <input type="checkbox"/> Parking lot	
11	Project Description: (Also note any past or future phases of the project.)		
12	<input type="checkbox"/> Check box if other permit applications have been submitted in the past year.		
13	Total Area of Site: _____ acres		
14	Total Area of land disturbed during construction (include clearing, grading, excavating and stockpile area): _____ acres.		
15	Average slope on site: _____		

## Part TWO Impervious and Pervious Surfaces Table

Enter the amount of impervious surface created and/or replaced by the project:

Type of Impervious Surface	a	b	c
	Pre-Project Impervious Surface (sq.ft.)	Existing Impervious Surface to be Replaced <sup>1</sup> (sq.ft.)	New Impervious Surface to be Created (sq.ft.)
16	Impervious surfaces (Roof area(s), patios, paths, trails, driveways, decks, sidewalks) <sup>2</sup>		
17	Parking lots		
18	Streets (private)		
19	Streets (public)		
20	<i>Totals:</i>		
21	Area of Existing Impervious Surface to remain in place	N/A	
22	Total Impervious Surface Created/Replaced ( <i>sum of totals for columns b and c</i> ):		
23	If new pervious <sup>2</sup> hardscape is included, indicate the type of surface: <input type="checkbox"/> Asphalt <input type="checkbox"/> Concrete <input type="checkbox"/> Pavers		
24	Total square feet of new pervious landscape:		

<sup>1</sup> Replace” means to install new impervious surface where existing impervious surface is removed. “Create” means to install new impervious surface where there is currently no impervious surface.

<sup>2</sup> Per the MRP, landscaped soil and pervious pavement, including pavers with pervious openings and seams, underlain with pervious soil or pervious storage materials, such as a gravel layer sufficient to hold at least the C.3.d volume of rainfall runoff are not impervious surfaces.

**Part THREE Is the project a “C.3 Regulated Project” per MRP Provision C.3.b?**

		Yes	No	N/A
25	Is the total impervious surface created/replaced $\geq 5,000$ ft. <sup>2</sup> , (reported in row 23 above) AND is the project a gas station, restaurant, automotive facility or parking lot?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
26	Is the total impervious surface created/replaced $\geq 10,000$ ft. <sup>2</sup> (reported in row 23 above)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
27	If the project is a road project, does it create/replace $\geq 10,000$ ft. <sup>2</sup> of impervious surface AND is the road being widened to add a travel or parking lane?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
28	If the project is a new road project, does it create/replace $\geq 10,000$ ft. <sup>2</sup> of impervious surface?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
29	If the project includes a trail, is it greater than 10 feet wide or creekside?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
30	If the answer to any question above is yes, then the project is a <b>C.3 Regulated Project</b> . Mark YES and answer <i>question 30</i> ; if NO, continue to <i>question 31</i> .	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
31	Is the total amount of replaced impervious surface $\geq 50$ percent of the pre-project impervious surface (reported in row 22 above)? If YES, stormwater treatment requirements apply to the entire site; if NO, these requirements apply only to the impervious surface created and/or replaced.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Part FOUR Identify C.6 Construction-Phase Stormwater Requirements**

		Yes	No
32	Does the project disturb 1.0 acre (43,560 sq.ft.) or more of land? (Reported in row 14 above). If Yes, obtain coverage under the state’s Construction General Permit at <a href="https://smarts.waterboards.ca.gov/smarts/faces/SwSmartsLogin.jsp">https://smarts.waterboards.ca.gov/smarts/faces/SwSmartsLogin.jsp</a> . Submit your WDID# and evidence of Notice of Intent coverage before grading or building permits are issued.	<input type="checkbox"/>	<input type="checkbox"/>
33	Does the site disturb 5000 ft <sup>2</sup> or more of land area with slope 15% or greater?	<input type="checkbox"/>	<input type="checkbox"/>
34	Include the Clean Bay Blueprint in plan set (all projects)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
35	Include an erosion/sediment control plan sheet in plan set if the project scope includes land disturbing activities (clearing, grading, excavating or material stockpiling).	<input type="checkbox"/>	<input type="checkbox"/>

**Part FIVE Select Appropriate Site Design Measures**

➤ Any project that creates and/or replaces **greater than 2,500 square feet** of impervious surface, including stand-alone single family homes, **must include at least one** of site design measures a through e listed below.

➤ C.3 regulated projects (determined in Part THREE above) must include site design measures applicable to the particular project.

Mark the site design measures included in the project plans.

Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	a. Direct roof runoff onto vegetated areas via disconnected downspouts, unless it is a C.3 regulated project discharging runoff to a low impact development treatment measure.
<input type="checkbox"/>	<input type="checkbox"/>	b. Direct roof runoff into cisterns or rain barrels and use rainwater for irrigation or other non-potable use.
<input type="checkbox"/>	<input type="checkbox"/>	c. Direct runoff from sidewalks, walkways, and/or patios onto vegetated areas.
<input type="checkbox"/>	<input type="checkbox"/>	d. Direct runoff from driveways and/or uncovered parking lots onto vegetated areas.
<input type="checkbox"/>	<input type="checkbox"/>	e. Construct sidewalks, walkways, patios, driveways, bike lanes and/or parking lots with permeable surfaces.
<input type="checkbox"/>	<input type="checkbox"/>	f. Minimize land disturbance and impervious surface creation (especially parking lots).
<input type="checkbox"/>	<input type="checkbox"/>	g. Maximize permeability by clustering development and preserving open space.
<input type="checkbox"/>	<input type="checkbox"/>	h. Use micro-detention, including distributed landscape-based detention.
<input type="checkbox"/>	<input type="checkbox"/>	i. Protect sensitive areas, such as wetland and riparian areas; minimize changes to the natural topography.
<input type="checkbox"/>	<input type="checkbox"/>	j. Use self-treating area (see Section 4 of C.3 Technical Manual)

<input type="checkbox"/>	<input type="checkbox"/>	k. Use self-retaining area(s) (see Section 4.2 of the C.3 Technical Manual)
<input type="checkbox"/>	<input type="checkbox"/>	l. Plant or preserve interceptor trees (Section 4.5, C.3 Technical Manual)

**Part SIX Select Stormwater Source Controls**

➤ All projects must include the relevant stormwater source controls.

