



Wood County Engineer
 John M. Musteric, P.E., P.S.
 1 Courthouse Square, 3rd Floor
 Bowling Green, OH 43402
 Phone: 419-354-9060
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Effective Date: 7-24-2020

Storm Water Permit	
County Permit No:	_____
Date:	_____
Fee:	_____
Cash:	_____ Credit Card: _____
Check:	_____ No. _____
Receipt No:	_____

Available online at www.engineer.co.wood.oh.us

APPLICANT/OWNER INFORMATION:

INSPECTED BY _____ DATE _____

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations. I also certify that the submitted documents have been prepared by a qualified professional to meet the Stormwater requirements of the Reviewing Agency and the Ohio EPA Construction General Permit.

Name: _____ Company: _____
 Address: _____ City/State/Zip: _____
 Phone: _____ Cell: _____
 Fax: _____ Email: _____

CONTRACTOR INFORMATION:

Name: _____ Company: _____
 Email: _____ Cell: _____

PROJECT LOCATION:

Owner: _____ Address: _____
 Subdivision: _____
 Anticipated Construction Begin Date: _____ Completion Date: _____
 Plat Number: _____ Lot Number(S): _____
 Parcel Number: _____ Township: _____

PERMITS ARE VALID FOR 365 DAYS. (One Year)

Application made by: _____ Date: _____
 Printed/Owner: _____ Printed/Contractor: _____
 Signature/Owner: _____ Signature/Contractor: _____
 Please select how you would like to receive your permit: _____ US MAIL _____ EMAIL

Approved By – to be completed by The Office of the Wood County Engineer	
SWP3 Reviewer Name:	Reviewing Agency:
We have determined to the best of our knowledge the SWP3 submitted and all attached documents meet the requirements of the current OEPA Construction General Permit and are approved.	

Approved by: _____ Date: _____
John M. Musteric, P.E., P.S.
Wood County Engineer

STORMWATER POLLUTION PREVENTION PLAN (SWP3) REVIEW SUBMITTAL COVERSHEET
(MUST BE INCLUDED WITH ALL SWP3 submittals)

Site Information				
Project Name:				
Type:	<input type="checkbox"/> Residential Subdivision	<input type="checkbox"/> Private Condominium or Multi-Family	<input type="checkbox"/> Industrial or Commercial Site	
	<input type="checkbox"/> Public Improvement	<input type="checkbox"/> Other (describe)		
Notice of Intent (NOI) Acreage Calculations:				
A – PROJECT EARTH DISTURBING ACTIVITIES (area disturbed within project limits)			Area A (acres):	
B – CONTRACTOR EARTH DISTURBING ACTIVITIES* (on-site or off-site, staging areas, field offices, batch plants, and borrow/waste pits)			Area B (acres):	
A+B – TOTAL EARTH DISTURBING ACTIVITIES			Area A+B (acres):	
*Earth disturbing activities covered by this NPDES permit and not otherwise covered by a separate NPDES permit.				
NOTICE OF INTENT (NOI) SUBMITTED TO OHIO EPA?	Yes	No	Date:	Permit No. (if known):

Required submittal items. Incomplete submittals will not be reviewed.	
<input type="checkbox"/>	COMPLETED STORMWATER POLLUTION PREVENTION PLAN CONTACT LIST
<input type="checkbox"/>	1 COPY OF COMPLETE SWP3 (PLAN SHEETS, DOCUMENTS, FORMS, ETC.)
<input type="checkbox"/>	1 COPY OF COMPLETED OHIO EPA SWP3 CHECKLIST
<input type="checkbox"/>	1 COPY OF STORM DRAINAGE AND WATER QUALITY CALCULATIONS
<input type="checkbox"/>	1 COPY OF BMP MAINTENANCE AGREEMENT WITH LONG TERM MAINTENANCE PLAN
<input type="checkbox"/>	DIGITAL COPY (PDF) OF ALL ITEMS SUBMITTED
<input type="checkbox"/>	OTHER (PLEASE DESCRIBE)

NOTE: EACH CONTRACTOR MUST COMPLETE AND SIGN THE “CONTRACTOR CONTACT SHEET AND CERTIFICATION FORM” BEFORE BEGINNING CONSTRUCTION.

CONSTRUCTION SITE FIRST POINTS OF CONTACT			
“Qualified inspection personnel” means a person knowledgeable in the principles and practice of erosion and sediment controls, who possesses the skills to assess all conditions at the construction site that could impact Stormwater quality and to assess the effectiveness of any sediment and erosion control measures selected to control the quality of Stormwater discharges from the construction activity. Responsibilities include, but are not limited to completing the required inspection reports.			
Qualified Inspection Personnel:		Phone	Ext
Company	Email	Cell	
Site Superintendent		Phone	Ext
Company	Email	Cell	
Emergency Contact (If different from above)		Phone	Ext
Company	Email	Cell	

*Click these web links for the [Application](#) and [instructions](#)

**Available at http://www.tmacog.org/storc/SWP3_Review_Contractor.pdf

***Qualified personnel must be authorized to amend for the spoils location if the location and management practices are pending.

Single Lot SWPPP Instructions

For a Single Lot Stormwater Pollution Prevention Plan Application to be considered complete by the Wood County Engineer's Office it must include the following:

- Ohio Environmental Protection Agency Notice of Intent (NOI) Approval – please provide a copy of their approval letter with the application. SWP3 approval will not be granted until a copy has been provided to this office.
- Copies of Your Site Plan(s).
- Construction start dates must be indicated.
- Please sign and date the form. By signing you are acknowledging you are aware of your responsibilities as applicant and are aware of the ramifications of non-compliance. Unsigned copies will not be accepted.

Other things to consider:

- While we strive to be as responsive as possible, SWP3 review is a time and labor-intensive process. Please factor approval time into your planning considerations. It is the applicant's responsibility to send us the requisite documentation in a timely fashion.
- There is no up-front application fee. Hours spent processing and reviewing your SWP3 will be logged by the Wood County Engineer's Office and you will be sent an invoice after approval has been granted.
- Each approval is good for up to one (1) calendar year. If you have not commenced land disturbing activities within one year of your original approval, you must resubmit your form and SWP3. However, if disturbance has commenced within the year and is ongoing, approval is continuously renewed.

Directions

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- a. Initial/Renewal Coverage – This form may be used to initiate first-time approval or to continue approval. Please check the box that applies to your SWP3.
- b. Ohio EPA Facility Permit Number – When an NOI has been approved by the Ohio EPA, they assign it a Facility Permit Number, please provide that number on the space provided. Additionally, please attach a copy of the NOI Approval letter you have received from the Ohio EPA.
- c. Facility Permit Number – When an NOI has been approved by the Ohio EPA, they assign it a Facility Permit Number, please provide the number of the subdivision. For instance, New Subdivision Plat 5.
- d. Total Land Disturbance – In acres, the amount of land that is to be disturbed as part of your development.
- e. Planned Start Date – The date on which you plan to commence land disturbing activities. If you have not determined the date, please provide an approximation. Applications without a planned start date will not receive approval until one has been provided.
- f. Activity – The category in which the development belongs.