



**Phase II**  
**Stormwater Management**  
**and Watershed Protection**  
**Administrative**  
**Manual**

**Town of Lewisville**

6550 Shallowford Rd

P.O. Box 547

Lewisville, NC 27023

Telephone: (336) 945-5558

Fax: (336) 945-5531

**PHASE II STORMWATER MANAGEMENT AND WATERSHED  
PROTECTION ADMINISTRATIVE MANUAL**

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## **Overview of the Stormwater Permitting Process**

**Upon submittal of sketch site plan to the Town of Lewisville, the developer will be presented with this Phase II Stormwater Administrative Manual that will include all forms and documents necessary to submit a complete Stormwater Permit Application. The application and all necessary information should be submitted to the Stormwater Administrator at the following Planning Board Public Hearing. All forms and documents should be filled out completely and accurately in order for the Stormwater Administrator and his/her authorized agent to review for issuance of a Stormwater Permit.**

**The person listed as financially responsible for the project shall be the same person denoted financially responsible when applying to the Forsyth County Department of Inspections for Sedimentation and Erosion Control for Land Disturbing Activity Permit.**

**The completed Operations and Maintenance Agreement (attached) shall also be submitted with the application for approval of permit. An escrow account for maintenance of the Structural BMP's shall also be established for approval of permit. The design professional shall submit an estimate of construction costs and anticipated maintenance costs for review by the Stormwater Administrator. The initial funding of the escrow account by the developer shall be a minimum of 15% of the estimated construction costs of the Structural BMP's. Subsequent funding of the escrow account shall be through deposits by the homeowners' association. (The owner/developer may elect to fund more than the minimum.)**

**Per the Phase II Stormwater Management and Watershed Protection Ordinance the Stormwater Administrator and his/her authorized agent has 30 working days in which to conduct the review once the application is considered complete. The Stormwater Administrator and/or his/her authorized agent will notify the developer in a timely manner (generally within one week of receipt of the application) of any missing information. The 30 day review period will not begin until missing information is received. Once all required information is received, the Stormwater Administrator and/or his/her authorized agent will review the submittal. The reviewer may request additional information or plan revision, issue a Notification of Disapproval, or approve the plans (with or without conditions) and issue a Stormwater Management Permit.**

**If a Notification of Disapproval is issued, the applicant may resubmit a revised plan within 30 working days of disapproval without paying an additional permit review fee. An additional review fee shall accompany any re-submittal after the first re-submittal. Within 30 calendar days re-submitted plans will be either approved (with or without conditions) or disapproved.**

**Requirements for a Performance Security Bond (if required for a project) will be addressed in the approval letter accompanying the Stormwater Management Permit.**

**Upon approval of Stormwater Management Permit Application, a permit will be issued to the developer. Described in the flow chart (attached), the final construction plans shall be presented to Town Council for final approval at public hearing.**

