

**WAYNE COUNTY, OHIO  
CONSTRUCTION APPLICATION FOR PERMIT (CAP)**

428 West Liberty Street, Wooster, Ohio 44691  
330-262-2836 phone

Storm Water Construction (SWC) Permit Number \_\_\_\_\_

Construction Application for Permit (CAP) Number \_\_\_\_\_

**Date Received:** \_\_\_\_\_

**Property Owner Information**

Name: \_\_\_\_\_

Address, City, State & Zip Code \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

**Contact Person or Contractor Information**

Name: \_\_\_\_\_

Address, City, State & Zip Code \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

**Site Information**

Project Name: \_\_\_\_\_

Project Address: \_\_\_\_\_

Township: \_\_\_\_\_ Section \_\_\_\_\_ Quarter Section: \_\_\_\_\_

In 3-Mile Limit (Yes/City or No)? \_\_\_\_\_

Description of Earth Disturbing Activity/ Proposed Land Use/Purpose of CAP: \_\_\_\_\_

Total Area of Lot or Common Development (sf or Acres): \_\_\_\_\_

Total Area to be Disturbed (sf or Acres): \_\_\_\_\_

Total New Impervious Area (sf or Acres): \_\_\_\_\_

Is the proposed work adding any new bedrooms? (Yes/No) If yes, how many? \_\_\_\_\_

Septic System? (Yes/No) If no, what Municipality's Sanitary Sewer will serve the property? \_\_\_\_\_

Construction Start Date: \_\_\_\_\_ Construction End Date: \_\_\_\_\_

**Project Type**

- Residential
- Non-Residential (e.g. Commercial, Industrial, etc.)

**CAP and Floodplain Review Fee**

CAP Fee \_\_\_\_\_

Floodplain Review Permit Fee \_\_\_\_\_

Total Fee \_\_\_\_\_ Receipt # \_\_\_\_\_

Initial Block: Planning Dept. \_\_\_\_\_ Health Dept. \_\_\_\_\_ County Engineer's Office \_\_\_\_\_

**CAP Attachments (Check if Applicable and Attached to CAP)**

Storm Water Pollution Prevention Plan (SWP3)

**Permits from or Plans Required by Wayne County Entities:**

Floodplain Review and/or Development Permit (Planning Department) Permit # \_\_\_\_\_

Proof of Submission for Zoning Permit (Chippewa Township)

Sanitary Sewer Permit (Environmental Services)

Central Sanitary Sewer

Community (City or Village) Date Reviewed \_\_\_\_\_

Wayne County Date Reviewed \_\_\_\_\_

Proof of Submission for Approval of Work in County Road R-O-W or Road Use (e.g. drive pipe, yard pipe, utility installation, special hauling, etc.)

• Contact the applicable township(s) for permits required for work in the road R-O-W

Application for Onsite Sewage Treatment System (Septic) Permit (Health Department) and/or Private Water System Permit/Alteration Permit

\*It is the responsibility of the owner/contractor to contact agencies outside of Wayne County

**County Engineer's Office Plans**

Drainage Plan and Erosion & Sedimentation Control Plan (Major Subdivision)

**Waiver Requested** (Disturbed area < 1 acre and new impervious area < 20,000 square feet)

Date Waiver Granted/Number \_\_\_\_\_ Date Waiver Request Denied \_\_\_\_\_

**SEDIMENT AND EROSION CONTROL MEASURE(S) MUST BE TAKEN.** \*\* Check the type of control measure(s) that you will use. See Fact Sheet for further descriptions.

**Seed and Mulch Disturbed Soils.** Must be done within 7 days after last disturbance, or within 2 days after last disturbance if within 50 ft. of a stream. This is used for temporary and permanent soil stabilization.

**Silt Fence.** Installed within 7 days of clearing and grubbing, before earth disturbing activity. Protects from muddy runoff. Fence must be placed in a trench having 6"-8" of the fence buried and kept tight. Place silt fence on level ground back from slope.

**Construction Site Entrance.** Installed before major ground disturbance. Reduces tracking mud onto street. Use ODOT #2 stone (1.5 to 2.5 inch diameter), 14' wide, 70' long (30' long for access to an individual house lot) and 6" deep. Geotextile shall be placed over the entire area prior to placing the stone. Water bars may need to be placed to keep water from running into street.

**Storm Drain Inlet Protection.** Installed before earth disturbing activity. Prevents large amounts of silt from entering storm drain. Place geotextile barrier around or across storm drains.

**Temporary Diversions.** Installed before earth disturbing activity. Directs water from site to sediment trap.

**Sediment Trap.** Installed before earth disturbing activity. Stores runoff long enough for sediment to drop into trap. Used when the upslope area exceeds the silt fence capacity and for drainage areas less than 5 acres.

**Leave Stream Buffers in Place.** Tall vegetation (especially trees) stabilized soil along streams and slow storm water runoff. This will protect the stream from erosion.

\*\*For applicants that receive a Storm Water Construction Permit Waiver. All other applicants shall include Sediment and Erosion Control measures in their SWP3.

**Variance Requested**

Items Required for Variance Review

Variance Justification

Variance Request Fee Amount \_\_\_\_\_

Receipt # \_\_\_\_\_

Date Variance Granted/Number \_\_\_\_\_

Date Variance Request Denied \_\_\_\_\_

Initial Block: Planning Dept. \_\_\_\_\_ Health Dept. \_\_\_\_\_ County Engineer's Office \_\_\_\_\_

**Storm Water Construction Permit Renewal or Transfer Requested (Current Permittees Only)**

Renewal or Transfer Fee Amount \_\_\_\_\_ Receipt # \_\_\_\_\_  
Date Renewal or Transfer Granted \_\_\_\_\_ Date Renewal or Transfer Denied \_\_\_\_\_  
Storm Water Construction Permit # \_\_\_\_\_

**Storm Water Construction Permit Amendment Requested (Current Permittees Only)**

Amendment Fee Amount \_\_\_\_\_ Receipt # \_\_\_\_\_  
Date Amendment Granted \_\_\_\_\_ Date Amendment Denied \_\_\_\_\_  
Storm Water Construction Permit # \_\_\_\_\_

**Revision Submittals**

Revision Number \_\_\_\_\_ Date Received \_\_\_\_\_

Revision Number \_\_\_\_\_ Date Received \_\_\_\_\_

Revision Number \_\_\_\_\_ Date Received \_\_\_\_\_

**Certification**

I hereby certify that I understand the provisions of the Wayne County Storm Water Management Regulations and that I accept responsibility for storm water management on the construction site during construction and, as required, after construction. I further grant the right-of-entry onto the proposed project site to the duly authorized agent(s) of Wayne County for the purpose of inspecting for compliance with the Wayne County Storm Water Management Regulations. Neither the District or its representatives, nor the landowner, will be liable for any damage to the other's property in carrying out the provisions of the agreement, unless such damage is caused by negligence or misconduct.

I certify under penalty of law that this document and all the attachments were prepared under my direction or supervision and are to the best of my knowledge and belief, true, accurate and complete.

\_\_\_\_\_  
Applicant's Printed Name

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Application Received by SWCD

\_\_\_\_\_  
Date

**CAP Approval**

\_\_\_\_\_  
Planning Department

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Engineer's Office

\_\_\_\_\_  
Date

\_\_\_\_\_  
Health Department

\_\_\_\_\_  
Date

\_\_\_\_\_  
Wayne Soil and Water Conservation District,  
Water Management Engineer

\_\_\_\_\_  
Date