

**CITY OF PIEDMONT**  
**120 VISTA AVENUE**  
**PIEDMONT, CA 94611**  
**TEL: (510) 420-3050**  
**FAX: (510) 658-3167**

RECEIVED BY \_\_\_\_\_  
FEE PAID \_\_\_\_\_  
DATE FILED \_\_\_\_\_  
NUMBER \_\_\_\_\_  
PLANNER \_\_\_\_\_  
(For staff use only)

Please complete the following application form if you have determined that your improvements require **STAFF DESIGN REVIEW** because the value of your project is less than \$75,000, there are no variances required, and your project does not propose a fence within 20' of a street-side property line.

	Fee
Proposed exterior improvements: ( ) less than \$3,000 in value	\$345
( ) between \$3,000 and \$25,000 in value	\$545
( ) between \$25,001 and \$50,000 in value	\$675
( ) between \$50,001 and \$75,000 in value	\$1,010
( ) surcharge for sequential SDR referred to Planning Comm.	\$115

**Please note that planning application fees are non-refundable.**

**Property Owner Information**

Name(s) of Property Owner(s) _____	
Address of Property _____	Zip Code: _____
Mailing Address of Property Owner(s) (if different from above) _____	
_____ City, State, Zip Code: _____	
Telephone Number _____	Preferred Contact Method _____
Mobile Number _____	Email _____

**Design Professional/Property Owner Agent Information**

Name of Design Professional/Agent _____	
Address of Design Professional/Agent _____	
_____ City, State, Zip Code: _____	
Telephone Number _____	Preferred Contact Method: _____
Mobile Number _____	Email _____
Professional License Number _____	Expiration Date _____
Piedmont Business License Number _____	Expiration Date _____
(required for all design professionals/contractors/engineers/agents)	
(Please contact the City Clerk at 510-420-3040 for Piedmont Business License information.)	

Detailed Description of Proposed Project \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Estimated cost of proposed exterior improvements \$ \_\_\_\_\_  
(Please refer to page 10 of this application for additional information on what to include your cost estimate)

Please indicate what steps you have taken to discuss this project with your neighbors prior to submittal: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please indicate what steps you have taken to discuss this project with City Staff prior to submittal: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*Prior Design Review Application Number: # \_\_\_\_\_ (For staff use only)*

#### **Authorization of Design Review Submittal**

My signature below signifies that I:

- have read the background document and have provided all applicable information per the attached Staff Design Review checklist.
- have reviewed the legal description on my property deed and indicated all recorded easements and deed restrictions on the submitted site plan (*Please provide a description here of the easements and restrictions that were indicated on your property deed*) \_\_\_\_\_  
\_\_\_\_\_
- believe the information provided in this application is accurate to the best of my knowledge.
- am aware that City staff and/or Planning Commissioners will be on my property to view proposed construction. (*Please note any special instructions regarding access to your property such as dogs, gates, alarms, etc.*) \_\_\_\_\_  
\_\_\_\_\_
- understand that if this application is approved, a building permit (issued within one year from the approval date) is required for construction and that no construction may commence prior to the issuance of the building permit. No changes may be made without City approval, and changes may require a new application.

➤ SIGNATURE(S) OF PROPERTY OWNER(S) \_\_\_\_\_ date \_\_\_\_\_

#### **Agent Authorization**

This authorization permits City staff to contact your agent if necessary.

I authorize \_\_\_\_\_ to act as my agent (architect, contractor, engineer, etc.) in the processing of all matters pertaining to this application.

➤ SIGNATURE(S) OF PROPERTY OWNER(S) \_\_\_\_\_ date \_\_\_\_\_

## ZONE A or ZONE E INFORMATION

Please complete all applicable zoning information below.