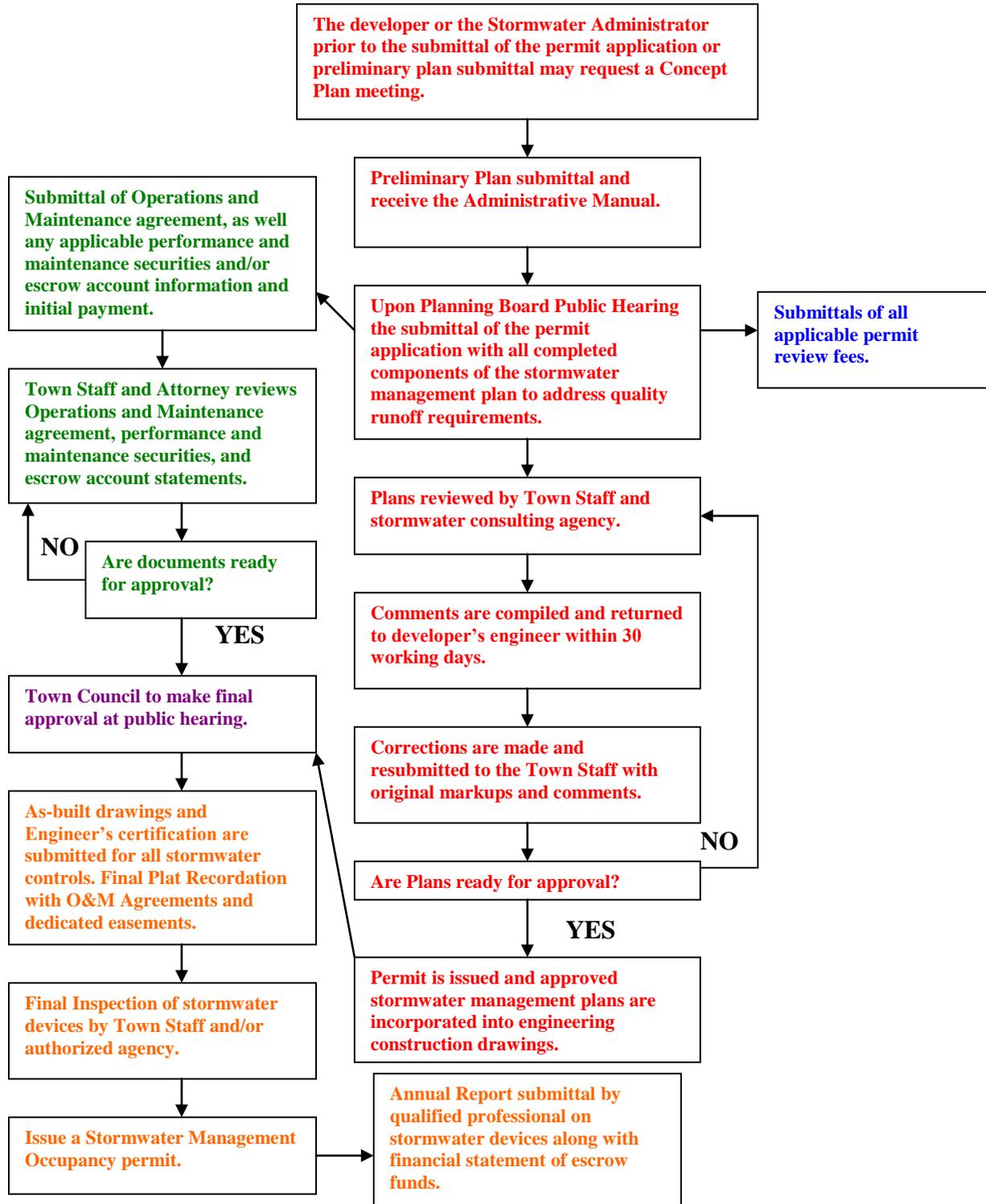
**Before issuance of Certification of Occupancy and prior to the recording of plats, the applicant shall submit As-built drawings and an Engineer's Stormwater BMP Certification in accordance with the Stormwater As-built Submission Form (attached). At the discretion of the Stormwater Administrator, a performance security for the completion of structural BMP's or issuance of As-built drawings may be posted in order for a Stormwater Management Occupancy Permit to be awarded therefore allowing a plat to be recorded or to enable the Forsyth County Inspections Department to issue a Certificate of Occupancy.**

**The Stormwater Administrator and/or his/her authorized agent will perform a final inspection of each stormwater BMP. Prior to the closeout of the Stormwater Management Permit and release of any performance securities related to BMP installation or As-built drawings, the Stormwater Administrator must receive and approve the As-built drawings, the site must be in compliance with the Town's Sedimentation and Erosion and Control Ordinance, and the project must pass the final stormwater inspection.**

**Upon issuance of Certification of Occupancy by the Forsyth County Inspections Department, a Stormwater Annual Maintenance and Inspection Report (attached) shall be submitted by the financially responsible person to the Stormwater Administrator on an annual basis due one year after the approval of the Engineer's Stormwater BMP Certification. Each BMP requires a separate report.**

**If there are any discrepancies between the Stormwater Management Permit Application and the Phase II Stormwater Management and Watershed Protection Ordinance, the Ordinance will govern.**

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**REVIEW FLOW CHART**





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**STORMWATER APPLICATION FEE SCHEDULE**

|   |              |
|---|--------------|
| <b>Application Administrative Fee:</b>                        | <b>\$100</b> |
| <b>Application Review Fee if containing structural BMP's:</b> | <b>\$600</b> |

(Do Not Alter Format)  
(Upon recording, return to: Town Of Lewisville, Stormwater Administrator, 547 Shallowford Road,  
Lewisville, NC 27023)

**OPERATIONS AND MAINTENANCE**  
**AGREEMENT**

FOR

**Structural Stormwater Management Facilities**

**Town of Lewisville**

**THIS AGREEMENT is made pursuant to the TOWN OF LEWISVILLE Phase II**

**Stormwater Management and Watershed Protection Ordinance and entered into this \_\_\_\_\_ day  
of \_\_\_\_\_,**

**By and Between \_\_\_\_\_, a North  
Carolina \_\_\_\_\_ (hereinafter referred to as  
"OWNER"), and the TOWN OF LEWISVILLE, N.C. (the "TOWN").**

**WITNESSETH**

1. OWNER is the owner of certain lands lying in the Town of Lewisville's limits upon which it is erecting and will make improvements, said development being known as \_\_\_\_\_ the same is described in those deeds recorded in Deed Book \_\_\_\_\_ at page \_\_\_\_\_ Forsyth County Registry (hereinafter, the "Property"). OWNER is the only party with an interest in the Property, excepting that interest conveyed by a first deed of trust.

