



**LOCAL STORMWATER  
MANAGEMENT PERMIT  
APPLICATION**

Town of Wilbraham  
Department of Public Works

**1. Project / Site Information**

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

Description: \_\_\_\_\_

Estimated Area to be Disturbed (ft<sup>2</sup>): \_\_\_\_\_

<b>Project Type (check one)</b>	<b>Permit Review and Inspection Fee</b>
<input type="checkbox"/> Minor Project (less than 1 acre disturbed)	\$300.00
<input type="checkbox"/> Major Project (1 acre or > disturbed)	\$300.00 + \$100.00 per acre proposed to be disturbed

**2. Applicant Information**

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

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

Telephone: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Fax: \_\_\_\_\_

**3. Owner Information  
(if different from Applicant)**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**4. Certification**

**I hereby certify that the information contained herein including all attachments is true, accurate and complete to the best of my knowledge. Further, I grant the Wilbraham DPW and its employees and agents permission to enter the property to review this application and make inspections before, during and after construction.**

\_\_\_\_\_  
*Applicant's Signature*                      *Date*                      *Owner's Signature*                      *Date*

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Fee Paid: \_\_\_\_\_

Date Paid: \_\_\_\_\_

PID# \_\_\_\_\_

(for DPW use only)

Permit #: \_\_\_\_\_

Approved By: \_\_\_\_\_

Approval Date: \_\_\_\_\_

## 5. Application Requirements

The application to the Wilbraham Department of Public Works (DPW) for a Local Stormwater Management Permit must include submission of the following:

- Completed and Signed Local Stormwater Management Permit Application
- Site plan depicting the information as described in Section E of the Local Stormwater Management By-law
- Non-Refundable Permit Review and Inspection Fee
- All major projects must submit a copy of the Notice of Intent, (NOI) along with the EPA's "Approval acknowledgement for the projects NOI submission for Stormwater Discharges Associated with Construction Activity" and a copy of the Storm Water Pollution Prevention Plan (SWPPP) filed with EPA
- Only if required by DPW, minor projects must submit a Storm Water Pollution Prevention Plan (SWPPP), as described in the Wilbraham Stormwater Management By-law.

**Please refer to the Local Stormwater Management By-law, Section E "Permit and Procedures Requirements" for additional requirements.**

## 6. Application Submission, Review, and Approval Procedures

- 1. Application Submittal:** The application to the Wilbraham DPW for a Local Stormwater Management Permit must be submitted prior to or concurrently with any land use permit application. Submission of an application should be made to the Wilbraham DPW. For more information and copies of the Local Stormwater Management By-Law visit the Town web site at [www.wilbraham-ma.gov](http://www.wilbraham-ma.gov) or contact the DPW at 413-596-2800 ext 208.
- 2. Review** Wilbraham DPW will review the application and supporting documents based on the criteria set forth in the Local Stormwater Management By-Law and will take final action within 21 municipal business days of the receipt of a complete application unless such time is extended by agreement between the applicant and the Wilbraham DPW.
- 3. Final Action:** The Wilbraham DPW's final action will be in writing and will be sent to the applicant and the appropriate Town Department(s) and Board(s).