



Stormwater Quality Permit Fact Sheet

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” is a contiguous area where multiple separate and distinct construction activities may be taking place at different times, on different schedules, but remain related by a common contract or plan. Contiguous means construction activities located in close proximity to each other (within $1/4$ mile).

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 (CDPHE-WQCD). 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-WQCD at <https://www.colorado.gov/pacific/cdphe/wq-construction-permits> or 303-692-3517 for more information.

What is Required 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.
- 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

PUBLIC WORKS DEPARTMENT
ENVIRONMENTAL SERVICES DIVISION

1445 10TH ST. GOLDEN, CO 80401
TEL: 303-384-8151
TEL: 303-384-8188
WWW.CITYOFGOLDEN.NET

Stormwater Quality Permit

Fee Schedule

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

PUBLIC WORKS DEPARTMENT
ENVIRONMENTAL SERVICES DIVISION

1445 10TH ST. GOLDEN, CO 80401
TEL: 303-384-8151
TEL: 303-384-8188
WWW.CITYOFGOLDEN.NET

Stormwater Quality Permit Application

A Permit is required for all land disturbances equal to or greater than ½ 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:

Owner

Name:

Contact Person:

Street Address:

City, State, Zip:

Email:

Phone:

Mobile:

Contractor

Name:

Contact Person:

Street Address:

City, State, Zip:

Email:

Phone:

Mobile:

Other

Name:

Contact Person:

Street Address:

City, State, Zip:

Email:

Phone:

Mobile:

Designate a permittee from the above list:

The Permittee must be an individual person who will be the responsible party for the project

Project Information

Project Size including all off-site staging/storage areas (acres):

Brief Description of Project:

Project Schedule

Expected work start date:

Expected work completion date:

Performance Security

Stormwater Quality Control Measures: (must include stabilization for entire disturbed area)

Item description	Quantity	Unit	\$/Unit	Total
Total Performance Security \$				

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.

FOR OFFICE USE

Application received:

Stormwater Quality Management Plan received:

Total Performance Security collected: \$

Payer:

Date paid:

Method of Payment:



Stormwater Management Plan Fact Sheet

GENERAL REQUIREMENTS

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 control measures (also referred to as Best Management Practices or BMPs) that will be implemented to control pollutants in stormwater discharges during construction. The SWMP shall be prepared in accordance with good engineering, hydrologic and pollution control practices. The SWMP does not need to be prepared by a registered engineer. Consult the City of Golden Stormwater Standards Manual for approved practices and details. The Manual can be found at <https://www.cityofgolden.net/government/departments-divisions/water/stormwater/>.

The SWMP submittal is comprised of the information outlined below and is reviewed for completeness. The submittal includes plans, standard details and specifications, as well as a narrative description of the construction activity, pollutant sources and control measures.

STORMWATER MANAGEMENT PLAN CONTENTS

Each item below must be addressed in the SWMP, or referenced in the SWMP if another plan or document containing the information will be used.

PROJECT:

--

1. DESIGNATE AN AUTHORIZED AGENT

Include the name and title of individual(s) with knowledge of the principles and practices of erosion and sediment control and pollution prevention. The Authorized Agent(s) must perform site inspections and therefore, possess skills to assess conditions that could impact stormwater quality and the effectiveness of stormwater controls used to comply with the permit.

<i>completed</i>	
✓ or n/a	
Preparer	COG

2. SITE DESCRIPTION

Include a narrative with the following information, at a minimum:

		Preparer	COG
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 or soil erosion potential.		
e.	A description of the existing vegetation, including percent coverage and the method for determining the percentage.		
f.	A description of any non-stormwater discharges such as uncontaminated springs and landscape irrigation or those discharged in accordance with CDPHE Water Quality Control Division Low Risk Discharge Guidance. Construction dewatering cannot be discharged to surface waters or to the storm sewer system without separate CDPS permit coverage.		
g.	The name of the receiving water(s) or if the discharge is to a municipal separate storm sewer, the location of the storm sewer discharge, and the ultimate receiving water(s).		

h.	A list of potential pollution sources. At a minimum, each of the following sources must be evaluated and included in the SWMP if determined to be a potential pollution source:		
	i. Disturbed and stockpiled soil, including dust and contaminated soil;		
	ii. Vehicle tracking;		
	iii. Materials handling and material storage, including loading and unloading;		
	iv. Equipment maintenance and fueling;		
	v. Waste management including portable toilets, trash, sawcut waste, concrete washout and masonry mixing stations;		
	vi. Asphalt or concrete batch plants.		
i.	Include a spill prevention and response plan.		

3. SITE MAP

Include a plan sheet(s) with the following information, at a minimum:

		Preparer	COG
a.	Construction site boundaries indicating grading, cut, fill and stockpile locations.		
b.	Arrows depicting stormwater flow directions.		
c.	Locations of springs, streams, wetlands and State Waters.		
d.	Stream crossings.		
e.	Areas within 50' of a receiving water where pre-existing vegetation will be preserved. If determined infeasible, provide a statement.		
f.	The Plan must indicate locations of control measures that will be used. The plan should clearly describe the implementation of control measures relevant to each phase of site development:		
	i. Before clearing and grading begins;		
	ii. During all phases of construction (temporary construction and waste control BMPs);		
	iii. Post-construction/final stabilization (permanent BMPs).		
g.	Identify staging areas, materials handling and material storage control measures (site management and waste control BMPs).		
h.	Approved details must be included for each BMP indicated.		

