

STORMWATER MANAGEMENT PLAN (SWMP)
And
**STORMWATER BEST MANAGEMENT PRACTICES
INSPECTION AND MAINTENANCE PLAN (IM PLAN)**

for:

MEADOWBROOK STORAGE

Lot 45A or Claremont Business,
Park Filing 2
El Paso County, Colorado Springs, Colorado

Located at:

Woolsey Heights
Colorado Springs, Colorado

Prepared for and Party Responsible for Maintenance and Inspection:

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Dated:

April 24, 2016

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General Location and Description of Stormwater Best Management Practices

A. General Site Description

The project is located on the Southern corner of Meadowbrook Parkway and Woolsey Heights in El Paso County, Colorado. The site itself is undeveloped and surrounded by existing streets and light industrial developments. The proposed development consists of RV and mini storage units with paved driveways.

B. Existing Site Conditions

The site is currently vacant with a relatively new roadway infrastructure and associated utilities with slopes ranging from 0-4% from northeast to southwest. Flows from the site run in a sheet-flow manner and drain to the southwest portion of the site, and then eventually outfalls to an existing storm sewer collection system at the southwest corner of Lot 13 and ultimately discharges to the East Fork Sand Creek.

C. Soils

Soils for this project site are hydraulic soil group (HSC) of type A. The site consists of Blakeland loamy sand soils. A more detailed soils report is available in the drainage letter.

D. Water Quality Facilities

The Site utilizes grass swales and a sand filter basin for providing water quality for the site. All internal storm water runoff will be collected and conveyed to the sand filter basin. The basin will be private and shall be maintained by the property owner. Access shall be granted to El Paso County for maintenance of the private facility. The filter basin is sized based on El Paso County DCM and Urban Drainage criteria. The drainage map is attached which provides for a site plan of the filter basin.

E. General Stormwater Management Description

Roof stormwater runoff is conveyed in inverted crown driveways to one of two discharge points on the west side of site. From these two design points the flow is conveyed to grass swales and then a sand filter. The sand filter will discharge into an existing inlet on the west side of the filter.

F. Stormwater Facilities Site Plan

Inspection or maintenance personnel may utilize the drainage map as attached which provides for a site plan of the filter basin.

G. Timing / Schedule

Construction is expected to commence as soon as the plans are approved on or about June 2017.

Temporary BMP's should be in place June 2017.

Grading is expected to be substantially completed within 60 days or August 2017.

Final Stabilization is expected by August 2017.

Construction is expected to be complete by August 2017.

STORMWATER MANAGEMENT PLAN

A. Floodplain Statement

According to FEMA FIRM map 08041C0752F, effective March 17, 1997, the site lies within Shaded Zone X. Shaded Zone X is identified as areas of 500-year flood; areas of 100-year flood with average depths of less than 1 foot.

B. Receiving water Description

Flows from the site run through an existing storm sewer collection system at the southwest corner of Lot 13 and ultimately discharges to the East Fork Sand Creek.

C. Existing Vegetation Description

Only native grasses grow on the site currently.

D. Description of Potential Pollutants

There are no industrial or chemical uses planned for the site.

The potential pollutants during construction are typical pollutants associated with construction and vehicle operations; fuel and oil. Paints and other construction chemicals will also be used on the site during construction.

There are no known existing sources of natural potential pollution sources.

If a spill occurs, the contractor will collect any contaminated soil and properly remove the contaminated soil from the site per the attached spill plan.

There are no major potential pollutants anticipated to be used on the site.

E. Appropriate controls and Measures

Initially, silt fence will be placed along the western and southern disturbance lines which are the downhill sides of the site. This perimeter silt fence will remain in place during the entire project until such time the site is finally stabilized with building, parking and/or landscaping.

There will be two vehicle tracking devices proposed and will be installed and utilized at the main entry points on Hancock Expressway and S. Union Boulevard.

All the clearing and grubbing of the site will be accomplished at the onset of the project. On-site utility main line installation will be done after the over lot grading is completed.

Storm sewer installation will consist of storm sewer mains, lines and roof drain connections. Inlet protection will be provided at the throat of the inlets once they are completed and will remain in place until the parking lot is paved and the surrounding landscaping has been completed.

Upon completion of the roads and establishment of the landscaping, all temporary BMP's will be removed.

F. Owner Inspection and Maintenance of Construction BMP's

Inspections are performed by the owner or owner's representative. The City shall have the right to enter the construction site at any time to determine if the site is in compliance with the plan.

Self-Inspections

The owner or his representative conducts self-inspections. The purpose of these inspections is to ensure that all BMPs are installed according to approved plans and that the BMPs are being properly maintained. The person performing the inspections must be a registered professional engineer in Colorado, a certified erosion control specialist, or certified in a City-approved inspection training program.

The owner or his representative will record the results of the self-inspections by completing a copy of the City of Colorado Springs Inspection Checklist. Completed Inspection Checklists will be submitted electronically to the assigned City Engineering inspector within 5 business days of the self-inspection. The self-inspections must also be kept on-site.

Items self -inspected

Inspect all items on the Erosion and Stormwater Quality Control Plan and permit. Check that all items are in place, not damaged and functioning as intended. Inspect that sediment is not leaving the site or entering a drainage way. Inspect that vehicles are not tracking sediment onto city streets.

