



Return to:
 Clackamas Water Environment Services
 150 Beavercreek Rd, #430
 Oregon City OR 97045

WES SERVICE PROVIDER LETTER

TO BE COMPLETED BY APPLICANT:

Applicant Name: _____

Email: _____ Phone: _____

Project Engineer: _____

Email: _____ Phone: _____

Project Name: _____

Site Address: _____

Development Activity: *Land Division* *Design Review*

Other (specify): _____

Total new or modified impervious surface area:	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:	Email:	WES-PermitServices@clackamas.us
Title:	Phone:	503-742-4567
Date:	WES Log#	

WES Comments:



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.

SUBMITTAL CHECKLIST	
	Preliminary Plat (if applicable)
Preliminary Proposal for Public and Private Sanitary Infrastructure, including:	
	Proposed sanitary system layout, including demonstrated compliance with minimum design standards
	Points of connection to public sanitary sewer system
	Service proposal for upstream properties
Preliminary Stormwater Management Plan and Drainage Report, including:	
	Site Assessment and Maps
	Proposed Storm Drainage System, including infiltration, detention, and water quality facilities
	Conveyance system design
	Point of discharge
	Safe Emergency overflow pathway
	Service proposal for upstream properties
	Geotechnical report and analysis (see Section 1.5.2)
	Drainage area maps
	Infiltration testing results (see Section 2.4)
	Drainage System Analysis (upstream and downstream, see Section 2.3)
	Sizing and conveyance calculations
	BMP Sizing Tool calculations
	WQRA Boundary Verification or Natural Resource Assessment, if applicable
	Preliminary Approval for Off-Site Easements, if applicable
	Offsite Mitigation Measures for Downstream Conveyance, if applicable