4. INSPECTION PROCEDURES

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

		Preparer	COG
a.	Begin inspections within 7 days of commencement of site work.		
b.	Inspections must be performed by the designated Authorized Agent(s).		
c.	Perform inspections throughout construction in accordance with one of the following schedules: <ul style="list-style-type: none"> i. every 14 days, and within 24 hours of a storm event that causes erosion <ul style="list-style-type: none"> a. a post-event inspection can fulfill a 14 day inspection; b. a post-event inspection can be performed within 72 hours of a storm event if there is no site activity during the 72 hours; ii. every 7 days. 		
d.	Perform inspections once every 30 days at sites where construction is complete, but final stabilization is pending.		
e.	During each inspection, observe disturbed areas, the site perimeter, material storage areas, and BMPs.		

5. MAINTENANCE PROCEDURES

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

		Preparer	COG
a.	Perform maintenance and repairs immediately on items or areas identified in the inspection report. Most repairs should be completed within 24 to 48 hours. Until the items are completed, the site is in non-compliance.		
b.	Perform maintenance as indicated in the City of Golden Stormwater Standards Manual, per manufacturer's specifications, or other sources determined to be acceptable.		

6. RECORDKEEPING REQUIREMENTS

The plan must include the following recordkeeping procedures. The following are required minimum procedures:

SWMP		Preparer	COG
a.	Retain a copy of the SWMP onsite when construction activities are occurring unless another location is specified.		
b.	The SWMP must be made available to EPA, State and local inspectors for review.		
c.	Throughout construction, the SWMP must be regularly updated and reflect site conditions at all times.		
d.	Possible updates may include modifying, replacing, or adding BMPs and identifying additional potential sources of pollution.		
e.	Hand-written notations, including the date, description and location of the change, are adequate for most plan updates.		
f.	When deviations from the specific requirements listed below occur, the Permittee must take all necessary steps to prevent the discharge of pollutants and document the following information: <ul style="list-style-type: none"> i. When it is infeasible to immediately take corrective actions to install or replace a control measure: <ul style="list-style-type: none"> a. why the installation or repair of a deficient BMP cannot begin immediately; b. provide a schedule for the installation or repair of the deficient BMP to restore function as soon as possible. ii. When it is infeasible to install temporary stabilization BMPs within 14 days: <ul style="list-style-type: none"> a. the constraints necessitating an alternative schedule; b. the alternate stabilization schedule; and c. all locations to which the alternative schedule is applicable. 		
g.	Changes involving design, site hydrology, project scope or additional disturbed area must be submitted for review prior to making such changes		
Inspection Reports		Preparer	COG
h.	Complete an inspection report for each inspection performed.		
i.	Keep inspection reports, maintenance records, spill response, etc. on-site as part of the SWMP.		
j.	Use of the city's inspection form (March 2019) is not required, however, the report must include all information on the city's form.		
k.	The designated Authorized Agent(s) is required to sign all inspection reports with the following statement: <i>"I verify that, to the best of my knowledge and belief, all corrective action and maintenance items identified during the inspection are complete, and the site is currently in compliance with the permit."</i>		

* Retain copies of all documentation for at least three years from the date the permit is terminated.



Stormwater Inspection Report

Project and Inspection Information					
Project:			Inspector Name/Title:		
Date:	Time:	Weather: Sun Wind Rain Snow Temp:			
Construction phase/activities:		Grading	Utilities	Structural	Paving Landscaping
Routine Inspection			Post-event Inspection		Revegetation Inspection
<input type="checkbox"/> routine 14 day + post-event <input type="checkbox"/> routine 7 day			<input type="checkbox"/> 24 hour <input type="checkbox"/> 72 hour		<input type="checkbox"/> 30 day
Storm event date/time:					
New Pollutant Sources/ Discharge Points					
Site Assessment			If yes, note location and corrective action; update map		
Increase in disturbed area? Y / N			If yes, estimated increase:		
New pollutant sources? Y / N					
Area requiring stabilization(inactive > 14 days)? Y/N					
Discharge beyond site boundary? Y / N					
Discharge to storm sewer or State Waters? Y / N					

Control Measure Assessment						
<i>Routine: A control measure requiring expected maintenance in accordance with COGSSM or approved standard detail</i>						
<i>Inadequate: A control measure that is not constructed in accordance with COGSSM or approved standard detail</i>						
<i>Failure to Implement: A Control Measure is not constructed; A pollutant source is not controlled</i>						
Erosion control/stabilization			Corrective Action required note location			Correction log
CM	Control Measure	Good Condition	Routine Maintenance	Inadequate	Failure to Implement	Date completed
PS	Permanent seed					
TS	Temporary seed					
MU	Mulch					
SB	Soil Binder/Tackifier					
RECP (ECB)	Rolled Erosion Control Product (Erosion Blanket)					
TSD	Temporary Slope Drain					
TOP	Temporary Outlet Protection					
RCS	Rough Cut Street Control					
ED/DS	Earth Dike/Drainage Swale					
SR	Surface Roughening					
CD	Check Dam					
DC	Dust Control					
Permanent Water Quality Measures			Corrective Action required note location			Correction log
Control Measure	Good Condition	Routine Maintenance	Inadequate	Failure to Implement	Date completed	
Extended Detention Basin						
Bioretention						
Sand Filter						

