



## Checklist for Stormwater Pre-Construction Application

The following items are required: Please place copies on flash drive or CD:

- Completed general application form, signed by owner or authorized agent.
- Fees: \$1050 plan review, \$325 inspection. Check, cash or Visa/Mastercard will be accepted.
- Copy of NOI Authorization received from ADEQ or evidence of the State’s construction permit. Include proof of any required environmental approvals or permits (including USACOE permits).
- One electronic copy of the Civil Engineering Plans.
- One electronic copy of the Stormwater Site Plan. This Site Plan must:
  - Clearly identify the site (including boundaries, scale, and north arrow);
  - Cover the complete interior and perimeter of the construction site during all phases of the project (multiple sheets may be required to clarify pre-construction and construction conditions, and construction phasing);
  - Depict the placement of Best Management Practices (BMPs) to be used during the preconstruction land disturbance and during construction phase of a construction project;
  - Consider all possible water quality impacts;
  - Explain in sufficient detail the construction BMPs\* to be followed by the owner and all who work on the site; and
  - Define the BMPs to ensure that erosion will be minimized, sediment transport managed, and controls for other wastes are in place during the construction process.

Please note that you must keep a site plan on-site to track updates and changes as they occur.

Once submitted, you will receive a stormwater tracking number (to be used on all correspondence with and future submittals to Environmental Services Department).

For additional information about this application process, please refer to the Pre-Construction and Construction Plan Review and Inspection flow chart, at <http://www.maricopa.gov/EnvSvc/AboutUs/StormWater/docs/preconflow.pdf>. For questions, please visit our website at [www.maricopa.gov/3980/stormwater](http://www.maricopa.gov/3980/stormwater) or contact the Stormwater Quality Program at the number above.

\*The Stormwater Program considers the BMPs found in the Maricopa County Flood Control District (MCFCD) Erosion Control Manual (<https://www.maricopa.gov/DocumentCenter/View/2368/2015-03-Drainage-Design-Manual-for-Maricopa-County-Volume-III-Erosion-PDF?bidId=>) as the minimum acceptable standard for BMPs. The only exception is that the Stabilized Construction Entrance requirements of Maricopa Air Quality (AQ) Department Rule 310 (<https://www.maricopa.gov/DocumentCenter/View/5354/Rule-310---Fugitive-Dust-from-Dust-Generating-Operations-PDF?bidId=>) are also acceptable. The use of any other BMPs will require written justification demonstrating that the proposed BMPs meet or exceed the requirements of the MCFCD BMPs.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_



**5. Person or Firm Responsible for Fee Payment:**

Name: \_\_\_\_\_ Phone # \_\_\_\_\_

Method of Payment: \_\_\_\_\_

Current Mailing Address\*: \_\_\_\_\_ Fax # \_\_\_\_\_  
Street Name and Number

\_\_\_\_\_ Mobile # \_\_\_\_\_  
City State Zip Code

E-mail: \_\_\_\_\_

**6. ADEQ Authorization Number:**

AZCON- \_\_\_\_\_

Other Record(s) \_\_\_\_\_

Other Record(s) \_\_\_\_\_

**7. Other Permits:**  
 List any county, state or federal permits already associated with this site or that are needed (**List all that apply, incl. permit numbers**):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**8. Special Comments (if any):**

\_\_\_\_\_

\_\_\_\_\_

**9. Requesting Expedited Review? (Double fees apply):**     Yes     No

**10. Certification: (READ CAREFULLY AND SIGN BELOW, to be completed by the property owner/developer identified in Item Two (2) on the front of this application:**

I \_\_\_\_\_, certify that this Stormwater plan review application and all attachments were  
Print name

prepared under my direction or authorization and all information is, to the best of my knowledge, true, accurate and complete. **I am aware that there are significant penalties for submitting false information including approval revocation as well as the possibility of fine and imprisonment for known violations.**

\_\_\_\_\_ Date \_\_\_\_\_  
Signature



## MARICOPA COUNTY ENVIRONMENTAL SERVICES DEPARTMENT

### A.R.S. §11-1602: REGULATORY BILL OF RIGHTS

#### A. TO ENSURE FAIR AND OPEN REGULATION BY COUNTIES, A PERSON:

1. IS ELIGIBLE FOR REIMBURSEMENT OF FEES AND OTHER EXPENSES IF THE PERSON PREVAILS BY ADJUDICATION ON THE MERITS AGAINST A COUNTY IN A COURT PROCEEDING REGARDING A COUNTY DECISION AS PROVIDED IN A.R.S. §12-348.
2. IS ENTITLED TO RECEIVE INFORMATION AND NOTICE REGARDING INSPECTIONS AS PROVIDED IN A.R.S. §11-1603.
3. IS ENTITLED TO HAVE A COUNTY NOT BASE A LICENSING DECISION IN WHOLE OR IN PART ON LICENSING CONDITIONS OR REQUIREMENTS THAT ARE NOT SPECIFICALLY AUTHORIZED AS PROVIDED IN A.R.S. §11-1604.
4. MAY HAVE A COUNTY APPROVE OR DENY THE PERSON'S LICENSE APPLICATION WITHIN A PREDETERMINED PERIOD OF TIME AS PROVIDED IN A.R.S. §11-1605.
5. IS ENTITLED TO RECEIVE WRITTEN OR ELECTRONIC NOTICE FROM A COUNTY ON DENIAL OF A LICENSE APPLICATION THAT:
  - (A) JUSTIFIES THE DENIAL WITH REFERENCES TO THE STATUTE, ORDINANCE, REGULATION, DELEGATION AGREEMENT OR AUTHORIZED SUBSTANTIVE POLICY STATEMENTS ON WHICH THE DENIAL IS BASED AS PROVIDED IN A.R.S. §11-1605.
  - (B) EXPLAINS THE APPLICANT'S RIGHT TO APPEAL THE DENIAL AS PROVIDED IN A.R.S. §11-1605.
6. IS ENTITLED TO RECEIVE INFORMATION REGARDING THE LICENSE APPLICATION PROCESS AT THE TIME THE PERSON OBTAINS AN APPLICATION FOR A LICENSE AS PROVIDED IN A.R.S. §11-1606.
7. MAY INSPECT ALL ORDINANCES, REGULATIONS AND SUBSTANTIVE POLICY STATEMENTS OF A COUNTY, INCLUDING A DIRECTORY OF DOCUMENTS, AT THE OFFICE OF THE COUNTY OR ON THE COUNTY'S WEBSITE AS PROVIDED IN A.R.S. §11-1607.
8. UNLESS SPECIFICALLY AUTHORIZED, MAY EXPECT COUNTIES TO AVOID DUPLICATION OF OTHER LAWS THAT DO NOT ENHANCE REGULATORY CLARITY AND TO AVOID DUAL PERMITTING TO THE MAXIMUM EXTENT PRACTICABLE AS PROVIDED IN A.R.S. §11-1604.
9. MAY FILE A COMPLAINT WITH THE BOARD OF SUPERVISORS CONCERNING AN ORDINANCE, REGULATION OR SUBSTANTIVE POLICY STATEMENT THAT FAILS TO COMPLY WITH A.R.S. §11-1602.
10. AS PROVIDED IN A.R.S. §11-1604, IS ENTITLED TO HAVE A COUNTY NOT REQUEST OR INITIATE DISCUSSIONS ABOUT WAIVING ANY OF THE RIGHTS PRESCRIBED IN A.R.S. §11-1602.