



# CITY OF GOLDEN

## Stormwater Quality Permit

Fact Sheet

1445 TENTH STREET  
GOLDEN, CO 80401  
303-384-8188  
(FAX) 303-384-8161  
Rev Sept 2007

### Why is a Stormwater Quality Permit Required?

The stormwater program is mandated under the National Pollutant Discharge Elimination System (NPDES), a component of the Clean Water Act. The requirement is intended to reduce the amount of pollutants entering streams, rivers, lakes, and wetlands as a result of runoff from residential, commercial and industrial areas. Large construction sites have been under a requirement to obtain permit coverage since 1992 (Phase I of the program). Small construction sites have been under a requirement to obtain permit coverage since July 1, 2002.

### When is a Stormwater Quality Permit Required from the City?

A Stormwater Quality Permit is required if you will disturb one half acre or more ( $\geq 1/2$ ) OR if you will disturb less than one half acre that is part of a larger common plan of development or sale. A "common plan of development or sale" includes sites where multiple, separate and distinct construction activities may be taking place at different times, on different schedules, or under separate ownership, but under a single plan. This includes, but is not limited to, phased projects with multiple filings or lots, and projects in a contiguous area that may be unrelated but still under the same contract. This also includes development of all lots and parcels within an approved subdivision or Planned Unit Development, regardless of the size of the individual lots or parcels that occurs within the first five years following recordation of the final subdivision plat or Planned Unit Development document.

### When is a Stormwater Permit Required from the State?

The City is a designated Qualifying Local Program by the Colorado Department of Public Health and Environment Water Quality Control Division. Construction sites less than five acres are automatically covered under the State's Stormwater General Permit for Construction Activities with a City permit. Sites greater than five acres require a State Stormwater Construction Permit in addition to the City permit. Contact CDPHE at <http://www.cdphe.state.co.us/wq/permitsunit/stormwater/construction.html> 303-692-3500 for more information.

### What is Necessary to Obtain a Stormwater Quality Permit?

- ❑ **Permit application** A **Permittee** must be designated on the permit. The Permittee must be an individual person who will be the responsible party for the project. **Authorized agent(s)** are typically site personnel who can ensure quick response to BMP repairs and/or failures.
- ❑ **Stormwater Management Plan (SWMP)** Please refer to the SWMP Fact Sheet for plan requirements.
- ❑ **Performance Security** Must be a check or an irrevocable letter of credit. The Performance Security is based on the cost of material and installation of all BMPs called for on the SWMP. The Performance Security will only be used in the event that the City has to take corrective action. Such action will follow a written request to the Permittee. When the City must utilize the Performance Security a 15% administrative cost will be assessed and drawn from the Performance Security. If the City does not draw from the Performance Security it will be returned upon final stabilization, plus interest at the rate currently earned by the City. It is the responsibility of the Permittee to request the release of the Performance Security.



**CITY OF GOLDEN**  
**Stormwater Quality Permit**  
Fee Schedule

1445 TENTH STREET  
GOLDEN, CO 80401  
303-384-8188  
(FAX) 303-384-8161

Effective January 1, 2010, per City of Golden Resolution 1997, the following fees will be assessed:

- Stormwater Quality Permit \$350 for initial permit and SWMP review
- Stormwater Quality Permit renewal - \$125 for annual renewal
- Stormwater Quality Permit reinspection fee - \$40

The Performance Security is a separate requirement. Please see the Permit Application.



# CITY OF GOLDEN

## Stormwater Quality Permit Application

1445 TENTH STREET  
GOLDEN, CO 80401  
303-384-8188  
(FAX) 303-384-8161

Permit required for all land disturbances equal to or greater than 1/2 acre OR if you will disturb less than one half acre that is part of a larger common plan of development or sale.