Features that Require source controls	Source Control Included? Mark Yes, No, or Not Applicable (N/A)	Yes	No	N/A
Storm Drains (excluding single family homes)	Mark public and private storm drain inlets with the words "No Dumping Drains to Creek."	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Refuse Areas	<ul style="list-style-type: none"> <li>▪ Provide a roofed and enclosed area designed to prevent stormwater run-on and runoff for dumpsters, recycling containers, tallow containers and other waste handling containers.</li> <li>▪ Connect any drains in or beneath dumpsters, compactors, and tallow bin areas to the sanitary sewer (except for industrial uses). Contact Dublin San Ramon Services District for connection requirements.</li> <li>▪ Industrial uses must transport wastewater generated to the appropriate waste facility.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Parking garage	Plumb interior parking garage floor drains to a stormwater treatment measure or the sanitary sewer, with approval from Dublin San Ramon Services District ( <a href="http://www.dsrsd.com">www.dsrsd.com</a> or 9525-858-0515).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pool/Spa/Fountain	Provide a sanitary sewer clean out within 10 feet of pool, spa or fountain to facilitate draining. Contact Dublin San Ramon Services District for connection requirements.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Food Service Equipment (non-residential)	Provide sink or other area for equipment cleaning, which is: <ul style="list-style-type: none"> <li>▪ Connected to an oil-water separator prior to discharge to sanitary sewer.</li> <li>▪ Large enough for the largest mat or piece of equipment to be cleaned.</li> <li>▪ Indoors or in an outdoor roofed area designed to prevent stormwater run-on and run-off, and signed to require equipment washing in this area.</li> </ul> Contact Dublin San Ramon Services District for connection requirements.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Outdoor Process Activities	Perform process activities either indoors or in roofed outdoor area, designed to prevent stormwater run-on and runoff, and to drain to the sanitary sewer. Contact Dublin San Ramon Services District for connection requirements.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Outdoor Equipment/Materials Storage	<ul style="list-style-type: none"> <li>▪ Cover the area or design to avoid pollutant contact with stormwater runoff.</li> <li>▪ Locate area only on paved and contained areas.</li> <li>▪ Process equipment areas must not discharge to the storm drain system. Dublin San Ramon Services District may accept discharges from some process equipment areas depending on the process. Contact Dublin San Ramon Services District for connection requirements.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vehicle/Equipment Cleaning	<ul style="list-style-type: none"> <li>▪ Roof, pave and berm wash area to prevent stormwater run-on and runoff, plumb to the sanitary sewer, and sign as a designated wash area.</li> <li>▪ Commercial car wash facilities shall discharge to the sanitary sewer.</li> <li>▪ Contact Dublin San Ramon Services District for connection requirements.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vehicle/Equipment Repair and Maintenance	<ul style="list-style-type: none"> <li>▪ Designate repair/maintenance area indoors, or an outdoors area designed to prevent stormwater run-on and runoff and provide secondary containment. Do not install drains in the secondary containment areas.</li> <li>▪ Tanks, containers or sinks used for parts cleaning/rinsing shall not connect to the storm drain system. These units/sinks may only connect to the sanitary sewer system if allowed by an industrial waste discharge permit. Contact Dublin San Ramon Services District for discharge requirements.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Architectural Copper	Discharge rinse water to the sanitary sewer per Dublin San Ramon Services District requirements or collect and dispose properly offsite. Contact the Environmental Coordinator to obtain the flyer entitled "Requirements for Architectural Copper."	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Metal roofs	Coat all metal roofs, including galvanized roofs, with rust-inhibitive paint.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fire Sprinklers	<ul style="list-style-type: none"> <li>▪ Design for discharge to landscape area or sanitary sewer. Contact Dublin San Ramon Services District for connection requirements.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Miscellaneous Drain or Wash Water	<ul style="list-style-type: none"> <li>▪ Drain condensate from air conditioning units to appropriately sized landscaping area.</li> <li>▪ Discharge boiler drain lines, roof top equipment, and all wash water to the sanitary sewer. Contact Dublin San Ramon Services District for connection requirements.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Features that Require source controls	Source Control Included? Mark Yes, No, or Not Applicable (N/A)	Yes	No	N/A
Fuel Dispensing Areas	<p>Fueling areas must be Portland cement concrete or equivalent smooth impervious surface that are:</p> <ul style="list-style-type: none"> <li>▪ Graded at the minimum slope necessary to prevent ponding, and separated from the rest of the site by a grade break that prevents run-on of stormwater to the maximum extent practicable.</li> <li>▪ The fueling area is defined as the area extending a minimum of 6.5 feet from the corner of each fuel dispenser or the length at which the hose and nozzle assembly may be operated plus a minimum of one foot, whichever is greater.</li> <li>▪ Must be covered by a canopy that extends a minimum of ten feet in each direction from each pump. The canopy must not drain onto the fueling area. Rainwater from the canopy must be discharged to a landscaped area or to a stormwater treatment measure prior to discharge to the storm drain system.</li> <li>▪ Design the fuel dispensing and transfer area pads with no slope (flat), if possible.</li> <li>▪ Do not place a storm drain inlet in or near the fuel dispensing area.</li> <li>▪ Hydraulically isolate the fuel dispensing and transfer areas from the rest of the site to contain spills, prevent run-on, and prevent stormwater runoff from carrying pollutants away. Locate drains around the perimeter of the pad, and drain accumulated water to an on-site containment system (for eventual pump-out and off-site disposal).</li> <li>▪ Post signs explaining the operation of shut-off valves to employees, if applicable.</li> <li>▪ The fueling station must have a spill cleanup plan and all employees must be trained on proper spill response procedures. Dispensing equipment must be inspected routinely for proper functioning and leak prevention.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Loading Docks	<ul style="list-style-type: none"> <li>▪ Pave the loading area with an impervious paving that is compatible with materials that will be loaded/unloaded. For example, use Portland Cement Concrete if gasoline or other materials that react with asphalt will be loaded/unloaded.</li> <li>▪ Cover. Implement one of the following methods: <ul style="list-style-type: none"> <li>a If feasible, design the facility so loading/unloading occurs in an indoor loading bay. Provide a 10-foot no obstruction zone within the building to allow trucks to extend inside and to provide a staging area. Clearly identify the no obstruction zone on the building plan. Clearly mark the no obstruction zone at an interior transfer area using bright floor paint.</li> <li>b For buildings with less than 10 bays, provide a roof overhang that extends at least 10 feet beyond the loading dock (or building face if there isn't a loading dock). If the building includes 10 or more bays, or a cover is deemed otherwise infeasible, consider the next option.</li> <li>c Install door skirts between the trailers and the building.</li> </ul> </li> <li>▪ Position roof downspouts to direct stormwater away from the loading area.</li> <li>▪ Hydraulically separate stormwater runoff from loading dock and direct to a stormwater treatment measure prior to discharge to the storm drain system.</li> <li>▪ Equip the drainage system with an emergency spill shut-off diversion valve. The bypass on the shut-off valve must flow to an adequately-sized spill containment vault. The size of the spill containment vault should be equal to 125% of the volume of the largest container handled at the facility.</li> <li>▪ Post signs explaining the location and operation of shut-off valves to employees.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Conditionally Exempted Non-Stormwater Discharges	<p>Certain discharges are exempt from stormwater discharge requirements if it is determined the non-stormwater discharge is not polluted. Refer to the Municipal Regional Permit Provision C15 for specific requirements for the following discharges:</p> <ul style="list-style-type: none"> <li>▪ pumped groundwater, water from foundation drains/crawl space pumps/footing drains</li> <li>▪ pumped groundwater from non-drinking water aquifers</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**PROJECTS THAT ARE NOT C.3 REGULATED PROJECTS STOP HERE!**  
**(Projects that had all “No’s” in Part THREE above)**