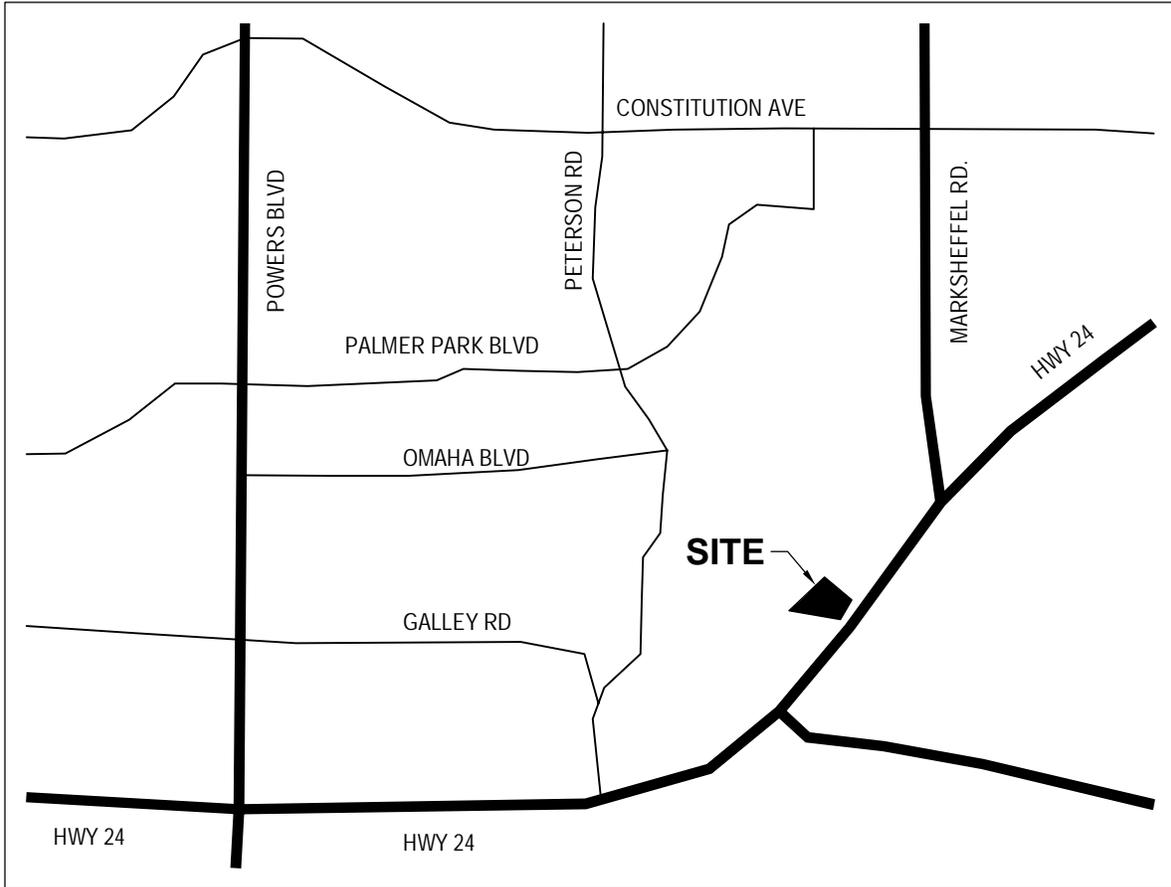
Initial City Inspection

Initial inspections are to confirm that the approved plan is being implemented. The City Engineering Inspector must be contacted by the owner/owner's representative/contractor at least 48 hours prior to scheduling the Initial Inspection. It is expected that at the time of the initial inspection, the first level of BMPs will have been implemented according to those plans and that no land disturbing activity will have occurred prior to the Initial Inspection. Additional City inspections are at the City's discretion.

Appendices

- A. Vicinity Map
- B. Sand Filter Basin Standard Operation Procedures For Inspection And Maintenance
- C. Grading Erosion Stormwater Inspection Checklist
- D. Grading And Erosion Control Plans
- E. Drainage Map
- F. Bmp Details
- G. Spill Cleanup Instructions And Maintenance Program

Appendix A
Vicinity Map



VICINITY MAP
NTS

LOT 45
HAMMERS CONSTRUCTION
751 MEADOWBROOK PARKWAY
COLORADO SPRINGS, CO
FIGURE 1 - VICINITY MAP

Project No:	HCI 1.01
Drawn By:	MBF
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Date:	04/24/17

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Appendix B
Sand Filter Basin Standard Operation Procedures For Inspection
And Maintenance

Appendix B

Standard Operation Procedures
for
Inspection and Maintenance

Sand Filter Basins (SFBs)

May 2008



CITY OF COLORADO SPRINGS

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SFB-1 BACKGROUND

Sand Filter Basins (SFBs) are a common type of stormwater best management practice (BMP) utilized within the Front Range of Colorado. A SFB consists of a sedimentation chamber, a flat surfaced area of sand (sometimes covered with grass or sod), a filtration chamber, and a flat sand filter bed with an underdrain system. A surcharge zone exists within the sedimentation and filtration chambers for temporary storage of the Water Quality Capture Volume (WQCV). During a storm, runoff enters the sedimentation chamber, where the majority of sediments are deposited. The runoff then enters the filtration chamber where it ponds above the sand bed and gradually infiltrates into the underlying sand filter, filling the void spaces of the sand. The underdrain gradually dewateres the sand bed and discharges the runoff to a nearby channel, swale, or storm sewer. SFBs provide for filtering and absorption of pollutants in the stormwater¹. The popularity of SFBs has grown because they allow the WQCV to be provided on a site that has little open area available for stormwater management. However, there are limitations on their use due to potential clogging from large amounts of sediment.

SFB-2 INSPECTING SAND FILTER BASINS (SFBs)

SFB-2.1 Access and Easements

Inspection and maintenance personnel may utilize the figures located in Appendix F containing the locations of the access points and potential maintenance easements of the SFBs within this development.

SFB-2.2 Stormwater Best Management Practice (BMP) Locations

Inspection and maintenance personnel may utilize the figures located in Appendix F containing the locations of the SFBs within this development.

SFB-2.3 Sand Filter Extended Detention Basin (SFB) Features

SFBs have a number of features that are designed to serve a particular function. Many times the proper function of one feature depends on another. It is important for maintenance personnel to understand the function of each of these features to prevent damage to any feature during maintenance operations. Below is a list and description of the most common features within a SFB and the corresponding maintenance inspection items that can be anticipated:

**TABLE SFB-1
Typical Inspection & Maintenance Requirements Matrix**

	Sediment Removal	Mowing Weed control	Trash/Debris Removal	Erosion	Overgrown Vegetation Removal	Removal/Replacement	Structure Repair
Inflow Points/Splitter Box	X		X				X
Sedimentation Chamber	X	X	X	X	X		
Filter Media	X	X	X	X	X	X	
Underdrain System	X					X	
Overflow Outlet Works	X		X				X
Embankment		X	X	X	X		

¹ Design of Stormwater Filtering Systems, Centers for Watershed Protection, December 1996

SFB-2.3.1 Inflow Points/Splitter Box

Inflow points or outfalls into SFBs are the point of stormwater discharge into the facility. An inflow point is commonly a curb cut with a concrete or riprap rundown or a storm sewer pipe outfall with a flared end section.

SFBs are designed to treat only the WQCV. The WQCV is a volume of water that runs off a site during an 80th percentile event. Any amount over the WQCV is allowed to go to the storm sewer system without water quality treatment. The splitter box is generally constructed of reinforced concrete. The splitter box typically has a lower wall that has a height that will trap the required WQCV. Volumes over the WQCV are allowed to spill over the wall and enter a storm sewer system that often conveys the runoff to a regional detention facility. Proper inspection and maintenance of the splitter box is essential in ensuring the long-term operation of the SFB.

An energy dissipater is typically immediately downstream of the splitter box, at the discharge point into the SFB, to protect the sedimentation and filtration chambers from erosion. In some cases, the splitter box outfall can have a toe-wall or cut-off wall immediately below the structure to prevent undercutting of the outfall from erosion.

The typical maintenance activities that are required at inflow points are as follows:

a. Riprap Displaced – Many times, because of the repeated impact/force of water, the riprap can shift and settle. If any portion of the riprap apron appears to have settled, soil is present between the riprap, or the riprap has shifted, maintenance may be required to ensure future erosion is prevented.

b. Sediment Accumulation – Because of the turbulence in the water created by the energy dissipater, sediment often deposits immediately downstream of the inflow point. To prevent a loss in performance of the upstream infrastructure, sediment that accumulates in this area must be removed on a timely basis.

c. Structural Damage – Structural damage can occur at anytime during the life of the facility. Typically for an inflow, the structural damage occurs to the pipe flared end section (concrete or steel). Structural damage can lead to additional operating problems with the facility, including loss of hydraulic performance.

SFB-2.3.2 Sedimentation Chamber

The sedimentation chamber is located adjacent to the splitter box and generally consists of a flat irrigated turf grass area followed by a water trapping device that allows water to be briefly held in the sedimentation chamber before being released into the filtration chamber. This slowing of the runoff allows sediments to be deposited in the sedimentation chamber and not the filtration chamber where they can cause clogging of the filter media.

The typical maintenance activities that are required within the sedimentation chamber are as follows:

a. Mowing/woody growth control/weeds present - Routine mowing of the turf grass within the sediment chamber is necessary to improve the overall appearance and to ensure proper function of the SFB. Turf grass should be mowed to a height of 2 to 4-inches and shall be bagged to prevent potential contamination of the filter media. If undesirable vegetation is not routinely mowed/removed, the growth can cause debris/sediment to accumulate, resulting in blockage of the filter media. Also, shrub,

grass and weed roots can cause damage to the filter media and underdrain system. Routine management is essential to prevent more extensive and costly future maintenance.

SBF-2.3.3 Filter Media

The filter media is the main pollutant removal component of the SFB. The filter media consists of 18-inches of washed sand. The filter media removes pollutants through several different processes, including sedimentation, filtration, infiltration and microbial uptake.

Sedimentation is accomplished by the slow release of stormwater runoff through the filter media. This slow release allows for sediment particles that were not deposited in the sedimentation chamber to be deposited on the top layer of the filter media where they are easily removed through routine maintenance. Other pollutants are also removed through this process because they are attached to sediment.

