

APPENDIX B

Additional Submittal Requirements

Note:

Some pages in this document have been purposely skipped or blank pages inserted so that this document will print correctly when duplexed.

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B-1. Preliminary Drainage Control Review Submittal Requirements

[Preliminary Drainage Control Review](#) is required for certain Master Use Permit (MUP) applications per [SMC 22.807.020.A](#) (refer to [Volume 1, Section 8.1](#)). The general submittal requirements are described in [Volume 1, Section 8.1](#). However, different types of MUPs require different levels of Drainage Review and different levels of detail.

[The following describes the specific submittal requirements and Drainage Review process for each type of MUP that will typically require Drainage Review.](#)

B-1.1. Subdivisions and Short Plats

B-1.1.1. Subdivisions

[“Full” Subdivisions per SMC 23.22 require a high level of detail for approval of Preliminary Drainage Control Review. Prior to Preliminary Plat Approval, a Preliminary Drainage Control Plan \(Plan\), Preliminary Drainage Report \(Report\), and all supporting documents as described in Volume 1, Section 8.1 must be submitted and approved. The Plan and Report shall identify all BMPs necessary to meet the minimum requirements \(e.g., On-site Stormwater Management, Flow Control, Water Quality, etc.\) including size and location. The level of detail required is the same as required for Standard and Comprehensive Drainage Control Review.](#)

[The Preliminary Drainage Control Plan approval does not constitute approval for construction. The final Drainage Control Plan and Report must be submitted with a construction permit where Standard or Comprehensive Drainage Control Review will occur.](#)

[Note: per SMC 22.805.010.D, drainage control facilities and drainage systems that will serve multiple lots, parcels, or tracts in the subdivision must be permitted and constructed prior to Final Plat Approval unless a bond is posted for the construction cost of the drainage facilities and system. Also, if not constructed prior to Final Plat, these shared facilities must be permitted and constructed prior to issuance of any building permit within the subdivision. Depending on the scope and location, this will require either a Grading Permit, Building Permit, or a Seattle Department of Transportation \(SDOT\) Street Improvement Plan \(SIP\) Permit.](#)

[Subsequent construction permits in the subdivision must demonstrate that they are compliant with the approved Preliminary Drainage Control Plan or must submit a modified final Drainage Control Plan and Report that shows that the requirements for the full subdivision are still met.](#)

B-1.1.2. Short Plats

[Short Plats \(a.k.a. Short Subdivisions\) per SMC 23.24 require a similar level of detail as Full Subdivisions for approval of Preliminary Drainage Control Review. However, if the full development in the Short Plat, including all lots, parcels and tracts, will not trigger Flow Control or Water Quality Treatment, or require a Mainline Extension and each lot will have an](#)

approved off-site point of discharge for drainage, then the Drainage Control Plans may be deferred to the construction permits if the Drainage Condition #1 is placed on the first sheet of the plat. Otherwise, a Preliminary Drainage Control Plan, Preliminary Drainage Report (if required), and all supporting documents as described in *Volume 1, Section 8.1* must be submitted and approved prior to approval of the Short Plat.

Note: per SMC 22.805.010.D, drainage control facilities and drainage systems that will serve multiple lots, parcels, or tracts in the Short Plat must be permitted and constructed prior to issuance of any building permit within the subdivision. Depending on the scope and location, this will require either a Grading Permit, Building Permit, or an SDOT SIP Permit.

Subsequent construction permits in the short plat must demonstrate that they are compliant with the approved Preliminary Drainage Control Plan or must submit a modified final Drainage Control Plan and Report that shows that the requirements for the full short plat are still met.

B-1.1.3. Typical Drainage Conditions for Subdivisions and Short Plats

Subdivisions or Short Plats will require one or more of the following typical Drainage Conditions. Additional Drainage Conditions may apply a required by the Director. The applicable Drainage Conditions must be placed on the first sheet of the plat.

Typical Drainage Condition #1. (Required on all Subdivisions and Short Plats): The subdivision of the property will not reduce the requirements of the Seattle Stormwater Code and the Seattle Side Sewer Code. For the purposes of ensuring compliance with the intent of the Seattle Stormwater Code and the Seattle Side Sewer Code, the proposed parcels within this subdivision will meet the standards required by the higher area threshold of the entire property being subdivided or the entire development, whichever is larger, rather than the standards required for each of the proposed parcels individually.

Typical Drainage Condition #2. (Required for all Subdivisions or Short Plats that require submittal of Preliminary Drainage Control Plans): Approval of the Drainage and Utility Plans and Drainage Report reviewed with this Subdivision/Short Subdivision is preliminary. A Drainage and Wastewater Control Plan, a Construction Stormwater Control/Soil Amendment Plan, a Drainage Report (if triggered), and all supporting documents will be required for all future construction permits within this Subdivision/Short Subdivision.

