

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