



Renewing or Transferring a Harris County Storm Water Quality Permit

Consulting Engineer or Property Owner:

In order to Renew or Transfer a Storm Water Quality Permit, the following items will be required:

Permit Renewal

1. Permits must be renewed annually on or before the anniversary date of the Certificate of Compliance issued for the SWQ permit. If the permit is renewed on time the renewal fee is \$250. If the permit expires the fee is \$500. Check or money order made payable to Harris County is required for the fee.
2. A completed and signed Storm Water Quality Permit Application is required. See #1 above for fee requirements.
3. A completed and sealed Annual P.E. Inspection Certification Form and a completed and notarized Annual Permittee Certification Form are required.

Permit Transfer

1. If the property has changed ownership then the permit must be transferred to the new owner. An SWQ Application form listing the new owner as the Property Owner is required. The transfer will result in an updated permit being issued. It will have a new permit number, but the renewal date will remain the same (see above #1).
2. A check for \$300 is required for a permit transfer.
3. An initial transfer to a Municipal Utility District does not require a fee. However, a letter from the MUD, accepting responsibility for maintenance and operation of the Storm Water Quality Management Plan and feature(s) are necessary.

Notes:

- All forms mentioned are available at http://hcpid.org/permits/swq_permit.html under the "Required Forms" section.
- Permit files may be obtained by contacting the Records Department manager, Rudy Palomo, at rudy.palomo@hcpid.org
- Separate application forms must be submitted for a renewal and transfer.

Thank you. Please contact Jason Lange (713.956.3084) or Donald Thompson (713.956.3045) with any questions.

STORM WATER QUALITY PERMIT APPLICATION

1. APPLICANT & OWNER INFORMATION (Please print or type)

Applicant Name _____ Phone _____ Fax _____
 Applicant Mailing Address _____ City _____ State _____ Zip _____
 Property Owner Name _____
 Property Owner's Mailing Address _____ City _____ State _____ Zip _____
 Property Owner E-mail _____ Phone _____ Fax _____

2. PERMIT STATUS (Check only one per form)

New Permit, Provide HC Project # _____ Renewal Amendment Transfer Provide Permit No. _____
 Master Permit, Provide Permit No.'s to be Consolidated: _____

3. LOCATION OF PROPERTY

Subdivision/Project Name _____ Sec _____ Blk _____ Lot _____ Res _____
 Street Address _____ City _____ State _____ Zip _____
 Acreage _____ Survey Name _____ Abstract Number _____
 Property Tax Account Number _____ - _____ - _____

4. RECEIVING STREAM

HCFCFD Name and Unit No.: _____

5. PERMANENT STORM WATER QUALITY FEATURE

Dry w/ Detention Dry 10/100 Yr Trash Basin Oil/Grit/Trash Separator(s) Vegetative Filter Strip(s)
 Wet w/ Detention Wet 10/100 Yr Trash Basin Trash Separator(s) Grassy Swale(s)
 Inlet Inserts Low-Impact Development Combination Other-Explain: _____

6. DEVELOPMENT TYPE

New Development Significant Re-Development Existing Development

7. MUNICIPAL SEPARATE STORM SEWER TYPE

Detention Pond Flood Control Ditch Open Ditch Storm Sewer

8. STORM WATER QUALITY FEATURE OWNERSHIP TRANSFER INFORMATION (If Applicable)

Upon Completion, Ownership of the Permanent Storm Water Quality Feature Will be Transferred To: _____
 Property Owner (if other than current) HCFCFD MUD Home Owner's Assoc.

FOR NEW PERMIT: Attach 1 copy of the Approved Plan Set (if approved before 11/1/2009), the original SWQ Affidavit, a copy of the NOI, and the fees.
FOR PERMIT RENEWAL: Attach both completed original Annual Certification Forms and the fee.
Additional information and forms: http://hcpid.org/permits/swq_welcome.html

All development must be completed in accordance with the Regulations of Harris County, Texas for Storm Water Quality Management.

The Applicant hereby acknowledges and agrees to be strictly bound to Commissioners' Court of Harris County in ensuring that all provisions, conditions and requirements attached to the issuance of the Storm Water Quality permit(s) under the Regulations of Harris County, Texas for Storm Water Quality Management will be faithfully and fully complied with.

The permit applicant understands and agrees that the County Engineer may make scheduled or unscheduled inspections of the property upon the issuance of the permit. The applicant acknowledges that the Permanent Storm Water Quality Feature must receive a Final Inspection before a Certificate of Compliance can be issued. If the permit applicant is a corporation, partnership or other legal entity other than a natural person, then the undersigned acting as the authorized representative of said entity will be responsible for ensuring the entity's compliance with all provisions, conditions and requirements of the Storm Water Quality Permit.

I, _____, the undersigned have carefully reviewed this application and my answers to all questions. To the best of my knowledge, the answers are all true and correct.

SIGNATURE of Applicant/Agent or Attorney _____ Date _____

| Receiving | Plan checking | Cashier | Date Application Received |
|---------------|---------------|-------------|---------------------------|
| Applicant No. | Planchecker | SWQ # | |
| Request No. | Approved By | | |
| Property No. | Date | | |
| Clerk & Date | Viol No. | Receipt No. | |



ANNUAL PROFESSIONAL ENGINEER INSPECTION CERTIFICATION

I, _____, a registered Professional Engineer
(Name)
duly licensed to practice in the State of Texas do hereby certify that on
_____, the _____
(Inspection Date) [Structural Control(s)]
designed and constructed as part of Storm Water Quality Permit Number
_____, conformed to the plans and technical specifications
(SWQ Permit No.)
contained in the approved civil engineering drawings and Storm Water
Quality Management Plan on file with the Harris County Public
Infrastructure Department, Engineering Division, Permit Office.

Signature

Date

Mailing Address

City, Zip

Phone No.

S E A L

Form SWQ 01-006



ANNUAL PERMITTEE CERTIFICATION OF PROPER OPERATION

I, _____, acting as _____
(Name) (Position)

for _____, permittee, certify under penalty of
(Permittee's Name)

law that the Storm Water Quality Management Plan in effect for _____

_____,
(Development Named on Permit)

under **Storm Water Quality Permit No.** _____, has been
(SWQ Permit No.)

complied with according to the provisions contained therein.

(Signature)

(Date)

(Printed Name)

(Phone Number)

Permittee's Name: _____

Address: _____

City, State, and Zip: _____

Phone No. _____

State of Texas §

County of Harris §

Before me, a notary public, on this day personally appeared _____
_____ known to me (or proved to me on the oath of
_____) to be the person whose name is subscribed to the
foregoing instrument and acknowledged to me that he/she executed the same for the
purposes and consideration therein expressed.

Given under my hand and seal of office this _____ day of _____, _____.

SEAL

Notary Public