Address: _____ Date Submitted: _____

Property Owner: _____ Phone Number: _____

Contact Person: _____ E-mail: _____

Total Site Area (s.f.): _____ Total Disturbed Area (s.f.) _____

Total Impervious Area Before Project (s.f.): _____

Total Impervious Area After Project (s.f.): _____

Storm Water Management – City Requirements, Chapter 13 MMSD Requirements

(Check all that apply)

☐ Development or redevelopment adding less than 5,000 square feet of impervious surfaces (e.g. parking lots, roofs, etc.) and disturbing less than one acre.

- A brief storm water management plan is required in accordance with Section 11.19 (9) (a) of West Allis Municipal Code. MMSD Chapter 13 and NR 151 performance standards do not apply.

☐ Development or redevelopment site consists of one acre or more of land disturbing activity.

- A storm water management plan and erosion control plan is required in accordance with Section 11.19 (9) (a) of West Allis Municipal Code and NR 151 and NR 216.

☐ Development or redevelopment adding between 5,000 square feet and ½ acre (21,780 square feet) of impervious surfaces need to control storm water runoff using a "Green Infrastructure" plan.

- If yes, see "MMSD Green Infrastructure Requirements", Appendix A.

☐ Development or redevelopment adding more than ½ acre (21,780 square feet) of impervious surfaces, porous pavement, or vegetated roof or demolition or construction during redevelopment that will disturb an area larger than 2 acres.

- If yes, see "MMSD Storm Water Management Plan Requirements", Appendix B.

Note: depending on the site, it may be deemed both a development by MMSD and redevelopment by the DNR. While the classification is based on what the current sites conditions are, different determinations are made based on the different focuses for each of their rules. In general, MMSD looks at sites from a water quantity perspective and DNR looks at sites from a water quality perspective.

Sanitary Sewer Requirements – Chapter 2 MMSD

☐ Will a private interceptor main sewer serving two or more buildings be installed?
- If yes, MMSD Chapter 2 requires MMSD approval of new private interceptor main sewers. Details and plans for new private interceptor main sewers shall be submitted to the City of West Allis Department of Building Inspection and Neighborhood Services for initial assessment for compliance to local ordinances and MMSD requirements. Changes and/or corrections if needed to be addressed as needed. Plans then submitted to MMSD for final approval by the City of West Allis.
- If a sewer line will be crossing property lines, additional easements and/or ownership investigation may be required.

☐ Is the land use/zoning changing or residential density changing?
- If yes, flow allocations from MMSD will be required. Flow allocation worksheets are completed & submitted by the engineering department - additional information will be needed from the developer.

Water Services

☐ Will any new water services create a "looped" system and tie back into City of West Allis water mains?
- If yes, check valves will be required per NR 811.68(3) if water main is to be privately owned.
- If yes and no check valves are installed, water main will be considered public and will require additional approvals and fees. Easements will be required along with City of West Allis Engineering Department and State of Wisconsin DNR approvals and inspections.

☐ All tapping of City of West Allis water mains shall be done by City of West Allis Water Department. Fees are determined by size of main and new water service.

Plumbing Plan Reviews

☐ Does the new building(s) have a total of 10 or more interior and exterior plumbing fixtures** and/or over 1 acre of storm water drainage system?
- In no, no plan reviewed required.
- If yes, plumbing plan review by the City of West Allis as an agent municipality of the State of Wisconsin will be required to review the plumbing system for compliance to state and local plumbing codes.
- Fees are determined by size and scope of plans.
- Contact City of West Allis Building Inspection and Neighborhood Services Plumbing Division for more information on plumbing plan reviews. Plan review application available at the Department of Building Inspection and Neighborhood Services or at www.westalliswi.gov/BINS. Approximate time required for plumbing review is 10 business days.

**Fixtures include: Catch Basins/Inlets, Manholes
Floor Drains, Roof Drains, Hosebibbs
Sinks, Water Closets, Urinals, etc.
Plumbing Appliances (Dishwasher, etc.)
Grease Interceptors
Cross Connection Control Devices

Other Fees

☐ Right of way excavation permit & driveway permits.
- Required if any excavating is done in City Right of Way (sidewalks, roads, alleys, etc.). County or State permits may also be required depending on roadway being excavated. Please see https://www.westalliswi.gov/727/Engineering-Permits-Applications

☐ Forestry Department.
- Required if any City trees need to be removed.