Typical Drainage Condition #3 (Required if the Preliminary Drainage Control Plan shows drainage control facilities that will serve multiple lots, parcels, or tracts within the Subdivision/Short Subdivision): The shared stormwater and side sewer facilities that will serve all of the properties in this Short Subdivision must be permitted and installed under a separate Site Work/Grading Permit. This Site Work/Grading Permit must be approved and issued before any subsequent construction permits for the buildings within this Short Subdivision are issued and the Site Work/Grading Permit must be completed and finalized before any other construction permit is finalized.

Typical Drainage Condition #5 (Required if a Public Storm Drain mainline extension is required.): The public storm drain shall be extended across the full street frontage of the subdivision/short plat per SMC 22.800.040 [option 1- before any other construction permits on

[the created/adjusted lots, parcels or tracts are issued\] \[option 2- before approval of the Final Plat\] unless an adjustment or exception is approved by the Director per SMC 22.800.040.B or C.](#)

[B-1.2. Unit Lot Subdivisions](#)

[Unit Lot Subdivisions per SMC 23.22.062 and 23.24.045 typically have a building permit that is already issued or is being reviewed simultaneously with the Unit Lot Subdivision. If Standard or Comprehensive Drainage Review is already completed or in process for a Building Permit that includes all proposed development in the Unit Lot Subdivision, then the Drainage Control Plan and Drainage Report are not required to be submitted with the Unit Lot Subdivision submittal.](#)

[In the case where an application Building Permit that covers all development in the Unit Lot Subdivision has not been made, a Preliminary Drainage Plan and Drainage Report \(if required\), and all supporting documents must be submitted with the Unit Lot Subdivision application \(similar to Short Plats and Subdivisions\).](#)

Easements

[All unit lots must be demonstrated to have legal access for the proposed drainage features or conveyance systems that must cross the other unit lots within the subdivision and for all shared drainage facilities. Easements must be either established the in the Unit Lot Subdivision or shall be shown and the King County recording number indicated in the Unit Lot Subdivision.](#)

[B-1.3. Lot Boundary Adjustments](#)

[Preliminary Drainage Review for Unit Lot Subdivisions per SMC 23.28 is limited to reviewing for adequacy of sewer and drainage. If there is sewer or drainage infrastructure that is accessible to each adjusted lot and all lots that have street frontage have a public drainage system in their frontage, then a Preliminary Drainage Control Plan is not required. However, if there is no available off-site point of discharge for some or all of the lots, then a Preliminary Drainage Control Plan and associated documents will be required to demonstrate that the proposed or potential development on each lot can meet the requirements of *Volume 1, Section 4.3.2.1* \(e.g., designed to fully infiltrate runoff on-site\). The level of detail required on the Preliminary Drainage Control Plan must include a Site Plan showing the proposed or potential development and the sizes and possible locations of stormwater BMPs that will manage the runoff fully on-site.](#)

[Note: for the purposes of determining if the thresholds for Stormwater Code requirements are met, unlike in Short Plats and Subdivisions, each lot is considered separately unless the projects on the separate lots are closely related as described in *Volume 1, Section 2.1*.](#)

B-2. [Drainage Report Format/Content Requirements](#)

Drainage Reports are a required part of many Drainage Control Plans as indicated in [Volume 1, Chapter 8](#). The following table describes the typical, required elements and recommended format for Drainage Reports. Additional information that is not included in this table may be required per site-specific projects as needed.

Drainage Report Section		Stormwater Manual Reference	Submittal Notes	
1. Introduction	1.1. Project overview	Volume 1, Chapter 8	Include the site and drainage control summary section from the OSM calculator.	
	1.2. Project description		Describe the existing and proposed conditions including a summary of existing hard surface area.	
2. Determining minimum requirements	2.1. Define the boundaries of the project site	Volume 1, Section 2.1	Include a vicinity map highlighting the project area	
			Include a description of the drainage basins and a map highlighting the area per basin.	
			Include a table with information about the drainage basins.	
	2.2. Identify the type of project	Volume 1, Section 2.2	The project will be classified as a specific project type; this will determine the minimum requirements.	
	2.3. Identify the receiving water and downstream conveyance		Volume 1, Section 2.3	Include at least one map that shows the existing drainage infrastructure per basin.
				Include a table listing the type of receiving water and downstream conveyance per basin.
	2.4. Perform site assessment and planning	Volume 1, Section 2.4	The Drainage Report shall contain, at a minimum, the evaluation and conclusion of each of these items (Section 2.4.1 through 2.4.11) when applicable.	
	2.4.1. Project boundaries	Volume 1, Section 7.2		
2.4.2. Setbacks				
2.4.3. Location of buildings				
2.4.4. Foundation and footing drains				
2.4.5. Soil condition assessment and infiltration feasibility analysis	Volume 1, Section 7.3; Volume 3, Section 3.2			

