



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)	(4)
6. a. Total Lot Size or Project Size (Acres): _____		b. Total Disturbed Area (Acres): _____		
7. Submitted by: Firm: _____ Contact: _____ Phone: _____				
8. Qualified Stormwater Manager: _____				
SUBMITTAL REQUIREMENTS				

1. General Information and SWMP Site Description

ITEM	Permittee to Complete Meets Requirement (Y, N, or NA)	MS4 Reviewer to Complete Meets Requirement (Y, N, or NA)
a. Documentation of an application for a State CDPS construction stormwater general permit. (For sites over one acre or common plan of development)		
b. A description of the nature and type of construction activity (e.g., low density residential, shopping mall, highway, etc.).		
c. The proposed schedule and sequence for major construction activities and the planned implementation of control measures for each phase. (e.g., clearing, grading, utilities, vertical, etc.)		

ITEM	Permittee to complete Meets Requirement (Y, N, or NA)	MS4 Reviewer to complete Meets Requirement (Y, N, or NA)
d. 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). <i>CDPS requires construction limits and disturbance acreages be provided. If these are the same indicate as such.</i>		
e. Existing data describing the soil types on the site and/or the potential for soil erosion.		
f. A description of existing vegetation at the site, an estimate of the percent vegetative ground cover, and the method for determining the percentage.		
g. A description and location of any allowable non-stormwater discharges at the site, including those being discharged under CDPS low risk discharge guidance policy (See Section 3).		
h. 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		
i. A description of all stream crossings located within the construction site boundary.		
j. Identify the Qualified Stormwater Manager – An individual knowledgeable in the principles and practices of erosion and sediment control and pollution prevention, and with the skills to assess conditions at construction sites that could impact stormwater quality and to assess the effectiveness of stormwater controls implemented to meet the requirements of this permit.		

City Reviewer Comments: _____

2. SWMP Site Map Requirements

ITEM	Permittee to complete Meets Requirement (Y, N, or NA)	MS4 Reviewer to complete Meets Requirement (Y, N, or NA)
a. Construction site boundaries, including associated offsite borrow or spoil areas that are not addressed by a separate SWMP.		
b. All areas of ground surface disturbance on the site including areas of cut and fill. <i>CDPS requires construction and disturbance limits be illustrated on the site maps. If they are the same indicate as such on the maps.</i>		
c. Flow arrows that depict stormwater flow directions on-site and runoff direction.		
d. Areas used for storage of soil		

e. 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>		
f. Locations of dedicated asphalt or concrete batch plants, and masonry mixing stations.		
g. The location of structural controls, such as perimeter controls, sediment basins and vehicles tracking controls.		
h. The location of all non-structural control measures, such as protection of existing vegetation, areas to be seeded after construction, and temporary stabilization areas.		
i. Locations of springs, streams, wetlands and other state waters, including areas that require pre-existing vegetation be maintained within 50 feet of a receiving water, where determined feasible in accordance with the CDPS.		

City Reviewer Comments: _____

3. SWMP Construction Stormwater Management Controls for Potential Pollutant Sources

ITEM	Permittee to complete Meets Requirement (Y, N, or NA)	MS4 Reviewer to complete Meets Requirement (Y, N, or NA)
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 (e.g., saw cutting material, including dust)		
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. <i>Note there must be adequate buffering capacity for excavated washouts.</i>		
k. Dedicated asphalt or concrete batch plants, and masonry mixing stations.		
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 control measures should be indicated on the SWMP Site Plans. Description must include specifications for the installation, implementation, and maintenance of the control measure (CM 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: _____

4. Effluent Limitations

ITEM	Permittee to complete Meets Requirement (Y, N, or NA)	MS4 Reviewer to complete Meets Requirement (Y, N, or NA)
A description of effluent limitations (not already covered in other sections of this checklist).		
a. Based on the SWMP narrative and maps, does all runoff from disturbed areas and soil storage areas for which permanent or temporary stabilization has not been implemented appear to flow to at least one control measures to minimize sediment?		
b. If there is a sediment basin or other impoundment, does the outlet draw water from the top?		
c. Soil compaction must be minimized for areas where final stabilization will be achieved through vegetative cover or an infiltration control, is this described in the SWMP?		
d. Topsoil must be preserved for areas that will utilize vegetative cover for final stabilization unless infeasible. Is this addressed in the SWMP?		
e. Disturbances must be minimized, especially on steep slopes. Is this stated in the SWMP?		
f. Temporary stabilization must be implemented for earth disturbing activities on any portion of the site where ground disturbing construction activity has permanently ceased, or temporarily ceased for more than 14 calendar days. Is this addressed in the SWMP or an alternative schedule given?		

5. CONSTRUCTION INSPECTION AND MAINTENANCE

ITEM	Permittee to complete Meets Requirement (Y, N, or NA)	MS4 Reviewer to complete Meets Requirement (Y, N, or NA)
<p>a. A description of construction inspection frequency and maintenance <i>Note: The City of Westminster requires a blank inspection form, anticipated to be used to record required inspections, be supplied with the SWMP submittal.</i></p>		

City Reviewer Comments: _____

6. Post-Construction Stormwater Management

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

ITEM	Permittee to complete Meets Requirement (Y, N, or NA)	MS4 Reviewer to complete Meets Requirement (Y, N, or NA)
<p>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:</p> <ul style="list-style-type: none"> • Seed mix selection and methods of seed application; • Soil preparation and amendments; • Soil stabilization methods (Straw, hydromulch, rolled erosion control products); • Non-erosive surfaces (such as asphalt, concrete, rip rap, gravel, etc.); • Landscaping plan or other stabilization practices as applicable. <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. A description of structural post-construction or permanent control measures to manage stormwater runoff once construction activities have been completed.</p> <p><i>The control measures must meet design requirements of the City.</i></p>		

City Reviewer Comments: _____

Additional City Reviewer Comments: _____

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 (to be signed when accepted):

Note: The City of Westminster has reviewed the Construction Stormwater Management Plan (SWMP) as part of the above referenced Land Disturbance submittal. The SWMP was reviewed for local-level purposes, including conformance with the City of Westminster Engineering Code of Standards and Specifications pertaining to erosion and sediment control. Importantly, the SWMP was not reviewed for conformance with the Colorado Discharge Permit System (CDPS) general permit for *Stormwater Discharges Associated with Construction Activities* (state stormwater discharge permit); therefore, The City's review does not ensure compliance with the state stormwater discharge permit or the required SWMP contents. Additional control measures may be requested in the field if the reviewed control measures are not adequate for field conditions.