Filtration is the main pollutant removal mechanism of SFBs. When the stormwater runoff migrates down through the filter media, many of the particulate pollutants are physically strained out as they pass through the filter bed of sand and are trapped on the surface or among the pores of the filter media.

SFBs that are not lined with an impervious liner allow for infiltration into the native soils. This process also allows for additional pollutant removal.

Microbes that naturally occur in the filter media can assist with pollutant removal by breaking down organic pollutants.

The typical maintenance activities that are required within the filter media areas are as follows:

a. Mowing/woody growth control/weeds present - Noxious weeds and other unwanted vegetation must be treated as needed throughout the SFB. This activity can be performed either through mechanical means (mowing/pulling) or with herbicide. Consultation with a local Weed Inspector is highly recommended prior to the use of herbicide. Herbicides should be utilized sparingly and as a last resort. All herbicide applications should be in accordance with the manufacturer's recommendations.

b. Sediment/Pollutant Removal – Although SFBs should not be utilized in areas where large concentrations of sediment and other pollutants will enter the SFB, it is inevitable that some sediment and other pollutants will enter the SFB. Most sediment will be deposited in the sedimentation chamber, however finer suspended particles will migrate to the filter media. These sediments need to be removed to ensure proper infiltration rates of the stormwater runoff.

c. Filter Replacement - The top layers of the filter media are the most susceptible to pollutant loading and therefore may need to be removed and disposed of properly on a semi-regular basis when infiltration rates slow.

d. Infiltration Rate Test - An infiltration test may be necessary to ensure proper functioning of the filter media. The infiltration test can be conducted by filling the sand filter with water to the elevation of the overflow wall in the splitter box. The sand filter needs to drain completely within 40-hours of the filling. If the drain time for the basin is longer than 40-hours, the filter is in need of maintenance.

SFB-2.3.4 Underdrain System

The underdrain system consists of a layer of geotextile fabric, gravel storage area and perforated PVC pipes. The geotextile fabric is utilized to prevent the filter media from entering the underdrain system. The gravel storage area allows for storage of treated stormwater runoff prior to the discharge of the runoff through the perforated PVC pipe.

The typical maintenance activities that are required for the underdrain system are as follows:

With proper maintenance of the filter media and sediment chamber, there should be a minimum amount of maintenance required on the underdrain system. Generally, the only maintenance performed on the underdrain system is jet-vac cleaning.

SFB-2.3.5 Overflow Outlet Works

Some SFBs include an overflow outlet works in place of the splitter box. The overflow outlet works allows runoff amounts that exceed the WQCV to exit the SFB to the detention facility. The outlet works is typically constructed of reinforced concrete into the embankment of the SFB. The concrete structure typically has steel orifice plates anchored/embedded into it to control stormwater release rates. The larger openings (flood control) on the outlet structure typically have trash racks over them to prevent clogging. Proper inspection and maintenance of the outlet works is essential in ensuring the long-term operation of the SFB.

The typical maintenance activities that are required for the overflow outlet works are as follows:

a. Structural Damage - The overflow outlet structure is primarily constructed of concrete, which can crack, spall, and settle. The steel grate on the overflow outlet structure is also susceptible to damage.

b. Mowing/woody growth control/weeds present – The presence of plant material not part of the original landscaping, such as wetland plants or other woody growth, can clog the overflow outlet works during a larger storm event, causing flooding damage to adjacent areas. This plant material may indicate a clogging of the filter media and may require additional investigation.

SFB-2.3.6 Embankments

Some SFBs utilize irrigated turf grass embankments to store the WQCV.

The typical maintenance activities that are required for the embankments areas are as follows:

a. Vegetation Sparse – The embankments are one of the most visible parts of the SFB and, therefore, aesthetics is important. Adequate and properly maintained vegetation can greatly increase the overall appearance of the SFB. Also, vegetation can reduce the potential for erosion and subsequent sediment transport to the filter media, thereby reducing the need for more costly maintenance.

b. Erosion – Inadequate vegetative cover may result in erosion of the embankments. Erosion that occurs on the embankments can cause clogging of the filter media.

c. Trash/Debris – Trash and debris can accumulate in the upper area after large events, or from illegal dumping. Over time, this material can clog the SFB filter media and outlet works.

d. Mowing/woody growth control/weeds present – The presence of plant material not part of the original landscaping, such as wetland plants or other woody growth, can result in difficulty in performing maintenance activities. These trees and shrubs may also damage the underdrain system of the SFB. This plant material may indicate a clogging of the filter media and may require additional investigation.

SFB-2.3.7 Emergency Overflow

An emergency spillway is typical of all SFBs and designed to serve as the overflow in the event the volume of the pond is exceeded. The emergency spillway is typically armored with riprap (or other hard armor), and is sometimes buried with soil or may be a concrete wall or other structure. The emergency spillway is typically a weir (notch) in the basin embankment. Proper function of the emergency spillway is essential to ensure flooding does not affect adjacent properties.

The typical maintenance activities that are required for the emergency overflow areas are as follows:

a. Riprap Displaced – As mentioned before, the emergency spillway is typically armored with riprap to provide erosion protection. Over the life of an SFB, the riprap may shift or become dislodged due to flow.

b. Erosion Present – Although the spillway is typically armored, stormwater flowing through the spillway can cause erosion damage. Erosion must be repaired to ensure the integrity of the basin embankment, and proper function of the spillway.

c. Mowing/weed/woody growth control – Management of woody vegetation is essential in the proper long-term function of the spillway. Larger trees or dense shrubs can capture larger debris entering the SFB and reduce the capacity of the spillway. These trees and shrubs may also damage the underdrain system of the SFB.

d. Obstruction/Debris – The spillway must be cleared of any obstruction (man made or natural) to ensure the proper design capacity.

SFB-2.3.8 Miscellaneous

There are a variety of inspection/maintenance issues that may not be attributed to a single feature within the SFB. This category on the inspection form is for maintenance items that are commonly found in the SFB, but may not be attributed to an individual feature.

a. Access – Access needs to be maintained.

b. Graffiti/Vandalism – Vandals can cause damage to the SFB infrastructure. If criminal mischief is evident, the inspector should forward this information to the local emergency agency.

c. Public Hazards – Public hazards include items such as vertical drops of greater than 4-feet, containers of unknown/suspicious substances, and exposed metal/jagged concrete on structures. **If any hazard is found within the facility**

area that poses an immediate threat to public safety, contact the local emergency services at 911 immediately.

d. Other – Any miscellaneous inspection/maintenance items not contained on the form should be entered here.

SFB-2.4 Inspection Forms

SFB Inspection forms are located in Appendix C. Inspection forms shall be completed by the person(s) conducting the inspection activities. Each form shall be reviewed and submitted by the property owner or property manager to the City of Colorado Springs/Stormwater Team per the requirements of the Inspection and Maintenance Plan. These inspection forms shall be kept a minimum of 5 years and made available to the City of Colorado Springs upon request.

SFB-3 MAINTAINING SAND FILTER BASINS (SFBs)

SFB-3.1 Maintenance Personnel

Maintenance personnel should be qualified to properly maintain SFBs. Inadequately trained personnel can cause additional problems resulting in additional maintenance costs.

