

# Technical Information Report (TIR) for Small Sites

## Thresholds for Small Site Drainage Review

In general, small site drainage review is required for projects that results in:

- 2,000-5,000 sq ft of new hard surface at single family residential sites (including duplexes);
- 2,000-5000 sq ft of new and/or replaced hard surfaces at commercial sites; or
- 7,000-32,670 sq ft of land disturbing activity.

Refer to [2017 City of Issaquah Stormwater Design Manual Addendum](#) and the [2014 Stormwater Management Manual for Western Washington](#) for more information. Other criteria or exemptions may apply.

**Instructions: Complete the information on this page and attach the provided cover sheet from page 2 of this document to the front.**

## A. Project Overview

- General description of project vicinity and site characteristics
- Description of proposed project
- Site vicinity map showing location of site, nearby roads, receiving waters, and significant geographical features
- Description of stormwater runoff patterns on the site before and after development.

## B. Existing Conditions Summary and Site Analysis

A site analysis shall include information as described in I-3.1.1 Step 1. Please note documents must be prepared by industry professionals:

- A survey prepared by a registered land surveyor.
- A soils report prepared by a professional soil scientist certified by the Soil Science Society of America or by other suitably trained persons working under the supervision of a professional engineer, geologist, hydrogeologist, or engineering geologist registered in the State of Washington.

## C. Permanent Stormwater Control Plan (flow control, LID, and water quality facility and analysis and design)

- See I-3.1.5 Step 5-Prepare a Permanent Stormwater Control Plan in the 2014 SWMMWW for requirements for Small Sites and Large Site Review.

## D. Construction Stormwater Pollution Prevention Plan (SWPPP)

- An adequate Construction SWPPP includes a narrative and drawings. The narrative is a written statement to explain and justify the pollution prevention decisions made for a particular project. The narrative contains concise information concerning existing site conditions, construction schedules, and other pertinent items that are not contained on the drawings. The drawings and notes describe where and when the various BMPs should be installed, the performance the BMPs are expected to achieve, and actions to be taken if the performance goals are not achieved. See I-3.1.6 Step 6 – Prepare a Construction Stormwater Pollution Prevention Plan for more requirements.

## E. Site Plans

Provide site plans with drainage details in accordance with the *2014 Stormwater Management Manual for Western Washington*. See I-3.1.7 Step 7. Include the following documents:

- Off site Analysis Report
- Special Reports and Studies
- Other Permits
- Operation and Maintenance Manual
- Declaration of Covenant for Privately Maintained Flow Control and Treatment Facilities
- Declaration of Covenant for Privately Maintained Onsite Stormwater Management BMPs
- Bond Quantities Worksheet

# Stormwater Drainage Report for Small Sites Cover Sheet

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

Site Address: \_\_\_\_\_

Parcel Number(s): \_\_\_\_\_

Project Description: 

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**Developer/Owner:** \_\_\_\_\_

Contact: \_\_\_\_\_

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

Company: \_\_\_\_\_

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

Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

**Report Date:** \_\_\_\_\_

<p><b>City Use Only</b></p> <p><b>Permit Number:</b> _____</p> <p><b>Approval:</b></p>
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