2. The development of the Property as contemplated by OWNER requires the construction of an engineered stormwater control structure which shall include detention ponds and other stormwater structural Best Management Practices (BMPs), as necessary, (hereinafter, "Structural BMPs") to provide storage and treatment of stormwater runoff to serve the Property.

3. OWNER has applied to the TOWN for the issuance of a Stormwater Management Permit (hereinafter, the "Permit") consistent with the plans and specifications for the Stormwater Control System and the applicable manual(s) on file with the Stormwater Administrator.

4. The TOWN desires to assure that the Structural BMPs is properly constructed, maintained and operated in accordance with law and Permit provisions in order to

protect the quality of the waters of the State and the public interest therein and therefore is requiring the execution of this Agreement by OWNER in connection with OWNER'S application for a Permit.

NOW, THEREFORE, for and in consideration of the benefits to be derived by OWNER in obtaining a Permit and being allowed to develop the property, OWNER does hereby agree as follows:

1. OWNER shall construct the Structural BMPs in accordance with the Permit and plans and specifications hereafter issued and approved by the TOWN; and shall thereafter properly operate and maintain such Structural BMPs in accordance with applicable Permit provisions, the plans and specifications of the Structural BMPs, the operations and maintenance plan or manual, and applicable laws and regulations.

2. OWNER agrees that it shall not transfer ownership and/or control of the Structural BMPs until construction has been completed in accordance with the Permit and approved plans, and the Stormwater Administrator has inspected and approved the same. OWNER contemplates that upon completion of the Structural BMPs, it will convey the Structural BMPs and that portion of the Property on which the structure is located to a non-profit Property Owners' Association to be formed for the purpose of administering the provisions of a declaration of covenants to be imposed upon the Property, which declaration shall be substantially in the form of the Declaration of Covenants, Conditions, and Restrictions for (name of project / development); said declaration of covenants to be submitted to and approved by the TOWN prior to transfer. In order to transfer the Structural BMPs, the OWNER and the new owner must request that the Permit be reissued to the new owner.

3. OWNER agrees that it shall not transfer, convey, assign or otherwise relinquish or release its responsibility for the operation and maintenance of its Structural BMPs until a Permit has been issued to OWNER 'S successor, at which time OWNER shall be released from any obligations hereunder arising from events or circumstances occurring after the date the Structural BMPs is transferred and the Permit is reissued to the new owner of the structure.

4. In the event OWNER for any reason fails to complete or maintain the Structural BMPs as required hereunder and the TOWN or other appropriate governmental authority, following notice and a reasonable period within which to cure, completes or maintains the structure, OWNER agrees to pay to the TOWN or such other appropriate governmental authority all reasonable costs incurred in completing the Structural BMPs which are in excess of the amount of the bond posted with the TOWN, or in maintaining the Structural BMPs, to assure its completion and maintenance. As security for the payment of any such sum, OWNER hereby grants and conveys to the TOWN, a lien on the Property subordinate only to any first lien deed of trust, and/or liens and encumbrances of record, as of the date hereof, encumbering the Property. The TOWN may bring an action at law against the OWNER to pay any such sums coming due hereunder or foreclose the lien created herein against the Property in the same manner as prescribed by the laws of the State of North Carolina for the foreclosures of deeds of trust. Interest at the legal rate, costs and reasonable attorney's fees for representation of the TOWN in such action or foreclosure shall be added to the indebtedness secured by such lien. Upon removal of the Structural BMPs in accordance with applicable law and inspection and approval of the same by the Stormwater Administrator, the lien herein granted and conveyed to the TOWN shall automatically terminate and shall be of no further force or effect. It is expressly understood and agreed that the TOWN is under no obligation to routinely maintain or repair said facilities, and in no event shall this Agreement be construed to impose any such obligation on the TOWN.