### Project Information

Project Name:

Address/Location:

### Contact Information

#### Owner

Name:

Contact Person:

Address:

Phone:

Fax:

Mobile:

Email:

#### Contractor

Name:

Contact Person:

Address:

Phone:

Fax:

Mobile:

Email:

#### Other

Name:

Contact Person:

Address:

Phone:

Fax:

Mobile:

Email:

**Designate a permittee from the above list:**

**List, in addition to the permittee, site personnel who will have authority to make modifications:**

<b>Project Information:</b>
Project Size (acres):
Brief Description of Project:

<b>Project Schedule:</b> (provide further detail with the Stormwater Quality Management Plan)
Expected work start date:
Expected work completion date:

<b>Performance Security:</b>				
Stormwater Quality Control Features: (for security escrow calculation)				
Item description	Quantity	Unit	\$/Unit	Total
<b>Total Performance Security \$</b>				

As a condition for the issuance of a stormwater quality permit, applicants shall be required to provide security in the form of cash escrow or an irrevocable letter of credit. The amount of the security shall be based upon the cost of the work required to ensure compliance with the permit’s terms and conditions. The security, with interest at the rate currently earned by the city, less any deductions, shall be released upon the city’s determination that the Permittee has successfully completed all work required by the permit. If the Permittee does not successfully complete all required work or violates any requirement of the permit, the city may take corrective measures and charge the cost of such to the Permittee. Such costs shall include the actual cost of any work deemed necessary by the city plus administrative and inspection costs and penalties pursuant to the city’s stormwater quality enforcement policy. In determining the cost of work, a 15% administrative fee shall be assessed. If the total of such costs exceeds the security, the Permittee shall be responsible for payment of the remaining balance within thirty calendar days of receipt of an accounting of such from the city.

It is the Permittee’s responsibility to request a release of the Performance Security. Please note that eligibility for a full release is determined by adequate permanent stormwater quality control features, including established vegetation. In most cases, a minimum of one year from the date of seeding is necessary to determine vegetation establishment.

NOTE: This permit is separate from any permits required by the Colorado Department of Public Health and Environment, Water Quality Control Division under the Colorado Discharge Permit System.

**FOR OFFICE USE**

Application received:	
Stormwater Quality Control Plan received:	
Total Performance Security collected: \$	
Date paid:	Method of Payment:



**CITY OF GOLDEN**  
**Stormwater Management Plan**  
Fact Sheet

1445 TENTH STREET  
GOLDEN, CO 80401  
303-384-8188  
(FAX) 303-384-8161  
Rev Sept 2007

A Stormwater Management Plan (SWMP) is required for a City of Golden Stormwater Quality Permit. A SWMP must include a description of all stormwater management controls that will be implemented as part of the construction activity to control pollutants in stormwater discharges. This document is designed to help you develop a SWMP for your construction project. It lists each of the SWMP requirements and outlines items for you to address when developing the SWMP.

Consult the City of Golden Stormwater Quality Control Design Guidance Manual (COGSWQCDGM) and/or the Urban Storm Drainage Criteria Manual vol. 3 for approved practices and details. Both documents can be found at <http://www.cityofgolden.net/Documents.asp?SectionID=60>. Refer to the CDPHE Water Quality Control Division – Stormwater Program Appendix A, SWMP Guidance for CDPS requirements and a more thorough discussion on preparing a SWMP at <http://www.cdphe.state.co.us/wq/permitsunit/stormwater/construction.html>

The SWMP shall be prepared in accordance with good engineering, hydrologic and pollution control practices. The Plan does not need to be prepared by a registered engineer. The Plan must describe the implementation of Best Management Practices (BMPs) that will be used to reduce the pollutants in stormwater discharges associated with construction activity and post-development runoff. If other documents will be used to fulfill all or part of the SWMP include a information that references each of the SWMP items and indicate where they can be found in the other documents.

