



CHAPTER 102 SCM CONSTRUCTION CERTIFICATION FORM INSTRUCTIONS

Completion and submission of the SCM Construction Certification Form (3800-FM-BCW0271k) ("SCM Certification Form") to the office of the Department of Environmental Protection (DEP) or delegated county conservation district (CCD) that approved coverage is a requirement of certain Chapter 102 permits. Under these permits, the permittee must submit the SCM Certification Form within 30 days of the completion of a structural post-construction stormwater management (PCSM) stormwater control measure (SCM). A structural PCSM SCM is a manmade structure used to manage post-construction stormwater, including but not limited to infiltration-based SCMs. The SCM Certification Form does not need to be completed and submitted for PCSM SCMs that are activities (e.g., street sweeping) or are natural landscape features that did not involve construction.

General Information

Enter the following information in the General Information section of the SCM Certification Form:

- **Project Site Name** – Enter the project site name as identified on page 1 of the Chapter 102 permit.
- **Permit No.** – Identify the NPDES or E&S Permit Number assigned to the project site.
- **Permittee Name** – Report the permittee as identified on page 1 of the Chapter 102 permit.
- **Expiration Date** – Enter the expiration date of the latest issued permit.
- **SCM Name and SCM ID No.** – Enter the name of the SCM and the ID No. the permittee assigned to the SCM in the PCSM Plan. This information should have been reported in PCSM Module 2 and should have been identified on PCSM Plan Drawings.
- **Municipality and County** – Identify the municipality and county where the SCM is located.
- **Designer Name and Firm** – Report the name and firm (company) of the individual who designed the SCM that was approved as part of the PCSM Plan for the project.
- **Recording Date** – Report the date the legal instrument disclosing the PCSM SCM was recorded with the Recorder of Deeds (original recording or latest amendment).
- **SCM Latitude and Longitude** – Report the latitude and longitude coordinates of the SCM in decimal degrees format, with no less than 5 digits after the decimal place. The center of the SCM should be utilized for these coordinates.
- **Drainage Area and Impervious Area** – List the overall drainage area to the SCM, in acres, as well as the impervious area within the overall drainage area, in acres.
- **Date Complete** – Enter the date that construction of the SCM was considered complete.
- **SCM Type** – Check the appropriate box to indicate whether the SCM is newly constructed (New SCM) or was an existing SCM that was expanded or otherwise modified for the project (Modified SCM).
- **Person(s) Responsible for Long-Term O&M** – If known, identify the person(s) responsible for long-term operation and maintenance (O&M) of the SCM.
- **Inspection Information** – Report every inspection completed of the SCM in the table provided. Enter the inspection date, the critical stage(s) observed during the inspection, the name of the inspector, and the inspector's firm (company). Attach a separate sheet as necessary to document all inspections.

Construction Information

- **Photographs** – It is a requirement that photographs of each critical stage overseen by the inspector are attached to the SCM Certification Form. Each photograph should have a stamp identifying the date and time the photograph was taken and each photograph should have a caption to explain what is being shown.
- **Deviations** – Explain any deviations made during construction in comparison to the approved PCSM Plan and if the deviations were approved by DEP/CCD.
- **Measurements** – Describe any measurements taken by the inspector to evaluate conformance of the SCM and its components with the approved PCSM Plan. For example, report measurements of media depths, invert elevations, spillway elevations, embankment slopes and widths, etc. Such measurements should be used to prepare record drawings for the SCM.
- **Infiltration SCMs** – Check the appropriate box (Yes or No) to indicate whether volume management credit was claimed in the PCSM Plan using infiltration for the SCM. If No, skip the remaining questions.

If Yes, enter the design ponding time (for surface SCMs) or drawdown time (for subsurface SCMs) at the 2-year/24-hour storm event, in hours, along with the design ponding or drawdown depth, in feet, as reported in the approved PCSM Plan.

Check the appropriate box to indicate the method used to verify the ponding or drawdown time of the SCM prior to completing construction of the SCM. This confirmation testing should be completed after the drainage area to the SCM has been permanently stabilized. Acceptable alternatives are:

- Infiltration Tests (using methods identified in Pennsylvania's Stormwater BMP Manual, as amended);
- Simulated Runoff Test (where the SCM is artificially filled with water to the ponding depth of at least 6 inches and drawdown time is observed); and
- Post-Storm Visual Inspection (similar to the Simulated Runoff Test except that precipitation fills the SCM to a minimum depth of 6 inches rather than an alternative source of water).

Report the measured ponding or drawdown time (i.e., the result of confirmation testing), in hours, and the measured depth, in feet. If infiltration tests are used, convert the measured rate to a ponding or drawdown time at the design ponding depth, and leave the measured depth blank.

Report the percentage from the ratio of Measured Ponding/Drawdown Time to Design Ponding/Drawdown Time. Attach all test results, observation logs and calculations performed to calculate the ratio.

If required by the Chapter 102 permit, corrective measures must be taken if the measured ponding or drawdown time is greater than 120% of the design times. If corrective measures were taken, describe them in the space provided or attach a separate report.

Permittee Certification

A responsible official of the permittee must sign and date the certification section of the form.

Licensed Professional Certification

A licensed professional must sign and date the Licensed Professional Certification section. The licensed professional may be the inspector that oversaw SCM construction or someone who reviewed information gathered by a designee. Select the appropriate box to indicate the license type and enter the license number in the space provided.

Submission

If required by the Chapter 102 permit, submit the SCM Certification Form to the office of DEP/CCD that approved permit coverage.