Zone A or Zone E  
§17.10.1, §17.14.1  
(Circle one)

Lot Area \_\_\_\_\_  
§17.10.2, §17.14.2

Lot Frontage \_\_\_\_\_  
§17.10.3, §17.10.3

Code Requirements	Existing	Proposed	Code Limit	Variance Required?
Lot Coverage/Structures §17.10.4, §17.14.4	_____ %	_____ %	<u>40%</u>	<u>Yes</u> <u>No</u>
Lot Coverage/ Hardscape Surfaces §17.10.4, §17.14.4	_____ %	_____ %	<u>70% (A) / 60% (E)</u>	<u>Yes</u> <u>No</u>
Building Height §17.10.5, §17.14.5	_____	_____	<u>35 ft</u>	<u>Yes</u> <u>No</u>
Front Yard Setback §17.10.6, §17.14.6	_____	_____	<u>20 ft</u>	<u>Yes</u> <u>No</u>
Side Yard Setback* §17.10.7, §17.14.7	_____	_____	<u>4 ft (A) or 20 ft (E)</u>	<u>Yes</u> <u>No</u>
Side Yard Setback* §17.10.7, §17.14.7	_____	_____	<u>4 ft (A) or 20 ft (E)</u>	<u>Yes</u> <u>No</u>
Rear Yard Setback* §17.10.8, §17.14.8	_____	_____	<u>4 ft (A) or 20 ft (E)</u>	<u>Yes</u> <u>No</u>
Floor Area Ratio §17.22.2	_____ %	_____ %	<u>55% 0 - 5,000 sq.ft.</u> <u>50% 5,001 - 10,000 sq.ft.</u> <u>45% 10,001 and up sq.ft.</u>	<u>Yes</u> <u>No</u>

\* In Zone A, the side and rear yard setbacks shall be a minimum of four feet (4') except that it shall be a minimum of twenty feet (20') for any street-facing side or rear yard setbacks of a corner or through lot.

If new construction is proposed in the front yard (or in the street-facing side yard of a corner lot), please indicate the distance from the face of curb to the property line or describe how the property line was determined. Distance from face of curb to property line is \_\_\_\_\_.  
(Feel free to contact City staff to obtain the city right-of-way for your property.)

What is the total square footage of the addition(s)? \_\_\_\_\_

What is the maximum height of any proposed trellis, fence and/or retaining wall? (§17.17) \_\_\_\_\_

17.2.23A:      **ELIGIBLE FOR USE AS A BEDROOM.** "Eligible for use as a bedroom" means a room with certain features characteristic of bedrooms generally, which include but are not limited to the following: access to a full bathroom on the same floor or within half a floor, if the house has a split level; access to the bedroom through a common hallway or other common space such as a kitchen, living room and/or dining room; adequate privacy; meets minimum size requirements of the Uniform Building Code [70 square feet, with a minimum dimension of 7'0" and a minimum ceiling height of 7'6"]. A room eligible for use as a bedroom need not have a closet.

Based on the definition above, how many rooms eligible for use as a bedroom are existing: \_\_\_\_\_

What is the total number of rooms eligible for use as a bedroom under the current proposal: \_\_\_\_\_

If this application results in the net addition of a room eligible for use as a bedroom, additional conforming parking spaces may be required on the property. The number of conforming parking spaces required is as follows:

Dwelling unit equal to or less than 700 square feet	1 conforming parking space required
0 – 4 rooms eligible for use as a bedroom	2 conforming parking spaces required
5 – 6 rooms eligible for use as a bedroom	3 conforming parking spaces required
7 – 8 rooms eligible for use as a bedroom	4 conforming parking spaces required

A conforming parking space is covered, non-tandem, and at least 9 feet wide by 20 feet deep. How many existing covered, non-tandem parking spaces are there on the property that measure at least 9 feet x 20 feet? \_\_\_\_\_

Is there additional parking on the property that does not meet the above requirements?  
\_\_\_\_\_  
\_\_\_\_\_

If this application results in the net addition of a room eligible for use as a bedroom, please describe how this application proposes to meet the parking requirements: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

APPLICANT'S DESIGN REVIEW FINDINGS  
**FOR GENERAL PROJECTS**  
(NOT INCLUDING AN UPPER LEVEL ADDITIONS/EXPANSIONS OR NEW MULTI-LEVEL  
STRUCTURES/EXPANSIONS)

(a) Please describe how the proposed project meets the design criteria of the City's Residential Design Review Guidelines as well as Chapter 17 of the Piedmont City Code (§17.20.9 (a)):

- (i) The exterior design elements are aesthetically pleasing as a whole and harmonious with existing and proposed neighborhood development. These elements include but are not limited to: height, bulk, area openings, breaks in the façade, line and pitch of the roof, materials, arrangements of structures on the parcel, and concealment of mechanical and electrical equipment;

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- (ii) The design is appropriate, considering its effect on neighboring properties' existing views, privacy and access to direct and indirect light; and

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- (iii) The safety of residents, pedestrians, and vehicular occupants and the free flow of vehicular traffic are not adversely affected, considering the circulation pattern, parking layout and points of ingress and egress.

