

Harford County Government-Department of Public Works Stormwater Management Plan Transmittal 3 of 3

Plan Name: _____

Contract Number: _____ Plan Number: _____

Eng. Firm: _____ Phone: _____

Contact Person/Eng: _____ E-mail Address: _____

Check submittal type	REQUIRED SUBMITTAL PACKAGE	Date In	Target Date	Date Out
----------------------	----------------------------	---------	-------------	----------

Exemption review and approval	<p>Submit an electronic stormwater plan set with or without computations</p> <p>Submit an electronic request letter stating the type of exemption <u>and required criteria met</u></p> <p>Submit an electronic site plan application exemption letter or DAC meeting held</p> <p>Submit a paper version of a fee authorization letter with original signatures and proof of ownership (see our stormwater management plan transmittal 1 of 3 for the details)</p> <p>Submit electronic version of entire submittal to constructionplans@harfordcountymd.gov</p>			
Waiver first review	<p>Submit an electronic stormwater plan set with or without computations</p> <p>Submit an electronic pre & post drainage area map (s)</p> <p>Submit an electronic request letter stating the type of waiver <u>and required criteria met</u></p> <p>Submit a paper version of a fee authorization letter with original signatures and proof of ownership (see our stormwater management plan transmittal 1 of 3 for the details)</p> <p>Submit electronic version of entire submittal to constructionplans@harfordcountymd.gov</p>			
Waiver subsequent review and final approval	<p>Submit an electronic stormwater plan set with or without computations</p> <p>Submit an electronic pre & post drainage area map (s)</p> <p>Submit an electronic copy of the comments and markups from first review</p> <p>Submit electronic version of entire submittal to constructionplans@harfordcountymd.gov</p>			
Variance Review and final approval	<p>Submit an electronic stormwater plan set</p> <p>Submit an electronic request letter stating the type of variance <u>and required criteria met</u></p> <p>Submit an electronic site plan application waiver letter or DAC meeting held letter</p> <p>Submit electronic version of entire submittal to constructionplans@harfordcountymd.gov</p>			
Revision first review	<p>Submit an electronic stormwater plan set with revision stated in the revision block</p> <p>Submit electronic computations if being revised or for small pond revision approval</p> <p>Submit electronic version of entire submittal to constructionplans@harfordcountymd.gov</p>			
Revision subsequent review and final approval	<p>Submit 1 rolled mylar with original signatures with revision stated in the revision block</p> <p>Submit electronic computations if being revised or for small pond revision approval</p> <p>Submit electronic redline comments</p> <p>Submit electronic version of entire submittal to constructionplans@harfordcountymd.gov</p>			
Update of expired or soon to expire plans	<p>Submit 1 rolled mylar with original signatures with "update" Harford County signature block</p> <p>Submit a paper version of a permit application with original signatures</p> <p>Submit electronic version of entire submittal to constructionplans@harfordcountymd.gov</p>			
Ownership change first review	<p>Submit electronic stormwater plan set with new ownership noted</p> <p>Submit a paper version of a permit application with original signatures</p> <p>Submit a paper version of a fee authorization letter with original signatures and proof of ownership (see our stormwater management plan transmittal 1 of 3 for the details)</p> <p>Submit electronic version of entire submittal to constructionplans@harfordcountymd.gov</p>			
Ownership change final approval	<p>Submit electronic stormwater plan set with new contract and plan numbers noted</p> <p>Submit 1 rolled mylar with original signatures with new contract and plan numbers noted</p> <p>Submit electronic version of entire submittal to constructionplans@harfordcountymd.gov</p>			
Pond repair first review	<p>Submit electronic stormwater plan set w/ comps if revised plus O & M for MD 378 ponds</p> <p>Submit an electronic copy of the stormwater maintenance inspection report requesting facility repairs</p> <p>Submit electronic version of entire submittal to constructionplans@harfordcountymd.gov</p>			
Pond repair final approval. Hard copies only required for 378 Ponds	<p>Submit 2 folded stormwater plan sets with new contract and plan numbers</p> <p>Submit 1 rolled mylar with original signatures with new contract and plan numbers</p> <p>Submit a paper version of a permit application with original signatures</p> <p>Submit electronic version of entire submittal to constructionplans@harfordcountymd.gov</p>			
Reviewer's comments				