SFB-3.2 Equipment

It is imperative that the appropriate equipment and tools are taken to the field with the operations crew. The types of equipment/tools will vary depending on the task at hand. Below is a list of tools, equipment, and material(s) that may be necessary to perform maintenance on a SFB:

- 1.) Mowing Tractors
- 2.) Trimmers (extra string)
- 3.) Shovels
- 4.) Rakes
- 5.) All Surface Vehicle (ASVs)
- 6.) Skid Steer
- 7.) Back Hoe
- 8.) Track Hoe/Long Reach Excavator
- 9.) Dump Truck
- 10.) Jet-Vac Machine
- 11.) Engineers Level (laser)
- 12.) Riprap (Minimum - Type M)
- 13.) Geotextile Fabric
- 14.) Erosion Control Blanket(s)
- 15.) Sod
- 16.) Illicit Discharge Cleanup Kits
- 17.) Trash Bags
- 18.) Tools (wrenches, screw drivers, hammers, etc)
- 19.) Confined Space Entry Equipment
- 20.) Approved Inspection and Maintenance Plan

21.) ASTM C-33 Sand

Some of the items identified above may not be needed for every maintenance operation. However, this equipment should be available to the maintenance operations crews should the need arise.

SFB-3.3 Safety

Vertical drops may be encountered in areas located within and around the SFB. Avoid walking on top of retaining walls or other structures that have a significant vertical drop. If a vertical drop is identified that is greater than 48-inches in height, make the appropriate note/comment on the maintenance inspection form.

SFB-3.4 SFB Maintenance Forms

The SFB Maintenance Form provides a record of each maintenance operation performed by maintenance contractors. The SFB Maintenance Form shall be filled out in the field after the completion of the maintenance operation. Each form shall be reviewed and submitted by the property owner or property manager to the City of Colorado Springs/Stormwater Team per the requirements of the Inspection and Maintenance Plan. The SFB Maintenance form is located in Appendix D.

SFB-3.5 SFB Maintenance Categories and Activities

A typical SFB Maintenance Program will consist of three broad categories of work: Routine, Minor and Major. Within each category of work, a variety of maintenance activities can be performed on a SFB. A maintenance activity can be specific to each feature within the SFB, or general to the overall facility. This section of the SOP explains each of the categories and briefly describes the typical maintenance activities for a SFB.

A variety of maintenance activities are typical of SFBs. The maintenance activities range in magnitude from routine trash pickup to the reconstruction of the SFB filter media or underdrain system. Below is a description of each maintenance activity, the objectives, and frequency of actions:

SFB-3.6 Routine Maintenance Activities

The majority of this work consists of scheduled mowings, trash and debris pickups for the SFB during the growing season. It also includes activities such as weed control. These activities normally will be performed numerous times during the year. These items typically do not require any prior correspondence with the City, however, completed inspection and maintenance forms shall be submitted to the City of Colorado Springs/Stormwater Team for each inspection and maintenance.

The Routine Maintenance Activities are summarized below, and further described in the following sections.

TABLE SFB-2
Summary of Routine Maintenance Activities

Maintenance Activity	Minimum Frequency	Look for:	Maintenance Action
Mowing	Twice annually	Excessive grass height/aesthetics	2"-4" grass height
Trash/Debris Removal	Twice annually	Trash/debris in SFB	Remove and dispose of trash and debris

Splitter Box/Overflow Outlet Works Cleaning	As needed - after significant rain events – twice annually minimum	Clogged outlet structure; ponding water	Remove and dispose of debris/trash/sediment to allow outlet to function properly
Woody growth control /Weed removal	Minimum twice annually	Noxious weeds; Unwanted vegetation	Treat w/herbicide or hand pull; consult a local Weed Inspector

SFB-3.6.1 Mowing

Routine mowing of the turf grass embankments and turf grass located in the sedimentation chamber is necessary to improve the overall appearance of the SFB and ensure proper performance of the sediment chamber. Turf grass should be mowed to a height of 2 to 4-inches and shall be bagged to prevent potential contamination of the filter media.

Frequency – Routine - Minimum of twice annually or depending on aesthetics.

SFB-3.6.2 Trash/Debris Removal

Trash and debris must be removed from the entire SFB area to minimize outlet clogging and to improve aesthetics. This activity must be performed prior to mowing operations.

Frequency – Routine – Prior to mowing operations and minimum of twice annually.

SFB-3.6.3 Splitter Box/Overflow Outlet Works Cleaning

Debris and other materials can clog the splitter box/overflow outlet work's grate. This activity must be performed anytime other maintenance activities are conducted to ensure proper operation.

Frequency - Routine – After significant rainfall event or concurrently with other maintenance activities.

SFB- 3.6.4 Woody Growth Control/Weed Removal

Noxious weeds and other unwanted vegetation must be treated as needed throughout the SFB. This activity can be performed either through mechanical means (mowing/pulling) or with herbicide. Consultation with a local County Weed Inspector is highly recommended prior to the use of herbicide. Herbicides should be utilized sparingly and as a last resort. All herbicide applications should be in accordance with the manufacturer's recommendations.

Frequency – Routine – As needed based on inspections.

SFB-3.7 Restoration Maintenance Activities

This work consists of a variety of isolated or small-scale maintenance/operational problems. Most of this work can be completed by a small crew, hand tools, and small equipment. These items do not require prior approval from the City.

Completed inspection and maintenance forms shall be submitted to City of Colorado Springs/Stormwater Team for each inspection and maintenance period. In the event that the SFB needs to be dewatered, care should be given to ensure sediment, filter material and other pollutants are not discharged. All dewatering activities shall be appropriately permitted.

**TABLE SFB-3
Summary of Restoration Maintenance Activities**

Maintenance Activity	Minimum Frequency	Look for:	Maintenance Action
Sediment/Pollutant Removal	As needed; typically every 1 –2 years	Sediment build-up in sedimentation chamber and filter media; decrease in infiltration rate	Remove and dispose of sediment
Erosion Repair	As needed, based upon inspection	Rills/gullies on embankments or sedimentation in the forebay	Repair eroded areas & revegetate; address cause
Jet-Vac/Cleaning Underdrains	As needed, based upon inspection	Sediment build-up /non-draining system	Clean drains; Jet-Vac if needed

SFB-3.7.1 Sediment Removal/Pollutant Removal

Sediment removal is necessary to ensure proper function of the filter media. The infiltration rate of the SFB needs to be checked in order to ensure proper functioning of the SFB. A SFB should drain completely within 12-hours of a storm event. If drain times exceed the 12-hour drain time then maintenance of the filter media shall be required.

At a minimum, the top 3-inches of filter media should be removed at each removal period. Additional amounts of filter media may need to be removed if deeper sections of the filter media are contaminated. New filter media will need to be placed back into the SFB when the total amount of sand removed reaches 9-inches. This may take multiple maintenance events to accomplish. It is critical that only sand that meets the American Society for Testing and Materials (ASTM) C-33 standard be utilized in the replacement of the filter media.

ASTM C-33 Sand Standard

US Standard Sieve Size (Number)	Total Percent Passing (%)
9.5 mm (3/8 inch)	100
4.75 mm (No. 4)	95-100
2.36 mm (No. 8)	80-100
1.18 mm (No. 16)	50-85
600 μ m (No. 30)	25-60
300 μ m (No. 50)	10-30
150 μ m (No. 100)	2-10

Other types of sand and soil material may lead to clogging of the SFB. The minor sediment removal activities can typically be addressed with shovels, rakes and smaller equipment. Major sediment removal activities will require larger and more specialized equipment. Extreme care should be taken when utilizing motorized or heavy equipment to ensure damage to the underdrain system does not occur. The major sediment removal activities will also require surveying with an engineer's level, and consultation with the City's Engineering staff to ensure design volumes/grades are achieved.

Stormwater sediments removed from SFBs do not meet the regulatory definition of "hazardous waste". However, these sediments can be contaminated with a wide array of organic and inorganic pollutants and handling must be done with care to ensure proper removal and disposal. Sediments should be transported by motor vehicle only after they are dewatered. All sediments must be taken to a licensed landfill for proper disposal. Should a spill occur during transportation, prompt and thorough cleanup and disposal is imperative.