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**APPLICANT’S DESIGN REVIEW FINDINGS  
FOR PROJECTS THAT INCLUDE AN UPPER LEVEL ADDITION OR EXPANSION OR NEW  
MULTI-LEVEL STRUCTURE OR EXPANSION**

Please describe how the proposed project meets the design criteria of the City’s Residential Design Review Guidelines as well as Chapter 17 of the Piedmont City Code (§17.20.9 (b)).

- (i) The exterior design elements are aesthetically pleasing as a whole and harmonious with existing and proposed neighborhood development in that: *(Please refer to the Piedmont Residential Design Review Guidelines and explain how the proposed improvements meet the design criteria with respect to height, bulk, area openings, breaks in the facade, line and pitch of the roof, materials, arrangement of structures on the parcel, and concealment of mechanical and electrical equipment.)*

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- (ii) The proposed upper level addition/expansion or new multi-level structure/expansion has been designed in a way that reasonably minimizes view and light impacts on neighboring properties (as defined in Section 17.2.79), including consideration of the location of the new construction, lowering the height of the addition, expansions within the existing building envelope (with or without excavation), lower level excavation for new multi-level structures, and/or changing the roof slope or ridge direction;

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- (iii) The size and height of the addition is commensurate with the size of the lot (excluding the portions of the lot that cannot reasonably be built on), and is in keeping with the existing neighborhood development pattern; and

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- (iv) The safety of residents, pedestrians, and vehicle occupants and the free flow of vehicular traffic are not adversely affected, considering the circulation pattern, parking layout and points of ingress and egress. In accordance with Sections 17.16.1 and 17.22.1, the existing or proposed on-site parking is/is not appropriate to the size of the new upper level or new multi-level structure or addition, and additional parking is/is not required to prevent unreasonable short and/or long term parking impacts on the neighborhood.

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It is the intent of subsection 17.20.9 (b) to ensure the careful evaluation of every upper level and/or multi-level structure application in terms of its very site-specific conditions and neighboring context. It is intended to guide the review of these applications and lead to fair and consistent decisions. Upper level expansions and new multi-level structures have the potential to create adverse impacts on adjacent residences, and it is the intent of this subsection to require affirmative findings that the project will not have a significant impact on adjacent residences and the general neighborhood using several different standards of review.

## STAFF DESIGN REVIEW SUBMITTAL CHECKLIST

\_\_\_ Application form signed by property owner(s)

\_\_\_ Fee (cash or check only)

**2 sets of plans** must be submitted with this application. In general, the following are required for Staff Design Review applications unless specifically noted otherwise by Planning Department staff. Please stop by the Planning Department counter and staff will assist you with application submittal requirements.

**Plans must be folded, no larger than 24" x 36", and to scale.** Unless otherwise determined by staff, plans submitted for STAFF DESIGN REVIEW must include:

\_\_\_ **Existing Site Plan** (preferred scale 1/8")

Please indicate the location of all existing primary, secondary, and accessory structures, hard-surface areas, property lines, and easements. Provide setback dimensions from all existing structures to property lines (setbacks are measured from the property line to the nearest point of the structure including all eaves, sills, gutters and/or other architectural projections). Please show a North arrow, label adjacent streets, and call out existing features.

\_\_\_ **Proposed Site Plan** (preferred scale 1/8")

Please indicate the location of all existing and proposed primary, secondary, and accessory structures, hard-surface areas, property lines, and easements. Provide setback dimensions from all proposed construction to property lines (setbacks are measured from the property line to the nearest point of the structure including all eaves, sills, cornices and/or other architectural projections). Please show a North arrow, label adjacent streets, and call out proposed modifications.

