



WES SERVICE PROVIDER LETTER TO BE COMPLETED BY APPLICANT

Project Name: _____

Site Address: _____

Applicant Name: _____

Email: _____ Phone: _____

Project Engineer: _____

Email: _____ Phone: _____

Development Activity:

Land Division

Zoning: _____

Max Allowed Lot Coverage % _____

Design Review or Other

Impervious Surface Area Determination:

List the new or modified impervious surface area, including gravel

Onsite (SQ FT) = _____

Offsite Road Improvements (SQ FT) = _____

Total (SQ FT) = _____

TO BE COMPLETED BY WES STAFF:

Attention Local Planning Authority: In accordance with Appendix A of the WES Design Standards, the applicant must obtain a Service Provider Letter from WES prior to submitting the land-use application to the Local Planning Authority.

Based on the materials the applicant submitted, the development has demonstrated the following:

Sanitary Sewer Services

The sanitary sewer preliminary design has demonstrated the proposed development is feasible, conditioned upon meeting all applicable WES Rules, Regulations and Standards prior to final plan approval. See additional WES comments below.

The sanitary sewer preliminary design is not feasible as proposed, or the applicant has not provided sufficient information to determine if the development is feasible. See additional WES comments below.

Stormwater Management Services

The stormwater management preliminary design has demonstrated the proposed development is feasible, conditioned upon meeting all applicable WES Rules, Regulations and Standards prior to final plan approval. See additional WES comments below.

The stormwater management proposal is not feasible as proposed, or the applicant has not provided sufficient information to determine if the project is feasible. See additional WES comments below.

WES Representative

Name:	WES-PermitServices@clackamas.us
Title:	503-742-4567
Date:	WES Log #

WES SERVICE PROVIDER LETTER - SUBMITTAL CHECKLIST

	Preliminary Plat (if land division)
	Site Assessment, including existing conditions, contour maps, drainage area basins, and locations of water quality resources
	Preliminary Sanitary Sewer Improvements
	Public sanitary sewer plans, including proposed extensions to public system and plan to provide service to upstream parcels
	Point(s) of connection to the public sanitary sewer system, including service connection locations for each lot
	All necessary plans and profiles to demonstrate compliance with minimum slope and depth design standards
	Identify any lots below the available gravity Sanitary Sewer Mainline that will require private pumping facilities
	Preliminary Stormwater Management Plan and Drainage Report
	Public and private storm drainage and conveyance system design
	Stormwater management facilities that demonstrate compliance with flow control and water quality performance standards
	Point of discharge
	Emergency overflow pathways
	Plan to provide a point of discharge for upstream parcels and/or bypass system to address upstream drainage
	Geotechnical report and analysis (Section 1.5.2)
	Infiltration testing results (Section 2.4)
	Drainage System Analysis (upstream and downstream, Section 2.3)
	Sizing and conveyance calculations (Section 6.1)
	BMP Sizing Tool calculations (for facilities that cannot fully infiltrate 10-year, 24-hour design storm)
	WQRA Boundary Verification (including mitigation plan for any encroachments into WQRA buffers)
	Preliminary Approval for Off-Site Easements, if applicable
	Offsite Mitigation Measures for Downstream Conveyance, if applicable

Note to the Applicant: The intent of the Service Provider Letter is to ensure that the applicant is able to demonstrate the proposed development is capable of satisfying applicable WES Rules and WES Standards prior to applying for Land Use/Design Review. WES will only issue the Service Provider Letter once the applicant has provided WES with sufficient plans, reports, studies, and other agency approvals needed for preliminary review.

Based on the preliminary review of the applicant's submittals, WES may require additional information prior to issuance of the letter, or as part of the forthcoming land use application, or make a determination that the proposed development is feasible by issuing the Service Provider Letter. WES may withhold comments on any forthcoming Land Use/Design Review application, until the applicant obtains a signed WES Service Provider Letter. The Service Provider Letter will only be issued once WES has reviewed and approved the preliminary submittals identified in the Submittal Checklist on Page 2.

Issuance of the Service Provider Letter does not imply the proposed development has fully demonstrated that the development can satisfy all applicable WES Rules, Regulations, and Standards, or any other applicable local and state regulations, nor does the letter include any conclusions by WES regarding the delineation of water quality resource areas or acceptability of undisturbed buffer areas. WES recommends the applicant consult the local planning authority in those situations where water quality resource area requirements may affect a development's proposed site layout.