

Guidance for the Development of a Stormwater Management Plan (SWMP) in the City of Pueblo

Stormwater Management Plan (SWMP) Requirements

Each construction site with an area of disturbance of 1 acre or more and/or which is part of a common plan of development that disturbs 1 acre or more requires the development of a SWMP in accordance with good engineering, hydrologic, and pollution control practices and must be submitted to the Stormwater Utility Division prior to beginning construction activities. The Stormwater Department will evaluate whether the SWMP meets the requirements of the City's MS4 permit and the City's DCM. Once the submitted SWMP is approved by the Stormwater Utility, it becomes an enforceable part of the Construction Permit. The SWMP must be implemented as written and updated during the project, from commencement of construction activity until final stabilization is complete.

Construction sites greater than 1,000 square feet and less than 1 acre are required to submit an **Erosion and Sediment Control Plan (ESCP)**.

Construction sites 1 acre or more, or less than 1 acre and part of a larger common plan of development greater than 1 acre, are required to submit a **Stormwater Management Plan** to the City and obtain a Construction Stormwater Discharge Permit from CDPHE.

A copy of the SWMP must be kept onsite, either physically or electronically, when construction activities are occurring at the site unless the permittee specifies another location and obtains prior approval from the City.

SWMP Narrative Content and Site Map(s)

A complete description of SWMP requirements may be accessed on the CDPHE website. It is the responsibility of the applicant to ensure the content of the submitted SWMP meets current requirements of the State's Stormwater Construction Permit. The SWMP, at a minimum, must include the elements listed below (note: refer to the CDPHE website for the most current permit requirements):

1. **Qualified Stormwater Manager:** The SWMP must list individual(s) by title and name who are designated as the site's qualified stormwater manager(s) responsible for implementing the SWMP in its entirety. This role may be filled by more than one individual.
2. **Spill Prevention and Response Plan:** The SWMP must have a spill prevention and response plan. The plan may incorporate by reference any part of a Spill Prevention Control and Countermeasure (SPCC) plan under Section 311 of the Clean Water Act or a Spill Prevention Plan required by a separate CDPS permit. The relevant sections of any referenced plans must be included as part of the SWMP.

3. **Materials Handling:** The SWMP must describe and locate all SCMs implemented on the site to minimize impacts from handling significant materials that could contribute pollutants to runoff. These handling procedures can include SCMs for pollutants and activities such as exposed storage of building materials, paints and solvents, landscape materials, fertilizers or chemicals, sanitary waste material, trash, and equipment maintenance or fueling procedures.
4. **Potential Sources of Pollution:** The SWMP must list all potential sources of pollution that may reasonably be expected to affect the quality of stormwater discharges associated with construction activity from the site. This must include, but is not limited to, the following pollutant sources:
 - a. Disturbed and stored soils.
 - b. Vehicle tracking of sediments.
 - c. Management of contaminated soils.
 - d. Loading and unloading operations.
 - e. Outdoor storage activities (erodible building materials, fertilizers, chemicals, etc.).
 - f. Bulk storage of materials.
 - g. Vehicle and equipment maintenance and fueling.
 - h. Significant dust or particulate generating processes (e.g., saw cutting material, including dust).
 - i. Routine maintenance activities involving fertilizers, pesticides, herbicides, detergents, fuels, solvents, oils, etc.
 - j. On-site waste management practices (waste piles, liquid wastes, dumpsters).
 - k. Concrete truck/equipment washing, including washing of the concrete truck chute and associated fixtures and equipment.
 - l. Dedicated asphalt, concrete batch plants, and masonry mixing stations.
 - m. Non-industrial waste sources such as worker trash and portable toilets.
 - n. Other areas or operations where spills can occur.
 - o. Other non-stormwater discharges including construction dewatering discharges not covered under the CDPS General Permit for Construction Dewatering Discharges and wash water that may contribute pollutants to the MS4.

5. **Implementation of SCMs:** The SWMP must include design specifications that contain information on the implementation of SCMs in accordance with good engineering, hydrologic and pollution control practices. This information may include applicable drawings, dimensions, installation information, materials, implementation processes, SCM-specific inspection expectations, and maintenance requirements. A narrative description of non-structural SCMs must also be included in the SWMP.

The SWMP must include a documented use agreement between the permittee and the owner or operator of any SCMs located outside of the permitted area that are utilized by the permittee's construction site for compliance with this permit but not under the direct control of the permittee. The permittee is responsible for ensuring that all control measures located outside of their permitted area that are being utilized by the permittee's construction site are properly maintained and in compliance with all terms and conditions of the permit. The SWMP must include all information required for and relevant to any SCMs located outside the permitted area, including location, installation specifications, design specifications, and maintenance requirements.

6. **Site Description:** The SWMP must include a site description which includes, at a minimum, the following:
 - a. Nature of the construction activity at the site.
 - b. Proposed schedule for the sequence for major construction activities and the planned implementation of control measures for each phase (e.g., clearing, grading, utilities, vertical, etc.).
 - c. Estimates of the total acreage of the site, and the acreage expected to be disturbed by clearing, excavation, grading, or any other construction activities.
 - d. Summary of any existing data used in the development of the construction site plans or SWMP that describe the soil or existing potential for soil erosion.
 - e. Description of the percent of existing vegetative ground cover relative to the entire site and the method for determining the percentage.
 - f. Description of any allowable non-stormwater discharges at the site, including those being discharged under CDPHE's low risk discharge guidance policy.
 - g. Description of areas receiving discharge from the site. Including a description of the immediate source receiving the discharge. If the stormwater discharge is to an MS4, the name of the entity owning that system, the location of the storm sewer discharge, and the ultimate receiving water(s).
 - h. Description of all stream crossings located within the construction site boundary.

