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| **INSTRUCTIONS** |
| The District offers two different types of meetings: 1. **Pre-Application** M**eeting**
	* Informal meeting to discuss project overview and provide general guidance.
	* For a Pre-Application Meeting, complete Pages 1-2.
	* Meetings may be virtual or at MCCD offices.
2. **Pre-Submission Meetings**
	* Formal meeting for projects that are ready to submit for a Chapter 102 Permit.
	* For a Pre-Submission Meeting, complete Pages 1-4.
	* Meetings must be at MCCD offices.
	* A complete submission package must be provided electronically five (5) business days prior to the meeting. Meetings will be rescheduled if a complete submission package is not provided.

**The District highly recommends that the applicant attend all meetings.**  |
| **GENERAL INFORMATION** |
| Meeting Date: |   |
| Meeting Time: |   |
| MCCD Resource Conservationist: | Choose an item.  |
| MCCD Engineer: | Choose an item.  |
| Meeting Type: | [ ] Pre-Application | [ ] Pre-Submission |
| Permit Type:  | [ ] General | [ ] Individual | [ ] Major Amendment | [ ] Minor Amendment |
|  | [ ] Unknown/Other (please explain):  |
| Multiple Program Permits Required? | [ ] Yes | [ ] No |
| If yes, please use PADEP PACT Tool: <https://www.ahs.dep.pa.gov/pact/> |
| If PACT Meeting held, provide date:  |
| **APPLICANT INFORMATION** |
| Applicant Name: |   |
| Applicant Company: |   |
| Applicant Phone: |   |
| Applicant Email: |   |
| Applicant Address: |   |
| City, State, Zip: |   |
| **CONSULTANT INFORMATION** |
| Consultant Name: |   |
| Consultant Company: |   |
| Consultant Phone: |   |
| Consultant Email: |   |

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| **PROJECT DESCRIPTION** |
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| **PROJECT INFORMATION** |
| Project Name: |   |
| Project Site Address: |   |
| Project Municipality: |   |
| Total Project Site Area (ac):  |   |
| Total Earth Disturbance Area (ac):  |   |
| Stormwater Discharges to HQ or EV surface waters, including wetlands? | [ ] Yes | [ ] No |
| Jurisdictional Wetlands in Project Site Area? | [ ] Yes | [ ] No |
| Hydric Soils in Project Site Area? | [ ] Yes | [ ] No |
| Earth disturbance in an area of known karst? | [ ] Yes | [ ] No |
| Stormwater Discharges to proposed private sewer, MS4, or CSS? | [ ] Yes | [ ] No |
| Project is associated with Act 2 remediation project, or is otherwise known to contain contamination? | [ ] Yes | [ ] No |
|  If Yes, describe: |   |
| Riparian Buffers: | [ ] Yes | [ ] No |
| PNDI Results other than "No Known Impact" | [ ] Yes | [ ] No |
|  If Yes, has PNDI been cleared? | [ ] Yes | [ ] No |
| Chapter 105 or Chapter 106 permit(s) required? | [ ] Yes | [ ] No |
| Phased project or Common Plan of Development/Sale? | [ ] Yes | [ ] No |
| Number of During-Construction Discharge Points: |   |
| Number of Post-Construction Discharge Points: |   |
| Has a Stormwater Analysis been completed addressing each discharge point?  | [ ] Yes | [ ] No |
| Receiving Water 1: |   |
|  Chapter 93 Designated Use |   |
|  Impaired? | [ ] Yes | [ ] No |
|  Impairment Cause(s): |   |
| Receiving Water 2 (if applicable): |   |
|  Chapter 93 Designated Use |   |
|  Impaired? | [ ] Yes | [ ] No |
|  Impairment Cause(s): |   |
| Attach additional information for 2+ receiving waters |   |
| **PRE-APPLICATION MEETING NOTES** |
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| **PRE-SUBMISSION MEETING INFORMATION** |
| * A complete submission package must be provided electronically five (5) business days prior to the meeting. Meetings will be rescheduled if a complete submission package is not provided.
* A complete submission package must be provided hard-copy at the meeting, consistent with the electronic copy provided, including:
 |
| Item: | Included? |
| MCCD Application (two copies) | [ ] Yes | [ ] No |
| NOI/Application (two copies) | [ ] Yes | [ ] No |
| County Notification Form (one copy) | [ ] Yes | [ ] No |
| Municipal Notification Form (one copy) | [ ] Yes | [ ] No |
| PNDI, with clearances if applicable (one copy) | [ ] Yes | [ ] No |
| PNDI clearances, if applicable (one copy) | [ ] Yes | [ ] No  | [ ] N/A |
| E&S Plans (one copy) | [ ] Yes | [ ] No |
| E&S Module 1, with supporting calculations (one copy) | [ ] Yes | [ ] No |
| PCSM Plans (one copy) | [ ] Yes | [ ] No |
| PCSM Module 2, with supporting calculations (one copy) | [ ] Yes | [ ] No |
| PADEP Spreadsheets, with supporting calculations (one copy) | [ ] Yes | [ ] No |
| Have PADEP Spreadsheets been completed on a discharge point basis? | [ ] Yes | [ ] No |
| Have PADEP Spreadsheets been completed on a receiving water basis? | [ ] Yes | [ ] No |
| Off-Site Discharge Analysis, if applicable (two copies) | [ ] Yes | [ ] No | [ ] N/A |
| Wetland Determination, if applicable (two copies) | [ ] Yes | [ ] No | [ ] N/A |
| Contamination Documentation, if applicable (two copies) | [ ] Yes | [ ] No | [ ] N/A |
| MRC Design Summary Sheet, if applicable, with supporting calculations. (one copy) | [ ] Yes | [ ] No | [ ] N/A |
| MRC Narrative, if applicable (one copy) | [ ] Yes | [ ] No | [ ] N/A |
| Geotechnical & Infiltration Testing (one copy) | [ ] Yes | [ ] No |
| **PRE-SUBMISSION MEETING NOTES** |
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| **GEOTECHNICAL AND INFILTRATION TESTING** |
| Please complete the following for each structural PCSM BMP. Attach additional sheets as necessary. |
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| BMP ID #  |
| Infiltration BMP? | [ ] Yes | [ ] No |
| MRC BMP? | [ ] Yes | [ ] No |
| Test Pit ID | BMP Bottom Elevation | Existing Grade Elevation | Elevation of Test Pit (bottom of test pit) | Elevation of Infiltration Test | Rock Elevation | Groundwater Elevation |
|    |    |    |    |    |    |   |
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| BMP ID #  |
| Infiltration BMP? | [ ] Yes | [ ] No |
| MRC BMP? | [ ] Yes | [ ] No |
| Test Pit ID | BMP Bottom Elevation | Existing Grade Elevation | Elevation of Test Pit (bottom of test pit) | Elevation of Infiltration Test | Rock Elevation | Groundwater Elevation |
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| BMP ID #  |
| Infiltration BMP? | [ ] Yes | [ ] No |
| MRC BMP? | [ ] Yes | [ ] No |
| Test Pit ID | BMP Bottom Elevation | Existing Grade Elevation | Elevation of Test Pit (bottom of test pit) | Elevation of Infiltration Test | Rock Elevation | Groundwater Elevation |
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