For any application that seeks to construct a new structure or make a building footprint expansion, please include the footprints of all adjacent structures within 20 feet of the proposed new construction (50 feet in zone E), excluding structures across the street. The adjacent structures may be indicated with a solid or dotted line that outlines the footprints of the structures, including decks and structural stairs. Please identify the structures by use (i.e. "residence", "deck", "stairs", and "garage", etc.), and indicate the dimensions between the closest point of any adjacent structure and the proposed construction.

\_\_\_ **Roof Plans (Existing and Proposed)** (preferred scale 1/8")

Roof plans should include the pitch, overhangs, skylights, chimneys, vents, and gutters. They may be shown on the site plans.

\_\_\_ **Existing Floor Plans** (preferred scale 1/4")

Please provide plans for all floor levels including basements and attics, and indicate include room names, window and door locations, built-in cabinet, appliance and fixture locations, ceiling heights, and parking space dimensions. Please show a North arrow and label the floor level.

\_\_\_ **Proposed Floor Plans** (preferred scale 1/4")

Please provide plans for all floor levels including basements and attics, and indicate include room names, window and door locations, built-in cabinet, appliance and fixture locations, ceiling heights, and parking space dimensions. Please show a North arrow, label the floor level, and call out proposed modifications.

\_\_\_ **Existing Elevations** (preferred scale 1/4")

North, South, East and West elevations (proposed to be changed or affected by new construction) including all existing materials, styles and operational characteristics of windows and doors, and roof slopes. Additionally, if the height of the building is changing, please show the average existing building height. Please do not abbreviate architectural terms. Label each elevation as "existing" and indicate the direction of view (i.e. north, south, east, west or front, rear, left side, or right side).



\_\_\_\_\_ **Proposed Elevations** (preferred scale 1/4")

North, South, East and West elevations (proposed to be changed or affected by new construction) including all proposed materials, styles and operational characteristics of windows and doors, and roof slopes. Please include exterior vents, downspouts, gutters and exterior light fixtures. Additionally, if the height of the building is changing, please show the average proposed building height. Please do not abbreviate architectural terms. Label each elevation as "proposed" and indicate the direction of view (i.e. north, south, east, west or front, rear, left side, or right side).

\_\_\_\_\_ **Window Schedule**

If your proposed project includes window and/or door modifications, please submit a window and door schedule which notes existing and proposed window size, material, operation, sash dimension, recess dimension, and divided lite type (i.e. true divided lites or three-dimensional simulated divided lites).

\_\_\_\_\_ **Graphic Calculations (1 set only)**

Please submit plans which graphically illustrate the required calculations with an itemized list of existing and proposed structures and hardscape surfaces and floor area. Calculations are expressed as percentages and are recorded on the attached Zone A or E sheet. Please request a graphic calculations sample for your reference. Separate graphic calculations are to be submitted, as follows:

\_\_\_\_\_ **Existing and Proposed Lot Coverage/Structures** equals the number of square feet of structures covering the lot divided by the number of square feet in the lot. (Eaves are not included in this calculation, while decks are.) For a complete definition of structure coverage, please see Piedmont City Code §17.2.15.

\_\_\_\_\_ **Existing and Proposed Lot Coverage/Hardscape Surfaces** equals the number of square feet of structures plus the number of square feet of paving, all divided by the number of square feet in the lot. For a complete definition of hardscape surfaces, please see Piedmont City Code §17.2.35.

\_\_\_\_\_ **Existing and Proposed Floor Area Ratio** equals the number of square feet of floor area divided by the number of square feet in the lot. Floor area is defined as the sum of the gross horizontal area of the several floors of a building including: (a) basement space being used for habitation or having characteristics which meet the requirements of the Uniform Building Code; (b) elevator shafts and stairwells at each floor; (c and d) floor space for mechanical equipment or attic floor space where the structural headroom exceed seven and one-half feet; and (e) enclosed porches and lanais. Interior spaces which are actually used for habitation even though they do not meet the requirements of the Uniform Building Code are also included in the floor area calculation. For a complete definition of floor area ratio, please see Piedmont City Code §17.2.28.

\_\_\_\_\_ **Landscape Plans** when required by Section 17.18 of the Piedmont City Code. Landscape Plans should include property lines, the location of all structures and hardscape surfaces, and a plant list including the size and spacing of plants to be installed and the location of proposed planting. Irrigation must also be addressed in the landscape plans.