Frequency – Non-routine – As necessary, based upon inspections. Sediment removal in the sedimentation chamber may be necessary as frequently as every 1-2 years.

SFB-3.7.2 Erosion Repair

The repair of eroded areas is necessary to ensure the proper functioning of the SFB, to minimize sediment transport, and to reduce potential impacts to other features. Erosion can vary in magnitude from minor repairs to filter media and embankments, to rills, and gullies in the embankments and inflow points. The repair of eroded areas may require the use of excavators, earthmoving equipment, riprap, concrete, and sod. Extreme care should be taken when utilizing motorized or heavy equipment to ensure damage to the underdrain

system does not occur. Major erosion repair to the pond embankments, spillways, and adjacent to structures will require consultation with the City's Engineering staff.

Frequency – Non-routine – As necessary, based upon inspections.

SFB-3.7.3 Jet-Vac/Clearing Drains

A SFB contains an underdrain system that allows treated stormwater runoff to exit the facility. These underdrain systems can develop blockages that can result in a decrease of hydraulic capacity and also create standing water. Many times the blockage to this infrastructure can be difficult to access and/or clean. Specialized equipment (jet-vac machines) may be necessary to clear debris from these difficult areas.

Frequency – Non-routine – As necessary, based upon inspections.

SFB-3.8 Rehabilitation Maintenance Activities

This work consists of larger maintenance/operational problems and failures within the stormwater management facilities. All of this work requires approval from the City's Engineering staff to ensure the proper maintenance is performed. This work requires that Engineering staff review the original design and construction drawings to assess the situation and assign the necessary maintenance activities. This work may also require more specialized maintenance equipment, design/details, surveying, or assistance through private contractors and consultants. In the event that the basin needs to be dewatered, care should be given to ensure sediment, filter material and other pollutants are not discharged. Proper permitting is required prior to any dewatering activity.

**TABLE SFB-4
Summary of Rehabilitation Maintenance Activities**

Maintenance Activity	Minimum Frequency	Look for:	Maintenance Action
Major Sediment/Pollutant Removal	As needed – based upon scheduled inspections	Large quantities of sediment in the sedimentation chamber and/or filter media; reduced infiltration rate /capacity	Remove and dispose of sediment. Repair vegetation as needed
Major Erosion Repair	As needed – based upon scheduled inspections	Severe erosion including gullies, excessive soil displacement, areas of settlement, holes	Repair erosion – find cause of problem and address to avoid future erosion
Structural Repair	As needed – based upon scheduled inspections	Deterioration and/or damage to structural components – broken concrete, damaged pipes & outlet works	Structural repair to restore the structure to its original design
SFB Rebuild	As needed – due to complete failure of SFB	Removal of filter media and underdrain system	Contact City Engineering

SFB-3.8.1 Major Sediment/Pollutant Removal

In very rare cases the filter media of the SFB may be contaminated so badly that the entire 18-inches of the filter media may need to be removed.

Major sediment/pollutant removal consists of removal of large quantities of sediment/filter media. Extreme care should be taken when utilizing motorized or heavy equipment to ensure damage to the underdrain system does not occur. The sediment/filter media needs to be carefully removed, transported and properly disposed. Vegetated areas need special care to ensure design volumes and grades are preserved or may need to be replaced due to the removal activities. Stormwater sediments removed from SFBs do not meet the regulatory definition of “hazardous waste”. However, these sediments can be contaminated with a wide array of organic and inorganic pollutants and handling must be done with care to insure proper removal and disposal. Sediments should be transported by motor vehicle only after they are dewatered. All sediments must be taken to a licensed landfill for proper disposal. Should a spill occur during transportation, prompt and thorough cleanup and disposal is imperative.

Frequency – Non-routine – Repair as needed, based upon inspections.

SFB-3.8.2 Major Erosion Repair

Major erosion repair consists of filling and revegetating areas of severe erosion. Determining the cause of the erosion as well as correcting the condition that caused the erosion should also be part of the erosion repair. Care should be given to ensure design grades and volumes are preserved. Extreme care should be taken when utilizing motorized or heavy equipment to ensure damage to the underdrain system does not occur.

Frequency – Non-routine – Repair as needed, based upon inspections.

SFB-3.8.3 Structural Repair

A SFB generally includes a splitter box or concrete overflow outlet structure that can deteriorate or be damaged during the service life of the facility. These structures are constructed of steel and concrete that can degrade or be damaged and may need to be repaired or re-constructed from time to time. Major repairs to structures may require input from a structural engineer and specialized contractors. Consultation with the City’s Engineering staff shall take place prior to all structural repairs.

Frequency – Non-routine – Repair as needed, based upon inspections.

SFB-3.8.4 SFB Rebuild

In very rare cases a SFB may need to be rebuilt. Generally, the need for a complete rebuild is a result of improper construction, improper maintenance resulting in structural damage to the underdrain system, or extensive contamination of the SFB. Consultation with the City’s Engineering staff shall take place prior to any rebuild project.

Frequency – Non-routine – As needed, based upon inspections.



CITY OF COLORADO SPRINGS

SAND FILTER BASIN (SFB) INSPECTION FORM

Date: _____

Subdivision/Business Name: _____ Inspector: _____

Subdivision/Business Address: _____

Weather: _____

Date of Last Rainfall: _____ Amount: _____ Inches

Property Classification: Residential Multi Family Commercial Other: _____
(Circle One)

Reason for Inspection: Routine Complaint After Significant Rainfall Event
(Circle One)

INSPECTION SCORING - For each facility inspection item, insert one of the following scores:
0 = No deficiencies identified 2 = Routine maintenance required
1 = Monitor (potential for future problem) 3 = Immediate repair necessary
N/A = Not applicable

FEATURES

1.) Inflow Points/Splitter Box

- ___ Riprap Displaced
- ___ Sediment Accumulation
- ___ Structural Damage (pipe, end-section, etc.)
- ___ Trash/Debris

2.) Sedimentation Chamber

- ___ Mowing /weed/woody growth control
- ___ Erosion Present
- ___ Trash/Debris
- ___ Sediment Accumulation

3.) Filter Media

- ___ Mowing /weed/woody growth control
- ___ Sediment/Pollutant Removal
- ___ Filter Replacement
- ___ Infiltration Rate Check

4.) Underdrain System

- ___ Evidence of clogged system
(jet-vac cleaning required)

5.) Outlet Works

- ___ Structural Damage (concrete, steel, subgrade)
- ___ Mowing /weed/woody growth control

6.) Embankments

- ___ Vegetation Sparse
- ___ Erosion Present
- ___ Trash/Debris
- ___ Mowing /weed/woody growth control

7.) Emergency Overflow

- ___ Riprap Displaced
- ___ Erosion Present
- ___ Woody Growth/Weeds Present
- ___ Obstruction/Debris

8.) Miscellaneous

- ___ Encroachment in Easement Area
- ___ Graffiti/Vandalism
- ___ Public Hazards
- ___ Other

Inspection Summary / Additional Comments: _____

OVERALL FACILITY RATING (Circle One)

- 0 = No Deficiencies Identified 2 = Routine Maintenance Required
- 1 = Monitor (potential for future problem exists) 3 = Immediate Repair Necessary

This inspection form shall be kept a minimum of 5 years and made available to the City of Colorado Springs upon request.

