



**GENERAL PERMIT APPLICATION**

City of Angola

210 N. Public Square, Angola, Indiana 46703 | Ph. 260.665.2514 | Fax: 260.665.9164

Please complete this form thoroughly and provide all requested information to the best of your ability.  
Incomplete forms may result in processing delays or rejection of your application

**PROJECT INFORMATION**

1. **Proposed Project:** \_\_\_\_\_  
*(i.e. Utility Permit, Fence Permit, Deck Permit, Remodel Permit, Development Plan, , etc)*

2. **Applicant/Representative Name:** \_\_\_\_\_  
Phone \_\_\_\_\_ Email \_\_\_\_\_  
Address: \_\_\_\_\_  
*(i.e. Company Name and/or Representative Name)*

3. **Owner(s) Name:** \_\_\_\_\_  
Phone \_\_\_\_\_ Email \_\_\_\_\_  
Address: \_\_\_\_\_  
*(i.e. Company Name and/or Owner's Name)*

4. **Engineer/Developer Name:** (if applicable) \_\_\_\_\_  
Phone \_\_\_\_\_ Email \_\_\_\_\_  
Address: \_\_\_\_\_  
*(i.e. Company Name and Representative Name)*

5. **Property Information**  
Address: \_\_\_\_\_  
Subdivision / Addition / Section: \_\_\_\_\_  
Lot No.: \_\_\_\_\_ Map No / Parcel No.: \_\_\_\_\_  
Lot / Land Area: \_\_\_\_\_ sq. ft / acre  
Latitude/Longitude: \_\_\_\_\_

6. **Regulated Drain:**  Yes  No **If Yes,**  Open  Tiled

7. **Invoice To:**  Applicant/Rep  Owner  Engineer/Developer

**PROJECT INFORMATION**

**Project Description** \_\_\_\_\_  
*(For example include foundation type, number of bed/baths, garage type etc.)*

**Total SF of Development** \_\_\_\_\_ *sq. ft.*

**Total SF of Land Disturbed** \_\_\_\_\_ *sq. ft.*

**Estimated Cost of Project** \$ \_\_\_\_\_

**Sanitary Sewer Connection**  Existing  New  None

**Water Connection**  Existing  New  None

**Water Meter Size** \_\_\_\_\_

**Fire Protection**  Yes  No

**Private Hydrant**  Yes  No



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**SUBMITTAL REQUIREMENTS CHECKLIST**

Each type of application has specific requirements listed in Title 18 Unified Development Ordinance, Division VII. Below is a generalized list of submittal requirements.

- Completed Application
- Owners Affidavit – if application is not signed by owner
- Copy of Legal Description
- Recorded Property Deed
- Civil Plans
  - Two (2) Hard Copies and One (1) Digital Copy
- Building Plans
  - Two (2) Hard Copies and One (1) Digital Copy
- Site Plan for Erosion Control Measures (Class I, II, III, IV)
- Survey
- Site Manager Contact Sheet (BLUE SHEET)

**Optional**

- Plan Commission Application
- Board of Zoning Appeals Application
- Detailed Site Plan

**Construction Stormwater General Permit (CSGP) – CLASS V ONLY**

- Copy of Stormwater Drainage Technical Report
- Copy of Stormwater Pollution Prevention Plan for Construction Sites (SWPPP)
- Copy of Post-Construction Stormwater Pollution Prevention Plan
- Checklist for Site Improvement Permit (GREEN SHEET)

**CERTIFICATION**

I, the owner or authorized applicant of the owner of record, agree that any construction, reconstruction, enlargement, relocation or alteration of a structure, or any change in the use of land or structures requested by this application will comply with, and conform to, all applicable laws of the State of Indiana and the Municipal Code of Angola, Indiana. The information provided in this application is true and accurate to the best of my knowledge. Further I hereby agree that any construction commenced at the address indicated above shall be in compliance with the permit stipulations. I also understand that any violation of said permit conditions and ordinances may lead to penalties including, but not limited to, stop work orders, revocation of permit, and other penalties as described in AMC 1.15.010. I agree to allow inspection of the above project site by city personnel and equipment including aerial photography

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Applicant Printed Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Applicant Printed Name

\_\_\_\_\_  
Date

**OFFICE USE ONLY**

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

### **Class III – New single lot residential development less than 43,560 sq. ft. total land area disturbed**

The following handout/checklist provides submission requirements for a Site Improvement Permit (SIP) as outlined in the City of Angola Stormwater Management Ordinance (Angola Municipal Code 13.15). Refer to this ordinance to obtain all requirements related to Site Improvement Permits and stormwater management requirements.