5. OWNER hereby grants and conveys to the TOWN or other appropriate governmental authority having jurisdiction for watershed protection, a non-exclusive easement over and upon those portions of the Property necessary to complete the construction of, inspect, or to maintain, the Structural BMPs in the event OWNER for any reason fails to complete or maintain the Structural BMPs as required hereunder. This easement shall expire upon the removal of the Structural BMPs in accordance with applicable law, the Permit and approved plans and the inspection and approval of the same by the Stormwater Administrator. TO HAVE AND TO HOLD the foregoing rights and easements unto the TOWN or other appropriate governmental authority having jurisdiction for watershed protection, said easement to run with the Property and bind OWNER, its successors and assigns. Prior to issue of stormwater permit, the owner shall file with the Register of Deeds a description of the area containing the Structural BMPs within a drainage easement together with any dedication necessary for access to and from the Structural BMPs and a public street.

6. Each of the TOWN and any other appropriate governmental authority having jurisdiction for watershed protection shall be deemed a beneficiary of this Agreement, both for and in its or their own right, and also for the purpose of protecting the interest of the community and other parties, public or private, in whose favor or for whose benefit this Agreement has been provided. This Agreement shall run in favor of the TOWN and any other appropriate governmental authority having jurisdiction for watershed protection for the entire period during which this Agreement shall be in force and in effect without regard to whether the TOWN or such other governmental entity has at any time been, remains, or is an owner of the Property or any portion thereof. The TOWN and such other governmental authority shall have the right, in the event of any breach of this Agreement, following notice and a reasonable period to cure, to exercise all the rights and remedies and to maintain any action or suits at law or in equity or other proper proceedings to enforce the curing of such breach of this Agreement to which it or any other appropriate governmental authority may be entitled.

7. For all Structural BMPs that is to be or are owned and maintained by a property owner's association or similar entity, the OWNER and the association shall enter into an escrow agreement with the TOWN. The agreement shall contain all of the following provisions:

- A. Acknowledgment that the association shall continuously operate and maintain the stormwater control and management facilities.
- B. Establishment of an escrow account, which can be spent solely for sediment removal, structural, biological or vegetative replacement, major repair, or reconstruction of the Structural BMPs. If Structural BMPs are not performing adequately or as intended or are not properly maintained, the Town of Lewisville, in its sole discretion, may remedy the situation, and in such instances the Town of Lewisville shall be fully reimbursed from the escrow account. Escrowed funds may be spent by the association for sediment removal, structural, biological or vegetative replacement, major repair, and reconstruction of the Structural BMPs, provided that the Town of Lewisville shall first consent to the expenditure.

- C. Both developer contribution and annual sinking funds shall fund the escrow account. Prior to plat recordation or issuance of construction permits, whichever shall first occur, the developer shall pay into the escrow account an amount equal to fifteen (15) per cent of the initial construction cost of the structural BMPs. The Homeowners Association will contribute into an escrow account, an amount satisfactory to support operations and maintenance of all stormwater treatment devices as well as annual inspections of stormwater facilities as determined by the developer's engineer. Two-thirds (2/3) of the total amount of sinking fund budget shall be deposited into the escrow account within the first five (5) years and the full amount shall be deposited within ten (10) years following initial construction of the structural BMPs. Funds shall be deposited each year into the escrow account. A portion of the annual assessments of the association shall include an allocation into the escrow account. Any funds drawn down from the escrow account shall be replaced in accordance with the schedule of anticipated work used to create the sinking fund budget.
- D. The percent of developer contribution and lengths of time to fund the escrow account may be varied by the Town of Lewisville depending on the design and materials of the stormwater control and management facility.
- E. Granting to the Town of Lewisville a right of entry to inspect, monitor, maintain, repair, and reconstruct Structural BMPs.
- F. Allowing the Town of Lewisville to recover from the association and its members any and all costs the Town of Lewisville expends to maintain or repair the Structural BMPs or to correct any operational deficiencies. Failure to pay the Town of Lewisville all of its expended costs, after forty-five (45) days written notice, shall constitute a breach of the agreement. The Town of Lewisville shall thereafter be entitled to bring an action against the association and its members to pay, or foreclose upon the lien hereby authorized by the agreement against the property, or both, in case of a deficiency. Interest, collection costs, and attorney fees shall be added to the recovery.
- G. A statement that this agreement shall not obligate the Town of Lewisville to maintain or repair any Structural BMPs, and the Town of Lewisville shall not be liable to any person for the condition or operation of Structural BMPs.
- H. A statement that this agreement shall not in any way diminish, limit, or restrict the right of the Town of Lewisville to enforce any of its ordinances as authorized by law.
- I. A provision indemnifying and holding harmless the Town of Lewisville for any costs and injuries arising from or related to the Structural BMPs, unless the Town of Lewisville has agreed in writing to assume the maintenance responsibility for the BMP and has accepted dedication of any and all rights necessary to carry out that maintenance.