The Plan must be regularly updated and reflect site conditions at all times. Possible modifications may include replacing BMPs, adding BMPs, and identifying additional potential sources of pollution. Hand-written notations, initialed and dated, are adequate for most plan updates. Failure to keep the SWMP current can result in an automatic violation of the CDPS Stormwater Construction Permit.

The following should be used as a guide in preparing the SWMP. Each item must be addressed in the SWMP, or referenced in the SWMP if another plan or document containing the information will be used.

An efficient record-keeping system is a helpful tool in managing inspection and maintenance reports. It is strongly recommended that a logbook be maintained for inspection reports, maintenance records, spill response, weather conditions, training, correspondence, etc. The documents must be kept on site when construction activities are occurring (site office, trailer, box or truck) and be made available to EPA, State and local inspectors.

## 1. Stormwater Quality Statement

Include the following statement on the Plan:

Stormwater quality best management practices shall be implemented to minimize soil erosion, sedimentation, increased pollutant loads and changed water flow characteristics resulting from land disturbing activity, to the maximum extent practicable, so as to minimize pollution of receiving waters.

## 2. Site Description

- a) A description of the construction activity
- b) A proposed construction schedule
- c) Total area of the site, and total disturbed area, including offsite staging/storage areas
- d) A description of the soil and soil erosion potential
- e) A description of the existing vegetation at the site, including coverage
- f) The location of potential pollution sources, such as vehicle fueling, storage of chemicals, concrete washout, sanitary waste, dumpsters, etc.
- g) The location and description of any anticipated non-stormwater discharges such as uncontaminated springs, landscape irrigation return flows, and construction dewatering
- h) The name of the receiving water(s) and the size, type and location of any outfall or, if the discharge is to a municipal separate storm sewer, the name of the system, the location of the storm sewer discharge, and the ultimate receiving water(s)

## 3. Location and description of appropriate control measures (BMPs)

The Plan must indicate locations for and descriptions of existing control measures and additional control measures that will be used. Approved details must be included for each BMP indicated. The plan should clearly describe the implementation of BMPs relevant to each phase of site development:

- a) before clearing and grading begins,
- b) during all phases of construction, and
- c) post-construction/final stabilization.
- d) identify staging areas, materials handling and material storage, and spill prevention measures appropriate to the site

## 4. Inspection and Maintenance Procedures

The plan must include inspection and maintenance procedures to ensure BMPs are effective and in good operating condition. The following are required minimum procedures:

- a) Inspections
  - 1) Perform every 14 days, and within 24 hours of a stormwater event that causes surface runoff
  - 2) During each inspection, observe disturbed areas, the site perimeter, discharge points, material and waste storage areas, and BMPs
  - 3) Complete an inspection report (form provided by the City) for each inspection performed
  - 4) Keep inspection reports on site
- b) Maintenance
  - 1) Perform maintenance and repairs as soon as possible on items or areas identified in the inspection report. Most repairs should be completed within 24 to 48 hours.
  - 2) Perform maintenance as indicated in the City of Golden Stormwater Quality Control Design Guidance Manual, per manufacturer's specifications, or other sources determined to be acceptable

**CITY OF GOLDEN**  
**EROSION & SEDIMENT CONTROL MEASURES**  
**ACTIVE SITE INSPECTION REPORT**

Project Name:		
Project Address/Location:		
Date:	Time:	Temp:
Weather (rain, snow, cloudy, windy, etc.):		
Contact:		
Inspection by:		

Construction Activities	Construction Sequence		
	Today	Planned for This Week	Planned for Next Week
Grading			
Excavation			
Utility Construction			
Foundations			
Structural Work			
Asphalt Paving			
Landscaping			

Erosion & Sediment Control Measures						
BMP	To Be Constructed	Good Condition (Functioning)	Requires Maintenance	Needs Replacement (Not Functional)	Per SWPPP	Comments
Seed / Sod						
Mulch						
Surface Roughening						
Erosion Blanket						
Diversion Swale / Berm						
Slope Drain						
Check Dams						
Outlet Protection						
Sediment Basin						
Silt Fence						
Straw Bales						
Vehicle Tracking Pad						
Inlet Protection						
Street Sweeping						

