



**DPS**

**Montgomery County  
Department of Permitting Services**

255 Rockville Pike, 2<sup>nd</sup> Floor  
Rockville, MD 20850-4166  
Phone: 311 in Montgomery County or (240)777-0311  
Fax: (240)777-6262  
<http://www.montgomerycountymd.gov/>



## **Stormwater Management Concept ePlans Submittal Requirements**

### **The following plans should be uploaded into the Drawings folder:**

- Grading or Site Plan. Should include:
  1. Vicinity Map
  2. Existing and proposed grading
  3. Impervious areas and improvements
  4. Existing and proposed drainage areas. Locations of study points used for calculations. If flows beyond study points converge off-site, give distance to conveyance
  5. Off-site drainage and outfalls
  6. Downstream conditions to demonstrate safe conveyance
  7. If site drains to an existing storm drain system, provide schematic drawing of the storm drain layout on 200' scale topography detailing the system from the point of inflow to the existing outfall
  8. Proposed development showing streets; parking lots; topography; 100-year floodplain and flow paths; existing or proposed easements for storm drains, sewers, and other utilities; building locations; location of springs, seeps and wetlands; and major soil groups
  9. Topography, profiles and cross sections as necessary to show the design is feasible and that correct design assumptions are used.
- Each plan sheet must be uploaded as a single file PDF using the correct file name convention into the Drawings folder.

### **The following plans should be uploaded into the Support Drawings folder:**

- Approved Natural Resources Inventory and Forest Stand Delineation (if applicable).

### **The following documents should be uploaded into the Documents folder:**

- A cover letter with justification for the proposed Stormwater Management Concept.
- A copy of notifications to downstream property owners, with receipts.
- Provide location, type and hazard class of all proposed on-site stormwater management facilities, including preliminary design.
- Results of in-place soil testing. See [Soil Testing Guidelines for Stormwater Management Practices](#).
- Computations showing adequacy of existing public or private drainage systems.

**File Name Convention for Stormwater Concept or Special Protection Plan Sheets:**

Sheet/Drawing Type	Sheet/Drawing Reference Number	Acceptable ePlans File Name	Number of Characters
<b>Stormwater Concept</b>	<b>0001-999</b>	<b>SMSC0001</b>	<b>8</b>
<b>Site Development Stormwater Management Plan</b>	<b>0001-999</b>	<b>SMSD0001</b>	<b>8</b>
<b>Combination Concept/Site Dev Stormwater Management Plan</b>	<b>0001-999</b>	<b>SMCO0001</b>	<b>8</b>
SPA Preliminary Water Quality Plan	0001-999	PW0001	6
SPA Final Water Quality Plan	0001-999	FW0001	6
Combination Preliminary/Final Water Quality Plan	0001-999	PFW0001	8
SPA Water Quality Inventory	0001-999	WQI0001	7

“001 denotes the first page in a set of drawings, the file name for the second page would end in 002 and so on.