8. This Agreement imposes no liability of any kind whatsoever on the TOWN and the OWNER agrees to hold the TOWN harmless from any liability in the event the Structural BMPs fail to operate properly.

9. A copy of this Agreement shall be filed in the office of the Forsyth County Register of Deeds and in the office of the Stormwater Administrator.

IN WITNESS WHEREOF, this Agreement was executed in duplicate originals by OWNER on the day and year first written above.

OWNER: \_\_\_\_\_ (Seal)

Sign: \_\_\_\_\_

Print: \_\_\_\_\_

Title: \_\_\_\_\_

STATE OF NORTH CAROLINA  
COUNTY OF \_\_\_\_\_

The foregoing Agreement was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by \_\_\_\_\_.

\_\_\_\_\_  
Notary Public  
My Commission Expires: \_\_\_\_\_

TOWN OF LEWISVILLE, NORTH CAROLINA



Sign: \_\_\_\_\_

Print: \_\_\_\_\_

Title: \_\_\_\_\_

STATE OF NORTH CAROLINA  
COUNTY OF FORSYTH

The foregoing Agreement was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by \_\_\_\_\_.

\_\_\_\_\_  
Notary Public  
My Commission Expires: \_\_\_\_\_

Approved as to form:

\_\_\_\_\_  
Town Attorney  
\_\_\_\_\_

Date



|                            |       |
|----------------------------|-------|
| <b>FOR OFFICE USE ONLY</b> |       |
| Review Fee:                | _____ |
| Permit No:                 | _____ |
| Date Issued:               | _____ |
| Date Paid:                 | _____ |
| Check No:                  | _____ |
| Received By:               | _____ |
| _____                      | _____ |

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**APPLICATION FOR STORMWATER MANAGEMENT PERMIT**

*Instructions: All sections must be completed upon submittal. Any incomplete submittals will be returned. Please print or type information.*

**(1) Project Information**

Project Name: \_\_\_\_\_  
 Project Location: Highway/Street: \_\_\_\_\_  
 Latitude: \_\_\_\_\_ Longitude: \_\_\_\_\_  
 Purpose of Development: Residential \_\_\_\_\_ Commercial \_\_\_\_\_  
 Total Area Disturbed: \_\_\_\_\_ acres  
 Total Acres of Site: \_\_\_\_\_

**(2) Client Information (Owner/Developer)**

Business Name(s): \_\_\_\_\_  
 Applicant Name(s): \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_ ZIP \_\_\_\_\_  
 Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_  
 Email Address: \_\_\_\_\_

**(3) Consultant Information (Person to contact regarding questions or revisions to the plan)**

Company: \_\_\_\_\_  
 Contact Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_ Zip \_\_\_\_\_  
 Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_  
 Email Address: \_\_\_\_\_

|  |
|--|
| <b>ALL ITEMS ON THIS APPLICATION MUST BE ADDRESSED PRIOR TO SUBMITTAL<br/>ALL INCOMPLETE SUBMITTALS WILL BE RETURNED</b> |
|--|

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**APPLICATION FOR STORMWATER MANAGEMENT PERMIT**

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**(4) Recordation Information**

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

\_\_\_\_\_ **Zip** \_\_\_\_\_

**Recorded in Deed Book No:** \_\_\_\_\_ **Page:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**ALL ITEMS ON THIS APPLICATION MUST BE ADDRESSED PRIOR TO SUBMITTAL  
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**APPLICATION FOR STORMWATER MANAGEMENT PERMIT**

**Submittal Checklist**

*Instructions: The following checklist outlines submittal requirements for complete application. Initial in the space provided to indicate the following submittal requirements have been met and supporting documentation is attached.*

*(3 copies must be submitted.)*

***General Requirements***

**Applicant's initials**

- \_\_\_\_\_ (1) Sheets shall be no larger than 36" x 24" plan and profile paper
- \_\_\_\_\_ (2) Minimum text size shall be 1/8".
  
- \_\_\_\_\_ (3) Scale on plan view shall be no smaller than 1"=50'; scale on profile view shall be no smaller than 1"=50' horizontally and 1"=5' vertically using a grid showing 1' intervals.
  
- \_\_\_\_\_ (4) All drawings to be in North Carolina State Plane coordinate system.
  
- \_\_\_\_\_ (5) Cover sheet shall have a vicinity map at a scale no smaller than 1"=200'.
  
