

3 Site Planning

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3.0 Introduction

Philadelphia Water Department (PWD) requires a conceptual review for all projects which are subject to the PWD Stormwater Management Regulations, the *Darby and Cobbs Creek Watershed Act 167 Stormwater Management Plan*, or Philadelphia Code §14.1603.2 *Environmental Controls for the Wissahickon Watershed*. In addition, projects which involve a site larger than 5,000 sq ft may be required by Licenses and Inspections (L & I) to obtain PWD approval for zoning purposes. The Conceptual Site Plan review is designed to assist developers and their engineers in developing a Site Plan that minimizes impacts and stormwater management costs and identifies water and sewer infrastructure constraints and opportunities. This is done early in the development process before significant resources have been spent on final design of the project. This section describes the required submittal items and the review process that must take place during the initial phase of development.

3.1 Site Inventory - Existing Resources and Site Analysis

The developer's first task is to assess features and conditions at the site before design begins. It is during this initial step that the developer is required to complete the **Existing Resources and Site Analysis (ERSA) Worksheet**. Not only does the worksheet assist in site planning, but it is a required submittal for PWD Development Review and included as part of the Post-Construction Stormwater Management Plan (PCSMP) submittal.

The ERSA map or Existing Conditions Plan is intended to help the developer to identify existing features, soil, vegetation, structures (if any), and existing drainage pathways. PWD will discuss opportunities to protect these features and their potential use for more effective post-construction stormwater management. Opportunities identified during the site analysis may help to minimize impacts and stormwater management costs.

For the most recent checklists and worksheets as well as an example Conceptual Site Plan, please refer to www.PhillyRiverInfo.org/PWDDDevelopmentReview. Once the existing conditions are analyzed, a Conceptual Site Plan is prepared and the applicant should submit an ERSA submittal. The ERSA Submittal must include the following:

- √ ERSA Worksheet (Worksheet 1),
- √ ERSA Map,
- √ Conceptual Site Plan showing proposed conditions, and
- √ Site Photographs (one from each face of the parcel).

All of the above items should be submitted online at www.PhillyRiverInfo.org/PWDDDevelopmentReview. PWD will review the ERSA submittal for content and format requirements (see ERSA checklist).

3.2 Philadelphia Water Department Conceptual Review

Upon receipt of the ERSA Submittal (described above), PWD representatives review the submittal and if needed, schedule a meeting with the developer and their engineers to discuss the Conceptual Site Plan in terms of water and sewer connections and availability and stormwater management. Sometimes a meeting with PWD Staff is the most efficient manner in which to address complex site constraints. PWD will schedule a meeting if requested by the applicant or deemed necessary by PWD Staff. The following may take place at the meeting:

- Based on the ERSA, the developer will discuss existing features, soil, vegetation, structures (if any), and existing drainage pathways. PWD will discuss opportunities to protect these features and their potential use for more effective post-construction stormwater management.
- PWD and the applicant will discuss potential issues related to water, sewer, and stormwater design as well as any other PWD concerns associated with the project.
- The developer along with PWD will review the Conceptual Site Plan and discuss ways to minimize impacts and stormwater management cost.
- PWD will provide guidance to developers and assist them with questions regarding the PCSMP Process. This early consultation will contribute to a more effective and economic PCSMP for both the developer and PWD.

Upon completion of the PWD review of the ERSA submittal, PWD Staff will send an electronic copy and hard copy of the following to the applicant:

- Completed Checklist A: PWD Conceptual Review with detailed recommendations for the Site Plan and
- Stamped and signed copy of the Conceptual Site Plan approved for Zoning purposes.

PWD routinely copies the Philadelphia City Planning Commission (PCPC) Staff on the electronic copy of Checklist A and the Conceptual Site Plan to help better coordinate plan reviews. A copy of this checklist is provided at www.PhillyRiverInfo.org/PWDDevelopmentReview for reference.

3.3 Site Plan Preparation

Based on the recommendations from PWD, PCPC, and Streets Department, the developer will prepare and submit their complete Zoning Permit Application. As the developer moves forward with Site Plans and Building Plans, they should refer to **Section 4.1**: Protect and Utilize Existing Site Features and **Section 4.2**: Reduce Impervious Cover to be Managed to maximize the efficiency of their Site Plan.