\_\_\_\_\_ **Story Pole Certification** when required. Please see attached Policy.

\_\_\_\_\_ **Construction Cost Estimate** when estimated construction costs are near \$75,000.

If you believe that any of the above requirements do not pertain to your project, please call the Department of Public Works at 510-420-3050 and make an appointment to meet with a planner.

## CONSTRUCTION COST ESTIMATION GUIDELINES

To calculate the estimated cost of the exterior improvements (from page 2 of this application) please include the following expenditures associated with the work being proposed under this application. For the purposes of this requirement, please use industry standards for estimating the construction materials and labor, whether or not you plan on doing the construction yourself.

As provided for in the City Code, the Director of Public Works will make an assessment of the information submitted, and will determine whether the plans will require Staff Design Review or Planning Commission review. Please note that should staff request additional information to support your indicated estimated construction cost, you may be requested to submit information in the form of bids from three different construction contractors with active Piedmont business licenses. Alternatively, you may directly apply for Planning Commission review without providing the above-requested information.

Please include all materials and labor associated with this application including but not limited to:

**Landscaping:** grading, fencing, decking, retaining walls, railings, fountains, water features, patios, trellises, lighting, built-in barbecues, pavers, asphalt, and concrete.

**Demolition:** all demolition, hauling, recycling, and excavation work.

**Foundation Work:** form work, gravel, steel, and concrete.

**Framing:** sheathing, insulation, water proofing, doors, windows, and wall framing.

**Roofing:** roofing materials, gutters, chimneys, water proofing, skylights, and flashing.

**Exterior Finishes:** siding materials, trim, repairs, and paint.

**Mechanical Equipment:** plumbing, electrical, heating, ventilation, and air conditioning.

**Fee's:** architectural fees, engineering fees, permit fees, inspection fees, and consultant fees.

**Labor:** all labor costs associated with the exterior improvements must be included.

Please **Do Not Include** the following items in your cost estimate: all interior finishes, appliances, furniture, plumbing fixtures, interior lighting fixtures, interior paint, and cabinetry

## CITY OF PIEDMONT POLICIES AND PROCEDURES

SUBJECT: Story Poles  
SECTION: Planning

**PURPOSE:** The purpose of this policy is to enable neighbors, Planning Commissioners and staff to envision the proposed construction of design review applications and ensure the accuracy of the story pole representations, in accordance with Piedmont City Code Sections 17.20.1, and 17.20.3.

**POLICY:** It is the policy of the Department of Public Works and Planning Department to require the installation and verification of story poles for design review applications when:

1. A new residence and/or any other detached structure requiring design review is proposed;
2. An upper level expansion of an existing residence (including decks and dormers) is proposed, when a neighbor's light, view and/or privacy is in question; and
3. As needed by the staff or Planning Commission to assess the proposed height and/or bulk of large single story expansions or any other proposed expansions.

**PROCEDURES:** Unless otherwise directed by the Director of Public Works or his/her designee, story poles are to be erected by the applicant or the applicant's representative and verified by a California Licensed Land Surveyor or Licensed California Civil Engineer. Verification must be in the form of a completed Story Pole Certification form that is stamped and signed by the licensed professional along with photographs of the story poles. The Certification form, the format of which shall be determined by the Director of Public Works, shall state that the story poles are in compliance with the proposed application.

The verification shall be submitted to the Department of Public Works no later than 12:00 noon, 14 days before a scheduled Planning Commission hearing in accordance with the schedule attached to this policy. **Without exception, applications that do not have verification received by noon on the required deadline date will not be eligible for the Planning Commission agenda.** For Staff Design Review applications, staff will not consider the application to be complete or send the required notice to neighbors until verification is received, and will not take action on the application until at least 14 days from the receipt of the story pole verification. Applicants are encouraged to install and verify well in advance of the deadline to avoid problems with weather and surveyor scheduling.