Appendix C
Grading Erosion Stormwater Inspection Checklist

Appendix C Inspection Checklist – Grading Erosion, and Stormwater Quality Controls

CITY OF COLORADO SPRINGS

DATE/TIME:
INSPECTOR:
TYPE OF INSPECTION: Self-Monitoring _____ Initial _____ Compliance _____ Follow-Up _____ Reconnaissance _____ Complaint _____ Final _____

SITE:	DATE OF PERMIT:
ADDRESS:	
CONTRACTOR: CONTACT: PHONE:	OWNER/OWNER'S REPRESENTATIVE: CONTACT: PHONE:
STAGE OF CONSTRUCTION: Initial BMP Installation/Prior to Construction _____ Clearing & Grubbing _____ Rough Grading _____ Finish Grading _____ Utility Construction _____ Building Construction _____ Final Stabilization _____	

OVERALL SITE INSPECTION	YES/NO/N.A.	REMARKS/ACTIONS
Is there any evidence of sediment leaving the construction site? If so, note areas.		
Have any adverse impacts such as flooding, structural damage, erosion, spillage, or accumulation of sediment, debris or litter occurred on or within public or private property, wetlands or surface waters –to include intermittent drainageways and the City's stormwater system (storm sewers, gutters, ditches, etc.)?		
Are the BMPs properly installed and maintained?		
Have the BMPs been placed as shown on approved plans?		
Are the BMPs functioning as intended?		
Is work being done according to approved plans and any phased construction schedule?		
Is the construction schedule on track?		
Are drainage channels and outlets adequately stabilized?		
Is there any evidence of discharges or spills of fuels, lubricants, chemicals, etc.?		

BMP MAINTENANCE CHECKLIST	YES/NO/N.A.	REMARKS/ACTIONS NECESSARY
<p>CHECK DAM</p> <p>Has accumulated sediment and debris been removed per maintenance requirements?</p>		
<p>EROSION CONTROL BLANKET</p> <p>Is fabric damaged, loose or in need of repairs?</p>		
<p>INLET PROTECTION</p> <p>Is the inlet protection damaged, ineffective or in need of repairs?</p> <p>Has sediment been removed per maintenance requirements?</p>		
<p>MULCHING</p> <p>Distributed uniformly on all disturbed areas?</p> <p>Is the application rate adequate?</p> <p>Any evidence of mulch being blown or washed away?</p> <p>Has the mulched area been seeded, if necessary?</p>		
<p>SEDIMENT BASIN</p> <p>Is the sediment basin properly constructed and operational?</p> <p>Has sediment and debris been cleaned out of the basin?</p>		
<p>SILT FENCE</p> <p>Is the fence damaged, collapsed, unentrenched or ineffective?</p> <p>Has sediment been removed per maintenance requirements?</p> <p>Is the silt fence properly located?</p>		
<p>SLOPE DRAIN</p> <p>Is water bypassing or undercutting the inlet or pipe?</p> <p>Is erosion occurring at the outlet of the pipe?</p>		
<p>STRAW BALE BARRIER</p> <p>Are the straw bales damaged, ineffective or unentrenched?</p> <p>Has sediment been removed per maintenance requirements?</p> <p>Are the bales installed and positioned correctly?</p>		

BMP MAINTENANCE CHECKLIST	YES/NO/N.A.	REMARKS/ACTIONS NECESSARY
<p>SURFACE ROUGHENING</p> <p>Is the roughening consistent/ uniform on slopes??</p> <p>Any evidence of erosion?</p>		
<p>TEMPORARY SEEDING</p> <p>Are the seedbeds protected by mulch?</p> <p>Has any erosion occurred in the seeded area?</p> <p>Any evidence of vehicle tracking on seeded areas?</p>		
<p>TEMPORARY SWALES</p> <p>Has any sediment or debris been deposited within the swales?</p> <p>Have the slopes of the swale eroded or has damage occurred to the lining?</p> <p>Are the swales properly located?</p>		
<p>VEHICLE TRACKING</p> <p>Is gravel surface clogged with mud or sediment?</p> <p>Is the gravel surface sinking into the ground?</p> <p>Has sediment been tracked onto any roads and has it been cleaned up?</p> <p>Is inlet protection placed around curb inlets near construction entrance?</p>		
<p>OTHER</p>		

FINAL INSPECTION CHECKLIST	YES/NO/N.A.	REMARKS/ACTIONS NECESSARY
Has all grading been completed in compliance with the approved Plan, and all stabilization completed, including vegetation, retaining walls or other approved measures?		
Has final stabilization been achieved - uniform vegetative cover with a density of at least 70 percent of pre-disturbance levels, and cover capable of adequately controlling soil erosion; or permanent, physical erosion methods?		
Have all temporary measures been removed?		
Have all stockpiles, construction materials and construction equipment been removed?		
Are all paved surfaces clean (on-site and off-site)?		
Has sediment and debris been removed from drainage facilities (on-site and off-site) and other off-site property, including proper restoration of any damaged property?		
Have all permanent stormwater quality BMPs been installed and completed?		

ADDITIONAL COMMENTS:

The items noted as needing action must be remedied no later than _____.
The contractor shall notify the inspector when all the items noted above have been addressed.

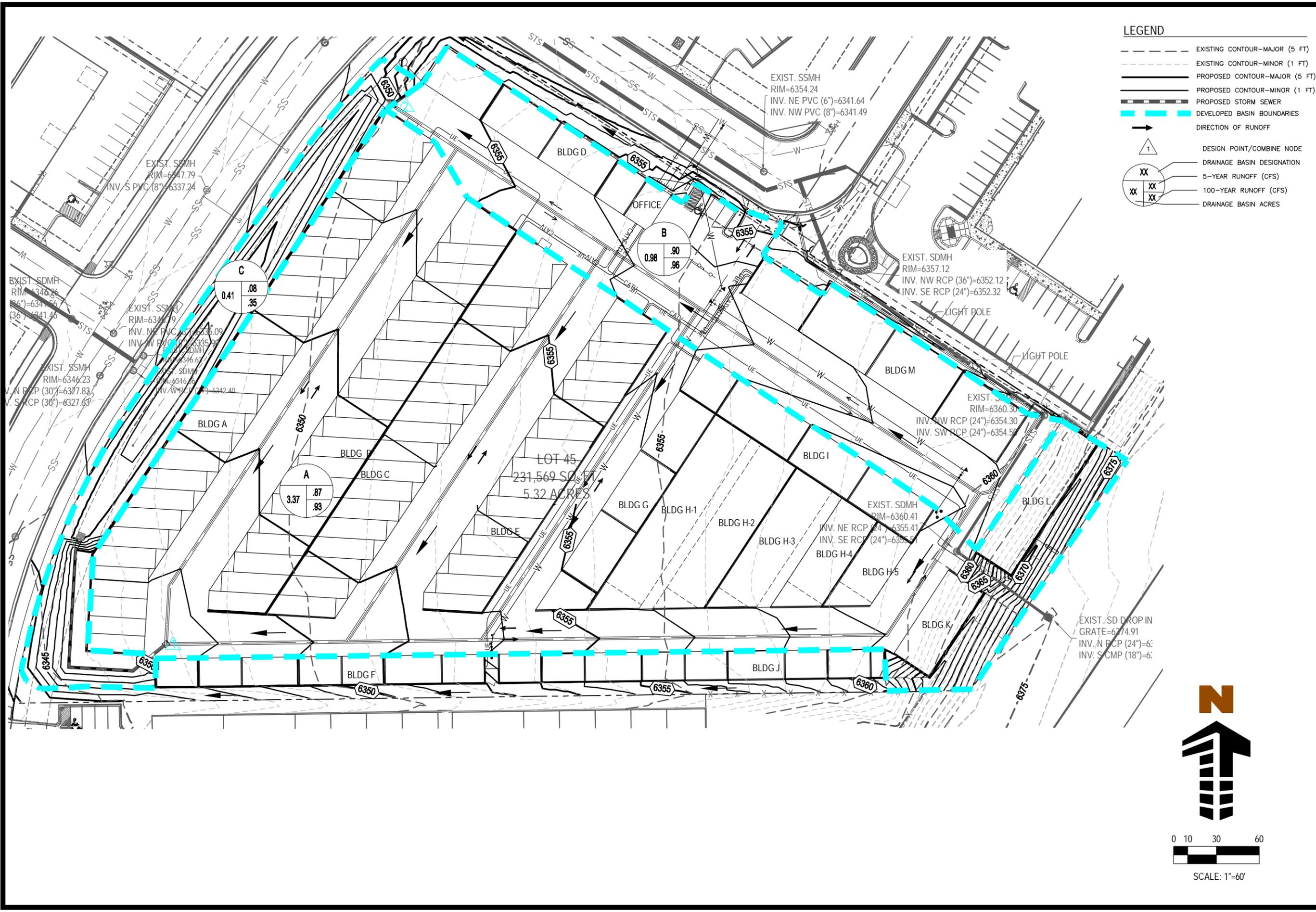
By signing this inspection form, the owner/owner's representative and the contractor acknowledge that they have received a copy of the inspection report and are aware it is their responsibility to take corrective actions by the date noted above. Failure to sign does not relieve the contractor and owner/owner's representative of their responsibility to take the necessary corrective action and of their liability for any damages that have occurred or may occur.

