

Stormwater Treatment within MS4 Communities

Form A – Project Evaluation

Project Name: _____ Project #: _____ CN: _____

Preliminary Project Evaluation

(Completed by Roadside Stabilization Unit)

Is the project within an MS4 Area?	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
Does the project disturb ≥ 1 acre of soil or Common Plan?	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> TBD
Is this:	<input type="checkbox"/> New and Reconstruction (DR Standards)	<input type="checkbox"/> 3R	
Are there TMDLs or other water quality issues affecting this project?	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
Define Other Water Quality Issues	_____		
Local Coordination Considerations	_____		
Determination – Is Evaluation for Post Construction Treatment BMPs required?	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> TBD
Signed off by:	_____ Title: _____		
Date:	_____		

Final Project Evaluation

(Completed by Project Designer if Preliminary Project Evaluation Determination is TBD. Provide copy to RSU)

Does the project disturb ≥ 1 acre of soil?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Is this:	<input type="checkbox"/> New and Reconstruction (DR Standards)	<input type="checkbox"/> 3R
Is there at least 5,000 square feet of New Pavement?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Project Designer Determination – Evaluation for Post Construction Treatment BMPs required:	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Project Designer Signature:	_____	Date: _____
Design Unit Head Signature:	_____	Date: _____

Change in Project Scope (If a change in project scope affects the need for Treatment BMPs, a re-evaluation will be necessary, revise the top section, sign-off below, and coordinate with the RSU.)

Date:	_____	Scope Change:	_____
Design Unit Signature:	_____	RSU Signature:	_____
Date:	_____	Scope Change:	_____
Design Unit Signature:	_____	RSU Signature:	_____

Instructions for Completing Form A – Project Evaluation (Taken from Chapter 3, Section 3).

3.B Preliminary Project Evaluation

Completed by **Roadside Stabilization Unit (RSU)**

3.C Final Project Evaluation

Completed by Roadway Designer and **Unit Head**

If the Preliminary Project Evaluation determines that Treatment BMPs are to be determined, the designer will perform a Final Project Evaluation of the project and shall complete the corresponding section of Form A. This should be completed early enough in the “Plan-In-Hand Phase” (See the DPO, Ref. 3.1) that conceptual Treatment BMP designs can be completed and placed within the Plan-In-Hand plans. Upon completion of the Final Project Evaluation, the designer will forward Form A to his/her **Unit Head** with a recommendation for or against Treatment BMPs in the project. The **Unit Head** will be responsible for reviewing the recommendation and signing off on the form. The Final Project Evaluation will consider the following items:

- **Is this project classified as 3R and has \geq 5000 sq. ft. of New Pavement?**
3R projects that result in the net increase of at least 5,000 square feet of New Pavement require assessment for stormwater treatment needs. Projects redeveloping non-linear facilities such as maintenance yards and rest areas which result in the net increase of at least 5,000 square feet of New Pavement or building(s) also require assessment.
- **Does the project disturb \geq 1 acre of soil.**
Any project which results in a land disturbance of equal to or greater than 1 acre. Land disturbance includes any areas where the bare soil will be exposed to weather for any period of time. The 1 acre value is compared to the cumulative total of exposed soil.
 - **Is the project part of a Common Plan of Development?**
Projects that disturb less than 1 acre and are part of a larger Common Plan of Development whose total land disturbance activities are 1 acre or more are considered to meet the \geq 1 acre disturbance criteria. In addition, the **DEQ** can designate projects as part of a common plan of development.

Upon completion of his/her review, the **Unit Head** will forward a copy of the signed Form A to the **RSU** and return the original to the designer. If Treatment BMPs are not required to be considered for the project, the form will be closed out and placed in the project file. If Treatment BMPs need to be considered for the project, the designer shall complete the “Stormwater Treatment within MS4 Communities / Form B - Treatment BMPs” (Form B), included in Appendix M. Form B will be used to document the design decisions made under Section 4, “Treatment BMP Design Process”, of this Chapter.

3.E Change in Project Scope

Completed by Roadway Designer, **Unit Head**, and **RSU**

A change in project scope that affects one or more of the criteria or considerations in Sections 3.A. and 3.B. requires a re-evaluation of the project for Treatment BMPs. The designer must contact the **RSU Highway Environmental Program Manager** as soon as possible. A re-evaluation will be completed by the **RSU** and **Roadway Design** and Form A will be updated to reflect any changes.