- \_\_\_\_\_ (6) Provide a legend indicating existing and proposed lines, features and symbols.
  
- \_\_\_\_\_ (7) Cover sheet shall include all general notes, owner's name, telephone number, and mailing address.
  
- \_\_\_\_\_ (8) All elevations shall be given in relation to mean sea level; elevations in profile view shall be labeled in 10' intervals on the heavy lines (Ex. 350, 360).
  
- \_\_\_\_\_ (9) Benchmark elevations and locations shall be shown on plan view.
  
- \_\_\_\_\_ (10) Plan views shall have a north arrow on each drawing.
  
- \_\_\_\_\_ (11) Each drawing shall have the following information in the title block: Street or project title, limits, horizontal and vertical scales, original date, revisions date, drawing number, checked by and drawn by. Recommended placement is lower right-hand corner.
  
- \_\_\_\_\_ (12) All drawings sealed, signed and dated by a NC Professional Engineer, Surveyor, Soil Scientist, or Landscape Architect shall perform services only in their competence.
  
- \_\_\_\_\_ (13) A signed and sealed statement on the plans (if a high density project) certifying that the design of all stormwater management facilities and practices will control and treat the runoff from the 25-year, 6-hour storm leaving the project site between the pre- and post-development and, that the designs and plans are sufficient to comply with applicable standards and policies found in the NCDENR *Stormwater BMP Design Manual* and any Town of Lewisville supplements to the BMP Design Manual, and that the designs and plans ensure compliance with the Town's Phase II Stormwater Management and Watershed Protection Ordinance.

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- \_\_\_\_\_ (14) Plan view shall show all actual street names (existing and proposed). State road numbers shall be shown if applicable. Plan view should also indicate whether street is asphalt, concrete, gravel or dirt. Proposed street and Right-of-way widths will be dimensioned back-to-back and labeled in plan view.
- \_\_\_\_\_ (15) Plan view shall show proposed and existing curb and gutter, pavement, storm sewers, drainage structures, driveway pipes, drainage features (ditches, swales, etc.), water mains, sanitary sewer mains, etc. Direction of flow shall be shown on plan view for all sanitary sewers and storm drains. Materials and pipe sizes shall be labeled.
- \_\_\_\_\_ (16) Existing utility lines shall be shown and labeled on plan view and indicated in the legend.
- \_\_\_\_\_ (17) Construction drawings shall show final proposed locations and dimensions of all water, storm drain, and sanitary sewer lines, devices to be installed on the system, catch basins, culverts, BMP's, ditches, including grades, pipe sizes, elevations, invert elevations for all inlets and manholes and profiles of sanitary sewer lines. All available elevations shall be shown on the profile view. Assumptions and calculations may be in a separate package.
- \_\_\_\_\_ (18) All existing and proposed water, storm drainage and sanitary sewer easements shall be shown on all applicable sheets.
- \_\_\_\_\_ (19) Number of dwelling units, lots, built-upon area (predevelopment and post-development).
- \_\_\_\_\_ (20) Existing and proposed topographic lines on tract and minimum 100-feet beyond property lines (minimum 2-foot intervals).
- \_\_\_\_\_ (21) Town limits, county lines, and other jurisdictional lines, if any.
- \_\_\_\_\_ (22) Streams, ponds, wetlands, etc. on the project site and within 50 feet of the property lines. Showing buffers of 30ft. outside the Public Supply Watershed and 100ft. within.
- \_\_\_\_\_ (23) Location of floodplain and floodway (if applicable).
- \_\_\_\_\_ (24) Location of drainage ways and easements.

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*(3 copies must be submitted.)*

***Required Analysis:***

- \_\_\_\_\_ (25) Downstream mitigation analysis demonstrating the effects of the increased runoff up to a point where the post construction discharge is 10% of the receiving stream base flow for the design storm. Efforts shall be taken to mitigate any adverse effects on downstream structures, culverts, and other potentially harmful effects.
- \_\_\_\_\_ (26) Upstream conveyance showing adequacy to convey upstream stormwater runoff through the development as guided by the ordinance and state design manual.
- \_\_\_\_\_ (27) Hydrologic-Hydraulic Analysis of the site drainage system in the pre and post-development conditions for both the 1- and 10-year, 24-hour design storm events shall be submitted demonstrating the achievement of the proposed facilities for the requirements.