Story poles shall be installed to define the outlines of the proposed construction in order to show the proposed height and mass of the construction. Typically there will be a pole at every proposed corner to indicate the wall planes, and poles that represent roof points, with tape or strings that connect the poles to indicate the roof height, ridges, slopes and relationship to the walls. There are no required materials for the poles, but the poles must be clearly visible and stable (wood and aluminum stud framing and rigid PVC pipes are typical materials), and the tape or strings should be brightly colored, clearly visible and strongly attached. Staff and the Planning Commission may require colored flags or plastic construction netting to help understand the proposed construction. Please contact staff if you have questions about a specific project.

Story poles shall remain during the 10 day appeal period after the staff or Planning Commission decision, and shall be removed within 14 days after the appeal period ends, unless an appeal is filed, in which case the story poles shall remain until a final decision is made by the Planning Commission or City Council.

INITIATED: Planning Commission  
APPROVED: March 12, 2012 by PC  
COMPUTER FILE: f:\planning\policies\story pole.904

City of Piedmont  
California



City use only  
Date Received \_\_\_\_\_  
Time Received \_\_\_\_\_

## STORY POLE CERTIFICATION

(Must be prepared by a California Licensed Surveyor or Civil Engineer)

On \_\_\_\_\_, I surveyed the story poles located at  
*date*  
\_\_\_\_\_, Piedmont, Ca., related to plans  
*property address*  
submitted as part of design review application \_\_\_\_\_.  
*application number*

I have determined that the story poles are in substantial compliance with the plans dated  
\_\_\_\_\_, and accurately represent the proposed  
*plan date or City date-stamp date*  
construction in terms of dimensions, corner/wall locations, and ridge heights/locations.

PLEASE STAMP AND SIGN BELOW

\_\_\_\_\_  
*name (please print)*

\_\_\_\_\_  
*company*

\_\_\_\_\_  
*address*

\_\_\_\_\_  
*phone*

\_\_\_\_\_  
*fax*

\_\_\_\_\_  
*Piedmont Business License #*



# City of Piedmont CALIFORNIA

## Stormwater Requirements Checklist for Small Projects

- All applicants for Staff or Planning Commission Design Review must complete and submit this form.

Municipal Regional Stormwater Permit (MRP)

Order No. R2-2009-0074 ; Order No. R2-2011-0083; NPDES No. CAS612008

**Purpose:** The Alameda Countywide National Pollutant Discharge Elimination System (NPDES) Municipal Stormwater Permit, which is issued and enforced by the San Francisco Regional Water Quality Control Board, requires that the City of Piedmont, as a member agency of the Alameda Countywide Clean Water Program, track and report the development of impervious surfaces.

**Impervious Surfaces** include any surface that cannot be effectively (easily) penetrated by water, thereby resulting in runoff. Examples: pavement (asphalt, concrete, etc.), buildings/structures, decks, driveways, swimming pools, and on-grade paths.

**Permeable Surfaces** include pervious concrete, porous asphalt, sand-set unit pavers, and granular materials.

### A. Applicant Information

A.1 Property Owner Name: \_\_\_\_\_

A.2 Project Address: \_\_\_\_\_  
Number Street City Zip Code

A.3 Mailing Address: \_\_\_\_\_  
(If different from above) Number Street City State Zip Code

A.4 Property Owner Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

A.5 Architect/Contractor: \_\_\_\_\_  
Name Phone Number

Address City Zip Code Email Address

### B. Project Information

B.1 Total Lot Area in Sq. Ft.: \_\_\_\_\_ APN #: \_\_\_\_\_

B.2 Please select the correct description of the project from one of the six selections below:

Yes No

☐ ☐ B.2.a The project proposes no disturbance to the site (only changes to the interior, existing roof and/or existing walls). (MRP Provision C.3.b.ii.(1)(b) and C.3.b.ii.(3))  
⇒ The project is exempt from MRP provisions. Please complete section F of this form.

☐ ☐ B.2.b The project proposes to disturb the site and will create and/or replace less than 2,500 square feet of impervious surface. (MRP Provision C.3.i.i)  
⇒ The project is exempt from MRP provisions but you are encouraged to incorporate into your plans one or more of the design measures listed under Section C of this form. Please complete section E of this form, which notes Construction Site Control requirements.

☐ ☐ B.2.c The project is a new or existing single-family home project that proposes to create and/or replace 2,500 square feet or more of impervious surface. (MRP Provision C.3.i.i)  
⇒ Please complete Sections C and E of this form, both of which note the stormwater protection requirements for the project.