Drainage Report Section		Stormwater Manual Reference	Submittal Notes
2. Determining minimum requirements (continued)	2.4.6. Environmentally critical areas	Volume 1, Section 7.4	
	2.4.7. Dewatering	Volume 1, Section 7.5	
	2.4.8. Topography	Volume 1, Section 7.6	
	2.4.9. Site Assessment	Volume 1, Section 7.7	
	2.4.10. Landscaping principles	Volume 1, Section 7.8	
	2.4.11. Site design considerations and dispersion feasibility	Volume 1, Section 7.9 Volume 3, Section 3.2	
	2.5. Calculate land disturbing activity and new plus replaced hard surface	Volume 1, Section 2.5	Provide a map highlighting the project's new plus replaced hard surface and limits of disturbance per basin. Provide a color map that identifies different types of surfaces and quantities.
2.6. Calculate new plus replace pollution generating surface	Volume 1, Section 2.6	Provide a map highlighting the pollution generating hard and pervious areas per basin	
2.7. Determine which minimum requirements apply	Volume 1, Section 2.7	Include a summary of all minimum requirements that apply	
3. Minimum requirements for all projects	3.1. Maintaining natural drainage patterns	Volume 1, Section 3.1	The Drainage Report shall contain, at a minimum, an evaluation and conclusion of each of these items (Section 3.1 through 3.12) when applicable.
	3.2. Discharge point	Volume 1, Section 3.2	
	3.3. Flood-prone areas	Volume 1, Section 3.3	
	3.4. Construction site Stormwater pollution prevention control	Volume 1, Section 3.4; Volume 1, Chapter 8; Volume 2, Chapter 2	Submit small- or large-project CSC checklist and CSC plan. A narrative is also required and a short narrative describing the selected BMPs and the results of any required calculations.
	3.5. Protect wetlands	Volume 1, Section 3.5	

Drainage Report Section		Stormwater Manual Reference	Submittal Notes	
3. Minimum requirements for all projects (continued)	3.6. Protect streams and creeks	Volume 1, Section 3.6		
	3.7. Protect shorelines	Volume 1, Section 3.7		
	3.8. Ensure sufficient capacity	Volume 1, Section 3.8		
	3.9. Install source control BMPs	Volume 1, Section 3.9; Volume 4, Section 1.6	Include the Worksheet for Identifying Applicable Source Control BMPs (Table 1)	
	3.10. Do not obstruct water courses	Volume 1, Section 3.10		
	3.11. Comply with side sewer code	Volume 1, Section 3.11	Side sewers in ROW must be shown on SIP plans but require separate permit.	
	3.12. Maintained and inspection	Volume 1, Section 3.12		
4. Minimum requirements base in project type	4.1. Soil amendment	Volume 1, Section 5.1	Include site plans highlighting the area requiring soil amendment (disturbed area)	
	4.2. On-site Stormwater management	Volume 1, Section 5.2; Volume 3, Chapter 3	Include all categories (1 to 5). Consider all on-site BMPs in a category for feasibility before moving on to each successive category as necessary. Provide conclusions per each category. Follow the steps described in Volume 3 to select the appropriate Stormwater BMPs.	
	4.3. Flow control	5.3.1. Wetland protection standard	Volume 1, Section 5.3; Volume 3, Sections 3.4 and 4.1	When using hydrologic modeling software, provide conclusions for each simulation to explain how the proposed flow control BMP complied with SMC, Section 22.805.080. Include a map identifying the tributary area connected to the flow control BMP that specifies the amount of area been collected.
		5.3.2. Pre-developed forest standard		
		5.3.3. Pre-developed pasture standard		
5.3.4. Peak control standard				

Drainage Report Section			Stormwater Manual Reference	Submittal Notes
4. Minimum requirements base in project type (continued)	4.4. Water quality treatment	5.4.1. Basic treatment	Volume 1, Section 5.4; Volume 3, Section 3.5	
		5.4.2. Oil treatment		
		5.4.3. Phosphorus treatment		
		5.4.4. Enhanced treatment		
5. Conclusion				Describe the project and how each of the requirements were met, giving a summary of the problems and solutions proposed for this project.
Appendix A	Figures and Maps			
Appendix B	Construction Stormwater Control and Temporary Dewatering Calculations			
Appendix C	On-site Stormwater Management Workbook and any related documentation or calculations			Include the full workbook and related documentation to justify infeasibility criteria selected (e.g., financial infeasibility criteria).
Appendix D	Flow Control Calculations (if required)			
Appendix E	Water Quality Calculations (if required)			
Appendix F	Landscape Management Plan (if required)			
Appendix G	Source Control Calculations (if required)			
Appendix H	Infiltration Checklist and Documentation			
Appendix I	Soil and Infiltration Investigation Documentation			Infiltration checklists and documentation. Groundwater investigation and estimated flowrate documentation. Geotechnical Report
Appendix J	Inspections and Operations and Maintenance (O&M) Requirements and schedule			