***Site Drainage Features:***

- \_\_\_\_\_ (28) Existing and planned drainage patterns (include off-site areas that drain through project site).
- \_\_\_\_\_ (29) Any existing stormwater control systems.
- \_\_\_\_\_ (30) Sub-watershed delineation showing drainage areas.
- \_\_\_\_\_ (31) Show extent and number of disturbed acres.
- \_\_\_\_\_ (32) Proposed impervious areas. Not to exceed 70% inside the Public Water Supply Watershed boundary.
- \_\_\_\_\_ (33) Soil information: type, special characteristics.
- \_\_\_\_\_ (34) Name and classification of receiving watercourse.

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***Permanent Stormwater Control Measures (High Density only):***

\_\_\_\_\_ (35) Type of BMP (wet pond, rain-garden, etc.).

\_\_\_\_\_ (36) Designer's certification.

\_\_\_\_\_ (37) Narrative description of proposed stormwater system (where runoff originates (e.g. roofs, roads, parking lots, etc.), its conveyance within the project, its treatment, and its conveyance from the project to the receiving water body).

\_\_\_\_\_ (38) Profile along the centerline of the principal spillway/outfall pipe extending below the protected outfall or to the downstream structure.

\_\_\_\_\_ (39) Elevations of the "water quality" surface, temporary storage water surface, and the 10-year and 100-year storms.

\_\_\_\_\_ (40) Stage-storage table for each BMP.

\_\_\_\_\_ (41) If BMP is to be used to treat construction site runoff, provide steps necessary to restore BMP to original design condition.

\_\_\_\_\_ (42) All necessary construction specifications.

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**Submittal Checklist**

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*(3 copies must be submitted.)*

- \_\_\_\_\_ (40) Sequence of construction.
- \_\_\_\_\_ (41) Individual drainage areas for each stormwater BMP.
- \_\_\_\_\_ (42) Construction drawings and details for permanent measures.
- \_\_\_\_\_ (43) Size and location of culverts.
- \_\_\_\_\_ (44) Size and location of subsurface drainage conveyances.
- \_\_\_\_\_ (45) Disclosure of party ultimately responsible for operation and maintenance of stormwater system.

***Stormwater Calculations:***

- \_\_\_\_\_ (46) Narrative description of calculations (methods, variables, assumptions, etc.) and results.
- \_\_\_\_\_ (47) Stormwater BMPs designed in accordance with NCDENR *Stormwater BMP design manual*, and any supplements to the BMP design manual issued by the Town of Lewisville.
- \_\_\_\_\_ (48) Time of concentration for pre/post development conditions.
- \_\_\_\_\_ (49) Pre-construction and post-construction runoff calculations for each outlet from the site (at peak discharge points).
- \_\_\_\_\_ (50) Pre-construction and post-construction design calculations and hydrographs.
- \_\_\_\_\_ (51) Design calculations of culverts and storm sewers.

**ALL ITEMS ON THIS APPLICATION MUST BE ADDRESSED PRIOR TO SUBMITTAL  
ALL INCOMPLETE SUBMITTALS WILL BE RETURNED**

Permit No. SW \_\_\_\_\_

**CERTIFICATE OF STORMWATER MANAGEMENT PLAN APPROVAL AND  
STORMWATER MANGEMENT AND WATERSHED PROTECTION PERMIT  
LEWISVILLE, NORTH CAROLINA**



|                                 |         |
|---------------------------------|---------|
| <b>Project Name:</b> _____      | Example |
| <b>Location:</b> _____          |         |
| <b>Tax Map-Block-Lot:</b> _____ |         |
| <b>Project Acreage:</b> _____   |         |
| <b>PID #:</b> _____             |         |

|                           |
|---------------------------|
| <b>Permit Fee:</b> _____  |
| <b>Receipt No.:</b> _____ |

This certificate verifies that a Stormwater Management Plan has been approved for this project by the Town of Lewisville in accordance with the Federal Phase II stormwater requirements, NC General Statue 143-214.7, Session Law 2006-246 (Senate Bill 1566), and the Town of Lewisville Phase II Stormwater Management and Watershed Protection Ordinance.

A copy of this permit and the approved Stormwater Management Plan must be kept on the project site.

