



CITY OF PORTLAND
Stormwater
Management
Manual

COMMITTEE REVIEW SPECIAL CIRCUMSTANCES APPLICATION FORM

Please fill this form out completely.

For assistance in completing the form, consult with the Bureau of Environmental Services (BES) staff assigned to review your proposal or with BES staff in the Development Services Center. Refer to Section 1.8 of the *2020 Stormwater Management Manual* for the complete Special Circumstances Submittal Requirements.

A complete Special Circumstances submittal consists of this form, the Special Circumstances Application Fee (if applicable), one (1) set of plans, and any supplemental information that supports this Special Circumstances request. Plans should clearly indicate the proposed new or redeveloped impervious area and proposed stormwater management. Also clearly show the unmanaged area for which the project is requesting special circumstances review.

(for staff use only)

Received by: _____

Date: _____

Deemed complete on: _____

I. PROJECT INFORMATION

SITE INFORMATION

Permit Number/LUR Case/Public Works Project Number: _____

Site ID (R number(s)): _____

Project Location/Site Street Address: _____

City/State/Zip: _____

Project Name *(if applicable)*: _____

Special Circumstances request location *(choose one)*: Private property Right of way

APPLICANT INFORMATION

Applicant Name: _____

Applicant Business Name: _____

Applicant Mailing Address: _____

City/State/Zip: _____

Applicant Phone Number: _____

Applicant Email Address: _____

OWNER INFORMATION *(if applicable)*

Owner Name: _____

Owner Mailing Address: _____

City/State/Zip: _____

Owner Email Address: _____

Describe the development or improvement proposal *(one set of plans must be submitted that match this description)*:

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2. SPECIAL CIRCUMSTANCES INFORMATION

Provide reason for the Special Circumstances request:

- Why are stormwater management facilities not technically feasible?
- Why should this proposal be considered given the stormwater management requirements in the Stormwater Management Manual?

3. STORMWATER MANAGEMENT INFORMATION

Describe any existing or proposed stormwater management facilities on the site.

ALL PROJECTS

A. Project impervious area
(only include area triggering SWMM requirements) _____ ft²

B. Project Impervious Area subject to Special
Circumstances Fee (unmanaged impervious area): _____ ft²

PROJECTS IN THE RIGHT-OF-WAY USING TREE CREDITS

C. Applicable Tree Credit (attach Tree Credit Worksheet) _____

D. Project impervious area subject to Special Circumstances
Fee adjusted with tree credit. (Subtract C from B) _____ ft²

**Where will stormwater be discharged if
Special Circumstances is approved.**

- Onsite infiltration
 Storm-only system:
Watershed or waterbody: _____

Location of storm-only sewer:

- Combined sewer:
Location of combined sewer:

Signature: _____ Date: _____

Print Name: _____ I am the Applicant Owner