#### **Submittal for Stormwater Management Approval.**

The project site owner shall apply for a site improvement permit to the City of Angola prior to the initiation of any land-disturbing activities. The application will include the following:

- 1) Completed general permit application.
- 2) Construction plans, drainage information, and all other materials for the appropriate class of site improvement permit as outlined in AMC 13.15.330.
- 3) All other submittal requirements as outlined in AMC 13.15.330.

#### **General Requirements.**

- 5) Develop a plan that will implement appropriate minimum erosion and sediment control measures to prevent sediment from leaving the site and/or engineering the city's storm conveyance system. Installation and maintenance of the following control measures may include:
  - a) Perimeter control measures installed prior to land disturbance;
  - b) Temporary construction entrance/drive;
  - c) Concrete washout;
  - d) Stabilization of bare soils where work is complete; and
  - e) Other control measures determined to be necessary during the project.
- 6) Demonstrate an adequate outlet for any proposed stormwater discharge.
- 7) Install inlet protection at all stormwater inlets that receive runoff from disturbed areas.
- 8) Where construction disturbs surfaces greater than 3H:1V slope or in areas of concentrated flow, establish permanent vegetation with erosion control blanket and seeding.

#### **Stormwater Plan Requirements.**

- 3) Prior to the issuance of a site improvement permit, submit for review and approval information on the items applicable to the project. These items may include:
  - a) Boundary, dimensions, and bearings of the subject tract or parcel;
  - b) All existing buildings, drives, parking areas, loading docks, concrete pads, and all other developed features;
  - c) All undeveloped areas shall be shown and depicted as grass, crops, woodland, wetland, or other undeveloped use;
  - d) All proposed demolition;
  - e) All proposed parking area and driveway construction;
  - f) All proposed storm drainage features, including details of the detention system and outlet control and release structures;
  - g) Existing and proposed spot elevations or contours;

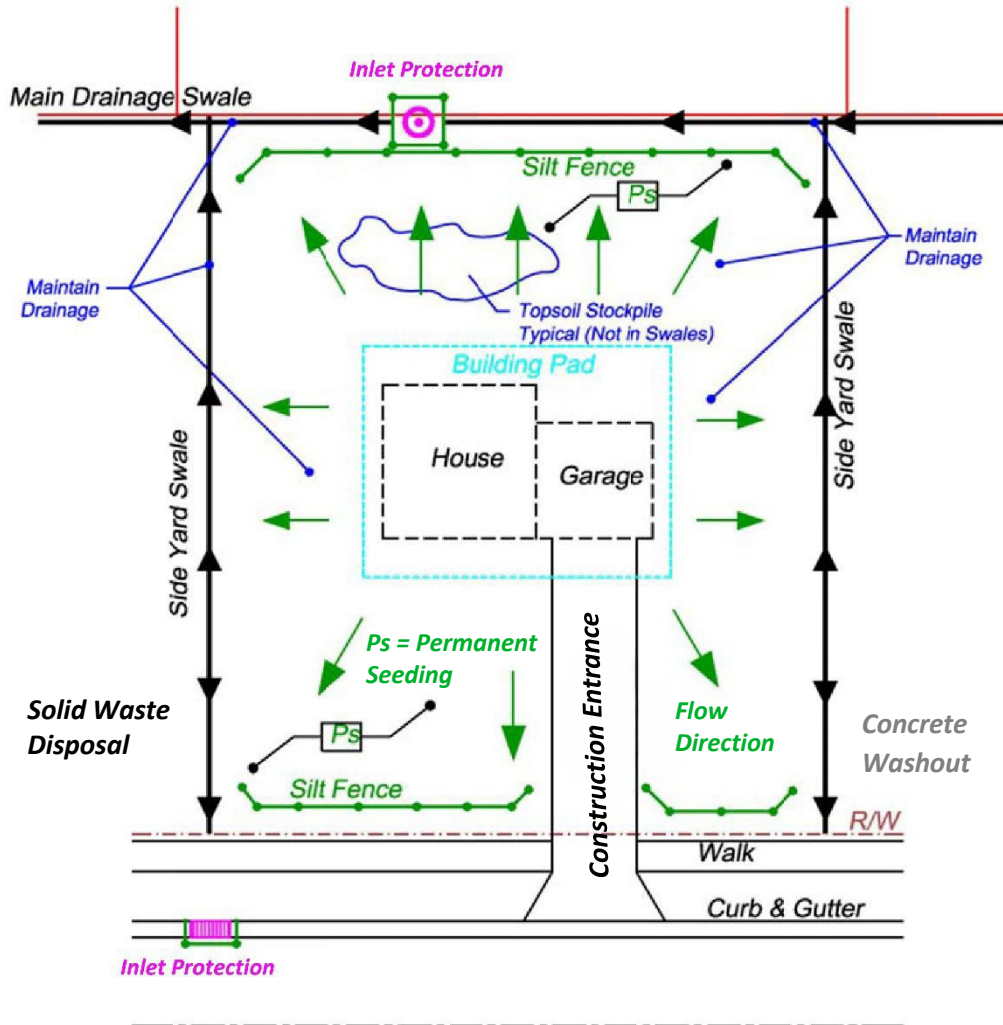
- h) Proposed erosion and sediment control features;
  - i) All outlets to be designed to include erosion and scour protection.
- 4) The City Engineer reserves the right to modify these requirements and/or require additional data not listed above in order to evaluate specific sites.