Per Town Ordinance Section 3-9.3(Inspection Program), inspections and inspection programs by the Town of Lewisville my be conducted or established on any reasonable basis, including but not limited to routine inspections; random inspections; inspections based upon complaints or other notice of possible violations; and joint inspections with other agencies inspecting under environmental or safety laws.

|  |   |
|--|---|
| <u><b>Financially Responsible Party:</b></u><br><b>Name, Title:</b><br><b>Company:</b><br><b>Street Address:</b><br><b>City, NC, Zip:</b><br><b>Phone:</b><br><b>Registered Agent:</b> | <p>Permission to install Best Management Practices is hereby granted by this instrument at the above location in accordance with the approved Stormwater Management Plan and Town of Lewisville’s Phase II Stormwater Management and Watershed Protection Ordinance.</p> <p><b>Reviewer:</b> _____ <b>Date:</b> _____</p> <p>This plan was approved with “modifications” ___ Yes ___ No<br/> and/or “performance reservations” ___ Yes ___ No</p> |
|--|---|

Town of Lewisville, 6550 Shallowford Rd., P.O. Box 547, Lewisville, NC 27023  
Phone: (336) 945-5558 Fax: (336) 945-5531



|                            |
|----------------------------|
| <b>FOR OFFICE USE ONLY</b> |
| Permit No: _____           |
| Date Received: _____       |
| Received By: _____         |
| _____                      |

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**AS-BUILT SUBMISSION FORM**

**Prior to obtaining a Certificate of Occupancy, the following items must be provided to the Stormwater Administrator for approval of a Stormwater Management Occupancy Permit. These will be compared to the approved Stormwater Management Permit Application for any irregularities or non-conformance with the approved plans.**

- As-built Drawings ( 1 paper copy, 1 Mylar copy)**
- Electronic As-built Drawings (.dwg, .jpg, .tif, or pdf format)**
- Engineer’s Stormwater BMP Certification**

**The as-built drawings shall reflect the “as-constructed” condition of the development and shall include sufficient information to demonstrate conformance with the approved Stormwater Management Permit Application. Significant deviations from the approved plan shall be considered violations of the Phase II Stormwater Management and Watershed Protection Ordinance and are grounds for the invocation of the injunctions and penalties defined therein, and/or withholding the release of any bond pending the completion of corrective action(s), and/or requiring a submittal of a revised stormwater permit application. In the event that the Stormwater Administrator requires submittal of a revised plan, the revision shall include a description of the discrepancies between the site conditions and the prior approved stormwater permit application, along with design calculations that demonstrate that the as-built conditions comply with the Phase II Stormwater Management and Watershed Protection Ordinance. Should the as-built conditions be shown to have a negative impact with regards to flooding, maintenance, erosion or water quality, the Stormwater Administrator has the authority to require other mitigation measures and proposed design plans to mitigate any potential impacts from the development.**

**Submitted By:**

**Signature:** \_\_\_\_\_

**Print:** \_\_\_\_\_

**Date:** \_\_\_\_\_



|                            |       |
|----------------------------|-------|
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|                            | _____ |

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**ENGINEER'S STATEMENT OF CERTIFICATION**  
**WET DETENTION POND**

*Instructions: All sections must be completed upon submittal. Any incomplete submittals will be returned. Please print or type information.*

**(1) Pond Information**

**Project Name:** \_\_\_\_\_  
**Pond Location: Highway/Street:** \_\_\_\_\_  
**Latitude:** \_\_\_\_\_ **Longitude:** \_\_\_\_\_

| Feature                            | Design | As-built |
|------------------------------------|--------|----------|
| Slope of embankments (3:1)         |        |          |
| Elevations on the following:       |        |          |
| Bottom of pond                     |        |          |
| Bottom of riser                    |        |          |
| Top of riser                       |        |          |
| Water quality hole                 |        |          |
| Invert of inflow and outflow pipes | /      | /        |
|                                    | /      | /        |
| Top of dam: Elevation and width    |        |          |
| Width of maintenance benches       |        |          |
| Anti-seep collars - size           |        |          |
| Size and material of riser/barrel  |        |          |
| Verification of volume:            |        |          |
| Permanent Sediment Storage (CF)    |        |          |
| Permanent Water Quality (SF)       |        |          |
| Permanent Water Quality (CF)       |        |          |
| Baffle location and top elevation  |        |          |
| Emergency Spillway- Width          |        |          |
| Emergency Spillway- Elevation      |        |          |



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**I state to the best of my knowledge and belief that the permanent structural stormwater Best Management Practice(s) for \_\_\_\_\_**

(name of plat)

**will control and treat the runoff from the project site between the pre- and post-development for, at a minimum, the 25-year, 6-hour storm and detain the runoff for at a minimum 48 hours but no more than 120 hours, is duly recorded in the Office of the Forsyth County Register of Deeds, and has been completed in conformance with the approved plans and specifications dated \_\_\_\_\_.**

(approved date)

**Signature: \_\_\_\_\_ (seal)**

**Date: \_\_\_\_\_**