INSPECTOR'S SIGNATURE:	DATE:
OWNER/OWNER'S REPRESENTATIVE SIGNATURE:	DATE:
CONTRACTOR'S SIGNATURE:	DATE:

Appendix D
Grading And Erosion Control Plans

Appendix E
Drainage Map

I:\Hammers Construction Inc\CO, El Paso County\HC10000001.01-L45-RV-Store\CADD\Exhibit\Drainage\HC1001-drainage exhibit.dwg - Mike Farley - 4/24/2017



LEGEND

- EXISTING CONTOUR—MAJOR (5 FT)
- EXISTING CONTOUR—MINOR (1 FT)
- PROPOSED CONTOUR—MAJOR (5 FT)
- PROPOSED CONTOUR—MINOR (1 FT)
- PROPOSED STORM SEWER
- DEVELOPED BASIN BOUNDARIES
- DIRECTION OF RUNOFF
- DESIGN POINT/COMBINE NODE
- DRAINAGE BASIN DESIGNATION
- 5-YEAR RUNOFF (CFS)
- 100-YEAR RUNOFF (CFS)
- DRAINAGE BASIN ACRES

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Project No: **HC11.01**
 Drawn By: **MBF**
 Checked By: **TAC**
 Date: **4/24/17**

**LOT 45A
 HAMMERS**
 751_MEADOWBROOK_PARKWAY
 COLORADO_SPRINGS
PROPOSED_DRAINAGE

SCALE: 1"=60'

Appendix F
BMP Details

Sand Filter Extended Detention Basin (SFB)



Description

A sand filter extended detention basin (SFB) is a stormwater filter that consists of a runoff storage zone underlain by a sand bed with an underdrain system. During a storm, accumulated runoff ponds in the surcharge zone and gradually infiltrates into the underlying sand bed, filling the void spaces of the sand. The underdrain gradually dewateres the sand bed and discharges the runoff to a nearby channel, swale, or storm sewer.

General Application

A SFB is generally suited to offline, onsite configurations where there is no baseflow and the sediment load is relatively low.

Advantages/Disadvantages

General

Primary advantages of SFBs include effective water quality enhancement through settling and filtering. The primary disadvantage is a potential for clogging if a moderate to high level of silts and clays are allowed to flow into the facility. Such clogging would result in the need for significant maintenance. For this reason, it should **not** be put into operation while construction activities are taking place in the tributary catchment. Also, this BMP should not be located close to building foundations or other areas where expansive soils are a concern, although an underdrain and impermeable liner can ameliorate some of this concern.

Physical Site Suitability

Since an underdrain system is incorporated into this BMP, SFB is suited for about any site; presence of sandy subsoils is not a requirement. This BMP has a relatively flat surface area, so it may be more challenging to incorporate it into steeply sloping terrain.

Pollutant Removal

Although not fully tested to date in the Denver area, the tests on filter vaults in the Denver area and other parts of United States show that the amount of pollutant removed by this BMP should be significant and should at least equal the removal rates by sand filters tested elsewhere. See Table ND-2 for estimated ranges in pollutant removals.

Maintenance Needs

Before selecting this BMP, be sure that the maintenance specified in the Maintenance Requirements chapter of this manual will be provided by either a local government or by the owner. This BMP's performance is critical on having regular maintenance provided.

Design Procedure and Criteria

The following steps outline the design procedure and criteria for an SFB.

1. Basin Storage Volume Provide a storage volume equal to 100 percent of the WQCV based on a 40-hour drain time, above the sand bed of the basin.
 - A. Determine the WQCV tributary catchment's percent imperviousness. Account for the effects of DCIA, if any, on Effective Imperviousness. Using Figure ND-1, determine the reduction in impervious area to use with WQCV calculations.
 - B. Find the required storage volume (watershed inches of runoff):

Determine the Required WQCV (watershed inches of runoff) using Figure SFB-2, based on the SFB's 40-hour drain time.
 - C. Calculate the Design Volume in acre-feet as follows:

$$Design\ Volume = \left(\frac{WQCV}{12} \right) * Area$$

In which:

Area = The watershed area tributary to the SFB (acres)

2. Basin Depth Maximum Design Volume depth shall be 2.5 feet.
3. Filter's Surface Area Calculate the **minimum** sand filter area (A_s) at the basin's bottom with the following equation:

$$A_s = Design\ Volume / 3 * 43,560 \text{ (square feet)}$$

4. Outlet Works

An 18 inch layer of sand (ASTM C-33) over a 9 inch gravel layer (AASHTO No. 8; CDOT Section 703, #8) shall line the entire SFB for purposes of draining the WQCV.

If expansive soils are a concern or if the tributary catchment has chemical or petroleum products handled or stored, install an impermeable membrane below the gravel layer.

In addition, an overflow shall be provided to convey flows in excess of the WQCV out of the basin.

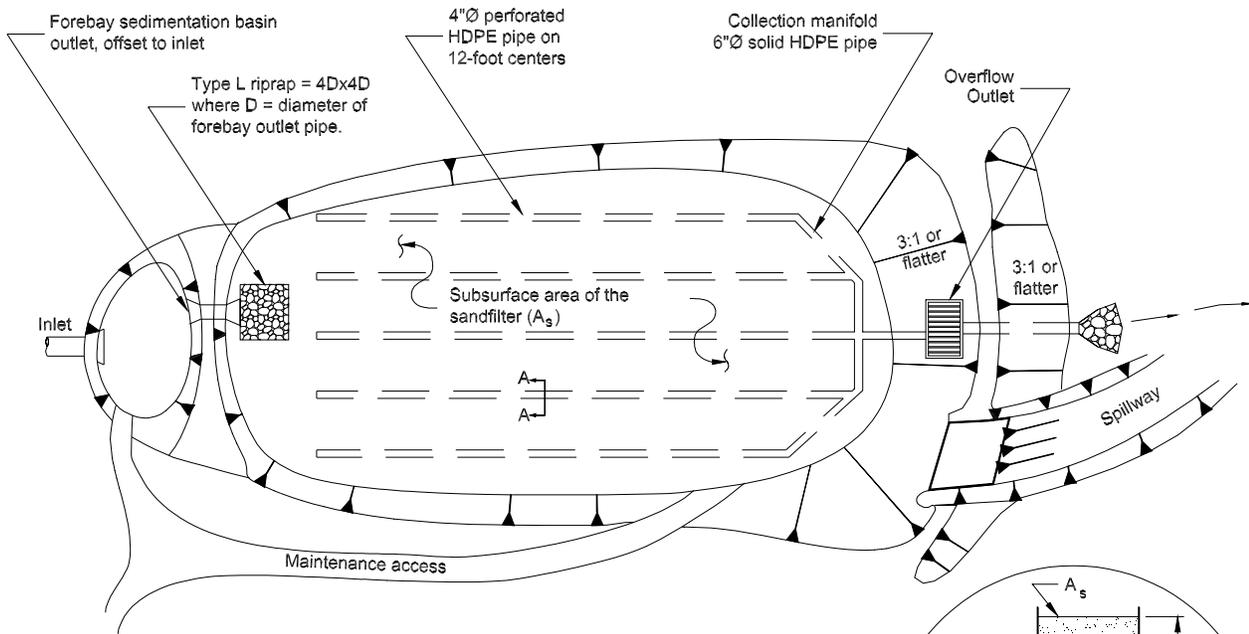
Design Example

Design forms that provide a means of documenting the design procedure are included in the *Design Forms* section. A completed form follows as a design example.