Required Compliance Action:





**CITY OF GOLDEN**  
**Stormwater Quality Construction Site Program**  
**Inspections, Compliance and Enforcement**

1445 TENTH STREET  
GOLDEN, CO 80401  
303-384-8188  
(FAX) 303-384-8161  
Rev Sept 2007

### **Inspections**

It is required that the construction site operator perform routine inspections to effectively address maintenance and repair of BMPs. It is encouraged that the construction site operator participate in inspections with the City to enable effective communication and quick response to any stormwater quality control deficiencies.

### **Compliance**

Maintenance, repair or installation of BMPs that is noted during the inspection is required to be completed as soon as possible – typically within 24 to 48 hours.

The following outlines typical non-compliance issues and possible enforcement actions. For more detailed information, please refer to [Municipal Code chapter 13.30](#).

### **Non-Compliance Issues**

- Failure to obtain a City of Golden Stormwater Quality Permit
- Failure to obtain a State Stormwater Construction Permit if the project is greater than 5 acres
- Failure to abide by the conditions of the Stormwater Quality Permit and/or Stormwater Construction Permit
- Failure to properly install, maintain, replace and/or remove BMPs within seven days of such items being noted during an inspection.
- Failure to implement the Stormwater Quality Management Plan
- Failure to modify the Stormwater Quality Management Plan to reflect field changes
- Direct discharge of pollutant(s) to the storm sewer system

### **Enforcement Actions**

If site conditions are found to be unacceptable during an inspection, the following actions may be taken:

- Verbal warning
- Written Compliance Order
- Revocation of permits
- Denial of further review or future inspections and/or permits
- Stop Work Order
- Hiring a private contractor and/or city crew to perform work – cost of work will be deducted from the Performance Security collected at permit issuance

**Priority Violations:** may result in an immediate issuance of a Stop Work Order. Priority Violations may include: work without a permit; working beyond limits of permitted area; discharge of contaminated water into storm sewer system; washing a roadway; washing concrete trucks in unapproved locations; failure to correct routine violations.

**Routine Violations:** may result in a written notice detailing non-compliant items and a compliance date provided to the permittee. Failure to meet the compliance deadline may result in revocation of permits, denial of further review or future inspections and/or permits, Stop Work Order, or hiring a private contractor and/or city crew to perform the work. Routine Violations include: failure to abide by the conditions of the Stormwater Quality Permit, and failure to properly install, maintain, replace and/or remove BMPs .



# CITY OF GOLDEN

## Stormwater Infrastructure Information

1300 CATAMOUNT DR.  
GOLDEN, CO 80401  
DAVE ACKLEY  
STORMWATER SUPERVISOR  
303-384-8165  
(FAX) 303-384-8137

### Property Location

Address/Location:

Legal Description of Property:

**Custodian**       City of Golden       Private or non-City

### Contact Information

#### Owner

Name:

Contact Person:

Address:

Phone:

Fax:

Mobile:

Email:

### Maintenance Responsibility for non-City Right-of-Ways

Property Owner (HOA)    Jefferson County    CDOT    City of Golden    Other \_\_\_\_\_

### Installed By

Name:

Contact Person:

Address:

Phone:

Fax:

Installed Date:

Email:

### Maintenance Contact

Name:

Contact Person:

Address:

Phone:

Fax:

Mobile:

Email:

### Detention Pond Information   N/A

10 year release rate and volume:

100 year release rate and volume:

Pond area:

Type of Pond:  Wetland    Dry Detention    Permanent Storage    Other \_\_\_\_\_

Material:  Native Grass    Sod    Other \_\_\_\_\_

- Provide a set of storm system plans for Stormwater Supervisor
- Provide a copy of the drainage easements or plat which shows legal access