**Part SEVEN Proposed Stormwater Treatment Measures and Hydraulic-Sizing** (Applies to C.3 Regulated Projects)

36 Complete the table below & provide a [Stormwater Management Plan](#) in the plan set.

Low Impact Development Measures	Hydraulic-sizing Method <sup>3</sup>
<input type="checkbox"/> Bioretention area	
<input type="checkbox"/> Flow-through planter	
<input type="checkbox"/> Rainwater harvesting and use	
<input type="checkbox"/> Infiltration	
<input type="checkbox"/> Other (specify):	

**Part EIGHT Hydromodification Management (HM) Project?** (Applies to C.3 Regulated Projects)

37	Does the project create and/or replace 1 acre (43,560 sq. ft.) or more of impervious surface? (Refer to Question 22)
	<input type="checkbox"/> Yes. Continue to Question 38. <input type="checkbox"/> No. The project is NOT required to incorporate HM measures. Skip to Question 42 and check "No."
38	Is the total impervious area increased over the pre-project condition?
	<input type="checkbox"/> Yes. Total post-project impervious surface area (Question 22) is <u>greater</u> than pre-project impervious surface area (Question 20.a.) Continue to Question 39. <input type="checkbox"/> No. Total post-project impervious surface area (Question 22) is <u>the same as or less</u> than pre-project impervious surface area (Question 20.a.). The project is NOT required to incorporate HM measures. Skip to Line 42 and check "No."
39	Is the site located in a tidally influenced area? (See HM Susceptibility Map in Appendix I of the C.3 Technical Guidance.)
	<input type="checkbox"/> Yes. Project is exempt from HM requirements. Attach map indicating project location. Skip to Line 42 and check "No." <input type="checkbox"/> No. Continue to Question 40.
40	Is the site located in a high slope zone or special consideration watershed, as shown on the HM Susceptibility Map?
	<input type="checkbox"/> Yes. Project is subject to HM requirements. Attach map indicating project location. Skip to Question 42 and check "Yes." <input type="checkbox"/> No. Continue to Question 41.
41	For sites located in a white area on the HM Susceptibility Map, has an engineer or qualified environmental professional determined that runoff from the project flows only through a hardened channel or enclosed pipe from the point of discharge all the way to the tidally influenced area?
	<input type="checkbox"/> Yes. Project is exempt from HM requirements. Attach signed statement by qualified professional. Go to Question 42 and check "No." <input type="checkbox"/> No. Project is subject to HM requirements. Attach map indicating project location. Go to Item 42 and check "Yes."
42	Is the project a Hydromodification Management Project?
	<input type="checkbox"/> Yes. The project is subject to HM requirements in Provision C.3.g of the Municipal Regional Stormwater Permit. <input type="checkbox"/> No. The project is EXEMPT from HM requirements.

**Part NINE Stormwater Treatment Measure and Flow Duration Control Maintenance Agreement**

43	<p>A Stormwater Treatment Measures Maintenance Agreement (O&amp;M Agreement) between the property owner and the City is required for all projects incorporating stormwater treatment, trash capture, and/or flow duration controls. The O&amp;M Agreement runs with the land and must be recorded with Alameda County Recorder's Office.</p> <ul style="list-style-type: none"> <li>➤ An approved, notarized O&amp;M Agreement must be received with the final tract map or prior to permit issuance, whichever comes first (as applicable).</li> <li>➤ Title report must be provided to verify property ownership.</li> <li>➤ Appropriate documents must be provided to verify signing authority of the person executing the O&amp;M Agreement.</li> </ul>
<input type="checkbox"/>	Mark box to acknowledge that final tract map will not be approved, or permits issued, without an approved O&M Agreement.

<sup>3</sup> **Hydraulic Sizing Method:** Indicate which of the following MRP Provision C.3.d.i hydraulic-sizing methods were used:

- 1 Volume based approach – 80% capture approach (recommended volume-based approach. See C.3 Technical Manual Chapter 5).
- 2 Flow-based approach – 0.2-Inch-per-hour intensity approach
- 3 Combination hydraulic sizing approach – See Chapter 5 of the C.3 Technical Manual.