7. **Erosion and Sediment Control Drawings (for SWMP):** The City requires that the SWMP include one or more site maps (erosion and sediment control drawings) at one of the following scales: 1" = 20', 1" = 30', 1" = 40', or 1" = 50'. The scale selected must be suitable for practical use and readability. The site map(s) must include the following elements:
- a. Title block, including name and address of proposed project, submittal date, title of drawing, and sheet number.
 - b. Existing and proposed right-of-way and easements.
 - c. Drawing information, including north arrow indicator, section, township, range, drawing scale, and symbol legend.
 - d. Construction site boundaries – all areas outside of the limits of construction must be lightly shaded to clearly show area not to be disturbed.
 - e. Flow arrows that depict stormwater flow directions onsite and runoff direction.
 - f. Existing and proposed topography, including cross-sections showing both existing and proposed grades and clearly marked existing and proposed grading contours (legible with elevations) extending at least 100 feet beyond the project boundaries. Contour intervals of 1 to 2 feet are required for these plans depending on the topographic relief of the site.
 - g. All areas of ground disturbance including areas of borrow and fill and including phased limits of grading and clearing.
 - h. Locations of areas used for storage of soil.
 - i. Locations of all waste accumulation areas, including areas for liquid, concrete, masonry, and asphalt.
 - j. Locations of dedicated asphalt, concrete batch plants and masonry mixing stations, including containment areas for chute washout.
 - k. Locations of fuel, lubricant, and chemical storage areas and equipment maintenance and fueling locations.
 - l. Locations of sanitary facilities.
 - m. Locations of contaminated areas.
 - n. Locations of construction entrances.
 - o. Locations of and phasing for all structural SCMs.
 - p. Locations of and phasing for all non-structural SCMs.

- q. Locations of springs, streams, wetlands, and other state waters, areas that require pre-existing vegetation be maintained within 50 feet of a receiving water, and other natural features within 100 feet of the site boundary must be shown.
 - r. Locations of all stream crossings located within the construction site boundary.
 - s. Locations where alternative temporary stabilization schedules apply.
 - t. Location of existing and proposed structures on the site, with structures subject to demolition clearly identified.
 - u. Locations of all storm runoff discharge points at site boundaries or internal to site if a drainageway is located onsite.
 - v. Name of receiving water(s): if discharge is to an existing storm sewer system, this should be stated, along with the name of the ultimate receiving water(s).
 - w. All applicable City standard notes.
 - x. Installation details for all proposed construction SCMs.
 - y. Details for all proposed structural permanent stormwater quality control measures.
 - z. Professional engineer's stamp and signature.
8. **Final Stabilization and Long-term Stormwater Management:** The SWMP must describe the practices used to achieve final stabilization of all disturbed areas at the site and identify permanent stormwater controls (e.g., detention ponds, bioretention) that will be in place after construction operations are completed. Some post-construction water quality structural stormwater control measures, such as extended detention basins, may be used temporarily as construction SCMs when site conditions allow. A description of the procedures to be employed to convert an active construction SCM to a permanent water quality feature may also be required to ensure final design standards are met without any reduction in capacity or function resulting from the use of the SCM during construction. Infiltration-based post-construction control measures such as bioretention facilities are not suitable for use during the construction phase.
9. **Inspection Reports:** After construction begins, the onsite copy of the SWMP must include documented inspections. See Section 15.5.3 of the *Construction Site Stormwater Management and Erosion Control* chapter of the DCM.
10. **Permittee Certification:** Each SWMP will include a signed certification by each co-permittee as follows:

"I am duly authorized to submit, on my own behalf as (insert name of co-permittee applicant) or as a duly authorized representative of (insert name of co-permittee applicant), this Stormwater Management Plan. I understand that erosion control, sediment control and water quality enhancing measures beyond those described herein may be required in accordance with a finally approved Stormwater Management Plan for the Project named above as described herein. Further, I understand that, once approved by the City of Pueblo's issuance of the requested Permit, my obligations to implement the approved Plan must continue until such time as the Plan is properly completed, modified or terminated."

Supporting Technical Information and Documents

When applicable to the project, copies of additional plans and/or technical materials must be available for review upon request by the City and may include the following:

1. Drainage report
2. Soils/geotechnical studies
3. Environmental audits (for sites under environmental remediation)
4. Copies of applications for related Colorado Discharge Permit System (CDPS) permits, including:
 - a. Stormwater Discharges Associated with Construction Activity
 - b. Construction Dewatering Discharges
 - c. Remediation Activities Discharging to Surface Water or Groundwater
5. Air Pollution Emission Notification – Fugitive Dust or other Air Pollution Permits
6. Copies of correspondence with other governmental jurisdictions related to:
 - a. Wetlands
 - b. Floodplains
 - c. Waterways
 - d. Discharges to or from other jurisdictions
 - e. Total Maximum Daily Load (TMDL) requirements specified by CDPHE
7. Copies of temporary access agreements with adjacent landowners, including:
 - a. Use of land for material storage or lay down
 - b. Stabilization and restoration of disturbed areas
 - c. Acceptance of flow to or from adjacent sites