☐ Electrical Department.
- Required if any City light poles need to be moved.

Appendix A

MMSD Green Infrastructure Plan Requirements

- What is it:
  - A simple sustainable way to capture, control and store rainwater and melting snow.

- How:
  - Install green infrastructure including: rain barrels, rain gardens, trees, porous pavers, green roofs, cisterns, bio swales, etc.

- Requirements:
  - If between 5,000 square feet and ½ acre (21,780 square feet) are added, the amount of rainfall that equals ½" of rain across the impervious area must be held on-site using green infrastructure.
    Example: If 5,000 square feet of impervious area is added, 1,559 gallons of Green Infrastructure (G.I.) capacity will be required.

- Process:
  - A G.I. plan describing runoff management shall be submitted to City of West Allis Department of Building Inspection and Neighborhood Services for initial assessment. City of West Allis will forward plans to MMSD for final approval. MMSD and the Fresh Coast Resource Center are available to further walk you through the process and help with any green infrastructure sizing and placement needs.

- GI plans:
  - The elements of a complete sewer plan submittal:
    - A description of the project with dimensions for the net new impervious surfaces
    - A description of the proposed GI with dimensions
    - One or more drawings that show the location of the new impervious surfaces and the proposed GI
    - Calculations showing the volume of the proposed GI is equal to or greater than the required detention volume.
    - Maintenance plan

- Fees/Time:
  - Fees will be determined by size and scope of G.I. plan. Approximate time for MMSD final approval is 3 – 4 weeks.

- Resources:
  - MMSD's Guide:
    HOW TO CREATE & SUBMIT A GREEN INFRASTRUCTURE PLAN
    or visit https://www.mmsd.com/government-business/rules-regulations/rules and look for this document under Chapter 13
  - Fresh Coast Guardian Site:
    www.freshcoastguardians.com

Appendix B

MMSD Storm Water Management Plan Requirements

- What is it:
  - A detailed plan developed by an engineer describing how storm water will be controlled, managed and how sediment will be captured along with the maintenance of the system using a series of engineering formulas. Required information needed is included in Appendix C, MMSD's submittal checklist. Engineer shall also complete MMSD's Chapter 13 Cover Checklist (Excel file) available at https://www.mmsd.com/government-business/rules-regulations/rules, under Chapter 13, or download Chapter 13 SWMP Worksheet.

- Process:
  - The completed storm water management plan (SWMP) and construction plan set with all of MMSD's required information and engineering data shall be submitted to the City of West Allis Department of Building Inspection and Neighborhood Services for initial assessment of compliance to local ordinances and state plumbing codes. Upon initial assessment, plans will be forwarded to AECOM for final assessment of MMSD's requirements. If changes/corrections are needed, a revised SWMP will be submitted. Once SWMP has been approved by the City & AECOM, completed SWMP and construction plans will be forwarded to MMSD by AECOM on behalf of the City for final MMSD approval.

- Fees/Time:
  - City of West Allis assessment fees will be determined by size and scope of plan. Approximate time from plan submittal to final MMSD approval is 3 – 4 weeks.

Appendix C

MMSD Chapter 13 Surface Water and Storm Water Reviews
Storm Water Management Plan Submittal Checklist

Municipality:_____ Date submitted:_____
Name of contact person:_____ Telephone number:_____
Project name:_____
☐ New submittal
☐ Resubmittal #:_____

The following items must be provided in a Storm Water Management Plan (SMP) to be considered a complete submittal and initiate the District's Chapter 13 review process:

1. Municipality cover letter stating that the SWMP has been reviewed and approved
2. Chapter 13 cover sheet (Excel file) available at: https://www.mmsd.com/government-business/rules-regulations/rules (under Chapter 13) or download Chapter 13 SWMP Worksheet.
3. Narrative that includes:
    a. Project description
    b. Project address
    c. Procedure used to meet Chapter 13
    d. Table listing pre- and post-development or redevelopment runoff volumes or runoff release rates
    e. Local ordinance requirements or off-site drainage constraints that may be more restrictive than District's Rules
    f. Storm water management facility description
    g. Site maps that show:
        i. Boundary of the drainage area tributary to the project site
        ii. General roads, pedestrian ways, access to site, adjacent land uses, existing man-made structures, and public facilities
        iii. Existing and proposed contours at a minimum of 2-foot intervals, extending a minimum of 200 feet beyond the limits of the proposed development and flow path for each subbasin
        iv. Streams, lakes, ponds, existing drainage swales, floodplains, wetlands, natural storage, and other physical features within or adjacent to the project area
        v. Locations of existing and proposed utilities, sewers, and water lines
        vi. Areas to be cut or filled
        vii. Proposed area of any construction or demolition activity that disturbs native soil or the soil under a base course or subbase course
        viii. Locations of proposed buildings, roads, parking areas, and other permanent structures
4. Modeling that includes:
    a. Hydrologic and hydraulic design calculations including all assumptions and criteria for the existing and post-development conditions for the design storms
    b. Maximum depth and elevation, design, volume, peak outflow for the 50% and 1% probability (2- and 100-year) storm events, area, and time to drain (based on hydrograph routing computations)
    c. For volumetric design procedure calculations, existing and post-development hydrographs, critical time period and existing and post-development out- flow volumes for the 50% and 1% probability (2- and 100-year) storm events during the critical time period
    d. For multi-site facilities, analysis of ultimate development in the tributary watershed, consideration of multiple phases of construction, use of the volumetric procedure, identification of required drainage improvements between the developments or redevelopments of the multi-site facility, and effective conveyance to multiple storage facilities
5. Operation, maintenance, and inspection plan
6. Existing and proposed conveyance system including:
    a. Design drawings and details for all conveyance facilities
    b. System inlet details
    c. Outlet and outfall designs and details
    d. Hydraulic grade line calculations and plots developed in the design of the storm water facilities
    e. Calculations of outlet conditions at site discharge point

What is also required for multi-site developments and redevelopments:

Regional detention basins are always designed according to the volumetric design procedure. The storm water management system associated with these sites and the SWMPs must meet the following additional requirements:

- The ultimate development in the tributary watershed must be incorporated in the detention facility design.
- The overall plan must assure full volumetric control at each stage of development.
- The overall plan must include appropriate conveyance facilities to ensure safe drainage of the 1% probability (100-year) storm event flow to the BMP.
- At the time each site is developed or redeveloped, the SWMP for the new phase must conform to the original overall plan.

If industrial waste will be discharged additional requirements may apply:

Notice of Intents (NOIs)

When is an NOI required?

- Facility with a planned non-domestic industrial process discharge
  - Temporary discharge (NOI fee applies)
  - Long term discharge resulting in technical support charge (no NOI fee)
- Facility with a one-time discharge from a construction site or contaminated groundwater cleanup
  - A $250 fee will apply, plus $2.50/1000 gallons fee will apply if total volume discharged is greater than 50,000 gallons.
  - Total discharge volume must be reported 5 days after completion of project.
- City with a planned bypass from one sewer line to another

When is an NOI not required?

- Facility with a planned domestic residential discharge
- Facility with a planned domestic commercial discharge
- Facility with a planned non-domestic industrial discharge less than 20% of the existing (base) flow (Permitted Facility)

Companies must submit NOIs. Municipalities may give blank forms to companies, but municipalities will not submit NOIs on behalf of industries. NOI forms can be downloaded from:
https://www.mmsd.com/application/files/4514/8211/5765/13027_Notice_of_Intent_2013.pdf

Contact information for NOIs / Water Quality Protection staff

Primary contact for NOIs
Song Tran
Senior Industrial Waste Engineer
414-225-2164
STran@mmsd.com

Beth Stroik
Industrial Waste Pretreatment Coordinator
414-225-2157
EStroik@mmsd.com

Sharon Mertens
Director of Water Quality Protection
414-277-6384
SMertens@mmsd.com

Contact Sheet

City of West Allis

For general storm water management & plumbing plan reviews:
Michael Romens
Commercial Building Inspector
Building Inspection and Neighborhood Services
Office: 414-302-8413
mromens@westalliswi.gov

For utility connections in the City Right of Way, flow allocations & public sewers / water mains:
Heath Brozovich
Principal Engineer
Engineering Department
Office: 414-302-8376
hbrozovich@westalliswi.gov

For water tapping fees, hydrants & public water:
Michael Brofka
Water Systems Superintendent
DPW- Water Division
Office: 414-302-8827
mbrofka@westalliswi.gov

For right of way excavation & driveway permits:
Greg Bartelme
Engineering Technician
Engineering Department
Office: 414-302-8367
gbartelme@westalliswi.gov

MMSD

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