☐ ☐ B.2.d The project is commercial, industrial, multi-family (town homes, condominiums, and/or apartments), mixed-use, and/or public project that proposes to create and/or replace 2,500 square feet or more of impervious surface but less than 10,000 square feet of impervious surface. (MRP Provision C.3.i.i)  
⇒ Please complete Sections C and E of this form, both of which note the stormwater protection requirements for the project.

- ☐ ☐ B.2.e The project proposes to create and/or replace 5,000 square feet or more of impervious surface (collectively over the entire project site) and is a restaurant, auto service facility, retail gasoline outlet, or uncovered parking lot. (MRP Provision C.3.b.ii(1))  
 ⇒ The project is regulated. Please complete Sections D and E of this form, both of which note the stormwater protection requirements for Regulated Projects.
- ☐ ☐ B.2.f The project is a commercial, industrial, multi-family (town homes, condominiums, and/or apartments), mixed-use, and/or public project that proposes to create and/or replace 10,000 square feet or more of impervious surface (collectively over the entire project site). (MRP Provision C.3.b.ii(2 and 3))  
 ⇒ The project is regulated. Please complete Sections D and E of this form, both of which note the stormwater protection requirements for Regulated Projects.

### C. Small Projects and Single-Family Home Projects

MRP Provision C.3.i requires single-family home projects that create and/or replace 2,500 square feet or more of impervious surface; and all commercial, industrial, multi-family (town homes, condominiums, and/or apartments), mixed-use, and/or public projects, which create and/or replace 2,500 square feet or more of impervious surface but less than 10,000 square feet of impervious surface, to install **one** or more of the site design measures listed under C.2.

C.1 The project proposes to create and/or replace \_\_\_\_\_ square feet of impervious surface.

C.2 Please indicate which of the following six site design measures are incorporated into the project plans:

Yes No Plan Sheet # Site Design Measure

- ☐ ☐ \_\_\_\_\_ Direct roof runoff into cisterns or rain barrels for reuse.
- ☐ ☐ \_\_\_\_\_ Direct roof runoff onto vegetated areas.
- ☐ ☐ \_\_\_\_\_ Direct runoff from sidewalks, walkways, and/or patios onto vegetated areas.
- ☐ ☐ \_\_\_\_\_ Direct runoff from driveways and/or uncovered parking lots onto vegetated areas.
- ☐ ☐ \_\_\_\_\_ Construct sidewalks, walkways, and/or patios with permeable surfaces.
- ☐ ☐ \_\_\_\_\_ Construct bike lanes, driveways, and/or uncovered parking lots with permeable surfaces.

### D. Regulated Projects

MRP Provision C.3.b requires Regulated Projects to implement Low Impact Development (LID) source control, site design, and stormwater treatment onsite or at a joint stormwater treatment facility in accordance with MRP Provisions C.3.c and C.3.d, unless the Provision C.3.e alternate compliance options are evoked.

D.1 The project proposes to create and/or replace \_\_\_\_\_ square feet of impervious surface.

D.2 Please contact City staff for a Stormwater Requirements Checklist for Regulated Projects, which you must complete and submit.

Yes

- ☐ I have completed and attached a Stormwater Requirements Checklist for Regulated Projects

### E. Construction Site Best Management Practices and Control Measures

Yes No

- ☐ ☐ I understand that because the project proposes to disturb the site, the Chief Building Official may require the implementation of appropriate and effective erosion and other construction pollutant controls (Best Management Practices, BMPs) by the project's construction site operators/developers as outlined under MRP Provision C.6.

### F. Owner Signature

I declare under penalty of perjury, that to the best of my knowledge, the information presented herein is accurate and complete. Incorrect information may delay my project application(s) and/or permit(s).

\_\_\_\_\_  
Signature of Property Owner

\_\_\_\_\_  
Date

More information on the Alameda County Clean Water Program and additional literature such as *Stormwater Requirements Checklist for Regulated Projects*, *C3 Builder's Outreach 2012 Update*, *C3 Technical Guidance Manual*, and *Construction Best Management Practices* are available at [www.ci.piedmont.ca.us](http://www.ci.piedmont.ca.us) and <http://cleanwaterprogram.org>.