Additionally, individual lots with land disturbance less than one acre (< 43,560 sq. ft.) that are developed within a larger permitted project site shall submit the following information for an individual lot plot plan prior to issuance of a site improvement permit or building permit:

- 1) A site layout for the subject lot and all adjacent lots showing building pad location, dimensions, and elevations, and the drainage patterns and swales.
- 2) Erosion and sediment control plan that, at a minimum, includes the following measures:
  - a) Installation and maintenance of a stable construction site access.
  - b) Installation and maintenance of appropriate perimeter erosion and sediment control measures prior to land disturbance.
  - c) Minimization of sediment discharge and tracking from the lot.
  - d) Clean-up of sediment that is either tracked or washed onto roads. Bulk clearing of sediment shall not include flushing the area with water. Cleared sediment must be redistributed or disposed of in a manner that is in compliance with all applicable statutes and rules.
  - e) Adjacent lots disturbed by an individual lot operator must be repaired and stabilized with temporary or permanent surface stabilization.
  - f) Self-monitoring program including plan and procedures.
- 3) Certification of compliance stating that the individual lot plan is consistent with the site improvement permit, as approved by the City of Angola, for the larger project.
- 4) Upon request, provide the name, address, telephone number, and list of qualifications of the trained individual in charge of the mandatory stormwater pollution prevention self-monitoring program for the project site.
  - a) The individual lot operator is responsible for installation and maintenance of all erosion and sediment control measures until the site is stabilized.

## TYPICAL EROSION CONTROL MEASURES

The erosion and sediment control measures shown below represent the minimum measures that may need to be installed for your project. These minimum measures prevent sediment and other pollutants from leaving the site and entering the storm sewer system. Other measures not included in this representation may be required.



Minimum control measures must be installed correctly to be effective in the control of erosion and sediment. They must be replaced or repaired as needed during your project.

**Failure to install and maintain these measures may result in the discharge of sediment and/or other pollutants from your construction site to enter the storm sewer system. Storm sewer systems discharge directly to local waterways with NO treatment resulting in poor water quality for recreational waters.**



# SITE MANAGER CONTACT INFORMATION

**EFFECTIVE DATE:** \_\_\_\_\_

**SITE NAME:** \_\_\_\_\_

**SITE ADDRESS:** \_\_\_\_\_

## PRIMARY SITE MANAGER

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

**Title:** \_\_\_\_\_

**Office Phone:** \_\_\_\_\_

**Mobile Phone:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

## ASSISTANT SITE MANAGER (If Applicable)

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

**Title:** \_\_\_\_\_

**Office Phone:** \_\_\_\_\_

**Mobile Phone:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

## EMERGENCY CONTACT INFORMATION

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

**Office Phone:** \_\_\_\_\_

**Mobile Phone:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Relationship to Site:** \_\_\_\_\_

**NOTES:** \_\_\_\_\_  
\_\_\_\_\_

*The Primary Site Manager bears sole responsibility for the implementation, maintenance, monitoring of all erosion and sediment control measures throughout the duration of this project. Failure to adequately manage erosion and sediment control may result in environmental damage, regulatory fines, and project delays.*