



## WESTMINSTER

### STORMWATER MANAGEMENT PLAN (SWMP) REVIEW CHECKLIST

PROJECT INFORMATION			
1. Project Name	2. Land Disturbance Permit #:		
3. Location/Address:	4. Applicant Name		
5. Submittal Date:	(1)	(2)	(3)
6. a.Total Lot Size or Project Size (Acres): _____		b.Total Disturbed Area (Acres): _____	
7. Submitted by: Firm: _____ Contact: _____ Phone: _____			
8. SWMP Admin _____			
SUBMITTAL REQUIREMENTS			

#### **1. General Information and SWMP Site Description**

ITEM	Permittee to complete: Included (I), not included (NI) or not applicable (N/A)	MS4 Reviewer to complete: (I, NI, or N/A)
a. Documentation of an application for a State CDPS construction stormwater general permit. <b>(For sites over one acre or common plan of development)</b>		
b. A description of the nature and type of construction activity (e.g., low density residential, shopping mall, highway, etc.).		
c. A description of phasing of construction activities to minimize the amount of land disturbance at one time, including a schedule which includes the sequence of construction (i.e., grubbing, excavating, grading, utilities and infrastructure installation) and the stormwater management practices or facilities to be employed during each operation of the sequence. Include an estimate of the anticipated start date and final stabilization date if known..		

<b>d.</b> A description of the total area of the site and the area that is expected to be disturbed (grubbing, clearing, excavating, filling, or grading including off-site borrow areas).		
<b>e.</b> Existing data describing the soil types on the site and/or the potential for soil erosion.		
<b>f.</b> A description of existing vegetation at the site and an estimate of the percent vegetative ground cover.		
<b>g.</b> A description and locations for any anticipated allowable non-stormwater discharges (See Section 3 too).		
<b>h.</b> The name of the receiving water(s) and size, type and location of any outfall(s). If discharge is to a municipal separate storm sewer system, the name of the system, location of the storm sewer discharge and any subsequent and ultimate receiving waters		

**City Reviewer Comments:** \_\_\_\_\_

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**2. SWMP Site Map Requirements**

<b>ITEM</b>	<b>Permittee to complete:</b> Included (I), not included (NI) or not applicable (N/A)	<b>MS4 Reviewer to complete:</b> (I, NI, or N/A)
<b>a.</b> Construction site boundaries, including associated offsite borrow or spoil areas that are not addressed by a separate SWMP.		
<b>b.</b> All areas of ground surface disturbance on the site.		
<b>c.</b> Areas of cut and fill.		
<b>d.</b> The location of areas designated for the storage or disposal of building materials, equipment, solid, sanitary, and toxic wastes (including dumpster areas), compounds such as fertilizers, lime, asphalt, or concrete and vehicle fueling. <i>These areas must be located away from watercourses, drainage ditches, field drains, or other storm water drainage areas to the extent feasible.</i>		
<b>e.</b> Locations of dedicated asphalt or concrete batch plants.		
<b>f.</b> The location of structural controls, such as perimeter controls, sediment basins and vehicles tracking controls.		
<b>i.</b> The location of non-structural BMPs, such as protection of existing vegetation, areas to be seeded after construction, and temporary stabilization areas.		
<b>k.</b> Surface water locations including springs, wetlands, streams, lakes and other surface waters.		

**City Reviewer Comments:** \_\_\_\_\_

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### 3. SWMP Construction Stormwater Management Controls for Potential Pollutant Sources

ITEM	Permittee to complete: Included (I), not included (NI) or not applicable (N/A)	MS4 Reviewer to complete: (I, NI, or N/A)
A description of all potential pollution sources, including surface disturbing activities, vehicle fueling areas, fertilizer or chemical storage, concrete truck washouts, etc. (See below for minimal pollutants that must be evaluated:		
a. All disturbed and stored soils		
b. Vehicle tracking of sediments		
c. Management of contaminated soils		
d. Loading and unloading operations		
e. Outdoor storage activities (building materials, fertilizers, chemicals, etc.)		
f. Vehicle and equipment maintenance and fueling		
g. Significant dust or particulate generating processes		
h. Routine maintenance activities involving fertilizers, pesticides, detergents, fuels, solvents, oils, etc.		
i. On-site waste management practices (waste piles, liquid wastes, dumpsters, etc.)		
j. Concrete truck/equipment washing, including the concrete truck chute and associated fixtures and equipment.		
k. Dedicated asphalt and concrete batch plants		
l. Non-industrial waste sources that may be significant such as worker trash and portable toilets		
m. Bulk Storage areas (e.g., fuel tanks, chemical storage over 55-gallon capacity)		
n. Non-stormwater Discharges (uncontaminated springs, concrete washout with appropriate controls, dewatering that qualifies under CDPHE low-risk guidance policy)		
o. Other areas or procedures where potential spills can occur		
p. Materials and handling and spill prevention: Does the SWMP clearly describe and locate all practices implemented at the site to minimize impacts from procedures or significant materials that could contribute pollutants to runoff?		
q. Waste Management and Disposal, including concrete washout: Does the SWMP clearly describe and locate the practices implemented at the site to control stormwater pollutant from all construction site wastes (liquid and solid) including concrete washout activities?		
r. Groundwater and Stormwater Dewatering: Does the SWMP clearly describe and locate the practices implemented at the site to control stormwater pollution from the dewatering of uncontaminated groundwater or stormwater from excavations,		

wells, etc? (Note a separate permit is required for all discharges that do not infiltrate on site)		
s. A description and location of all structural erosion and sediment control practices that will be implemented with the project. All described BMPs should be indicated on the SWMP Site Plans. Description must include specifications for the installation, implementation, and maintenance of the BMP (BMP Details)		
t. A description and location of the non-structural erosion and sediment control practice. Description should include the interim and permanent stabilization practices and site-specific scheduling for implementation.		

City Reviewer Comments: \_\_\_\_\_

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**4. INSPECTION AND MAINTENANCE**

ITEM	Permittee to complete: Included (I), not included (NI) or not applicable (N/A)	MS4 Reviewer to complete: (I, NI, or N/A)
a. A description of inspection frequency and maintenance practices.		

City Reviewer Comments: \_\_\_\_\_

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**5. Post-Construction Stormwater Management**

The SWMP must include the following information on post-construction stabilization and long-term stormwater management:

ITEM	Permittee to complete: Included (I), not included (NI) or not applicable (N/A)	MS4 Reviewer to complete: (I, NI, or N/A)
a. A description of the practices that will be used to achieve final stabilization of all disturbed areas at the site, including, but not limited to: <ul style="list-style-type: none"> <li>• Seed mix selection and methods of seed application</li> <li>• Soil preparation and amendments</li> </ul>		

<ul style="list-style-type: none"> <li>• Straw, hydromulch, rolled erosion control products</li> <li>• Non-erosive surfaces (such as asphalt, concrete, rip rap, gravel, etc.)</li> <li>• Landscape plan</li> </ul> <p><i>Sediment that collects within the site's drainage system and permanent water quality or quantity controls is considered unstabilized soil, and must be removed prior to the site being considered finally stabilized.</i></p>		
<p><b>b.</b> A description of structural post-construction or permanent best management practices (BMPs) to manage stormwater runoff once construction activities have been completed.  <i>The BMPs must meet design requirements of the City.</i></p>		

**City Reviewer Comments:** \_\_\_\_\_  
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**Additional City Reviewer Comments:** \_\_\_\_\_  
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**Does the SWMP meet the City's requirements?**

**SWMP initial review on:**

**See eTrakit for re-submittals from permittees**

**Date of final acceptance SWMP:**

**Reviewer's Name:**

**Reviewer's Signature:**