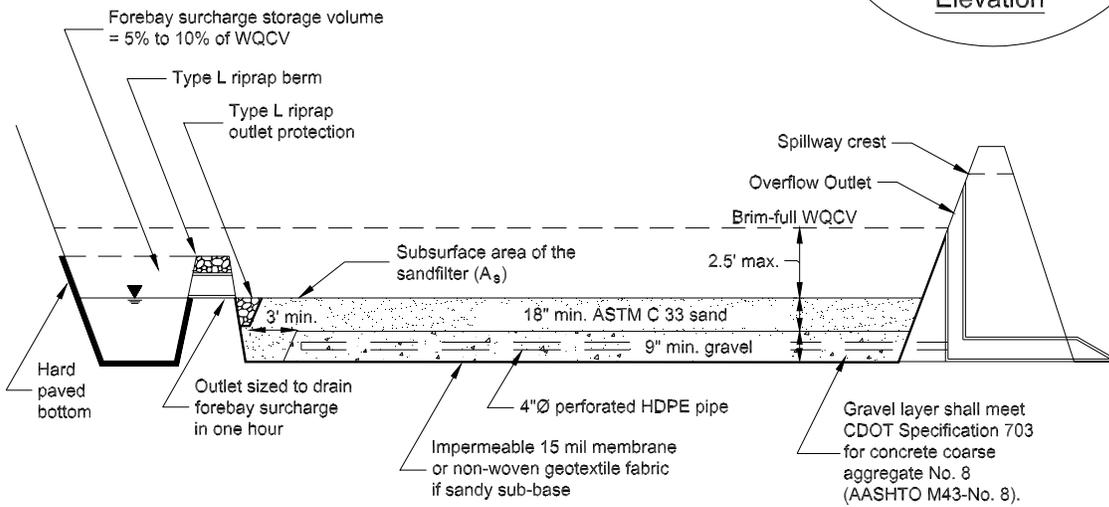
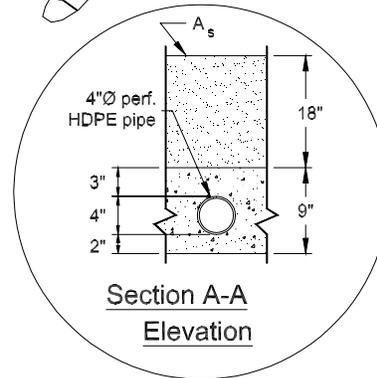
Maintenance Recommendations

TABLE SFB-1
Sand Filter Detention Basin Maintenance Considerations

Required Action	Maintenance Objectives	Frequency
Debris and litter removal	Remove debris and litter from detention area to minimize clogging of the sand media.	Routine – depending on aesthetic requirements.
Landscaping removal and replacement	If the sand filter is covered with rock mulch, bluegrass, or other landscaping covers, the cover must be removed to allow access to the sand media. Replace landscaping cover after maintenance of sand media is complete.	Every 2 to 5 years.
Scarify filter surface	Scarify top 3 to 5 inches by raking the filter's surface.	Once per year or when needed to promote drainage.
Sand filter removal	Remove the top 3 inches of sand from the sand filter. After a third removal, backfill with 9 inches of new sand to return the sand depth to 18 inches. Minimum sand depth is 12 inches.	If no construction activities take place in the tributary watershed, every 2 to 5 years depending on observed drain times, namely when it takes more than 24 hours to empty 3-foot deep pool. Otherwise more often. Expect to clean out forebay every 1 to 5 years.
Inspections	Inspect detention area to determine if the sand media is allowing acceptable infiltration.	Routine – bi-annual inspection of hydraulic performance, one after a significant rainfall.



Plan



Profile

**FIGURE SFB-1
Sand Filter Basin**

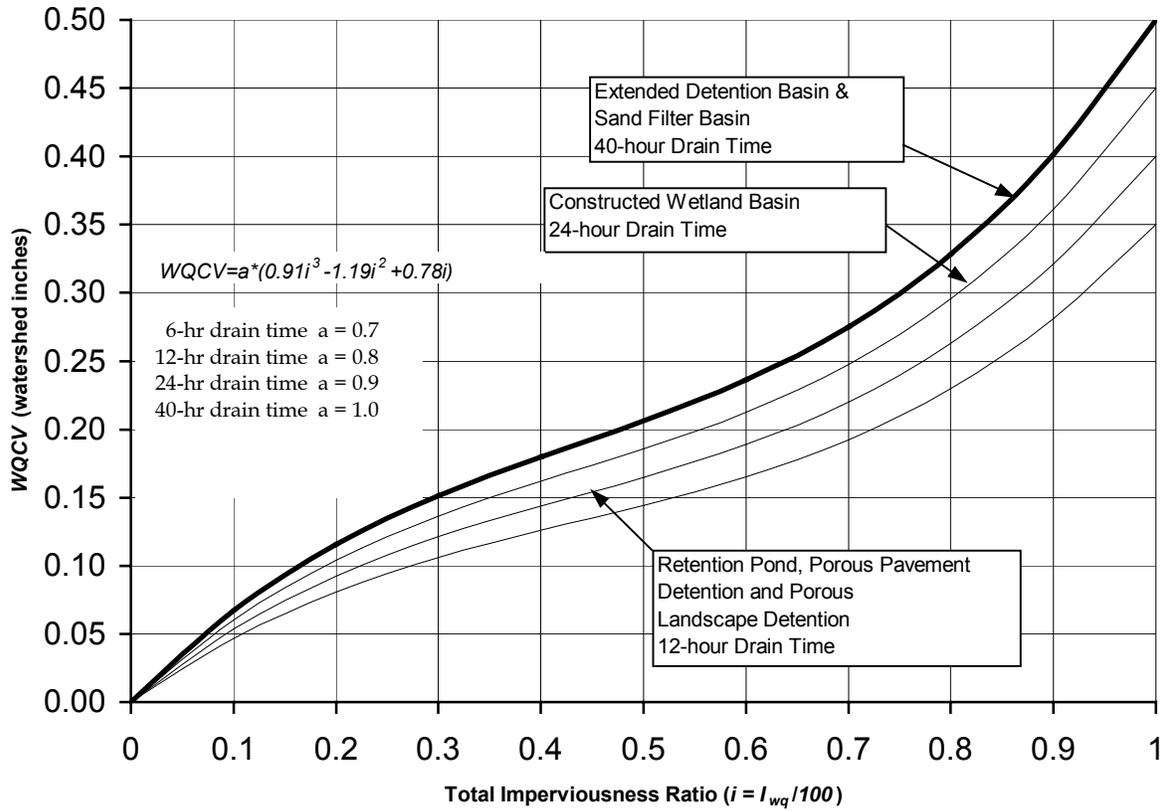


FIGURE SFB-2
Water Quality Capture Volume (WQCV), 80th Percentile Runoff Event

Design Procedure Form: Sand Filter Basin (SFB)

Designer: _____
 Company: _____
 Date: **September 22, 1999**
 Project: _____
 Location: _____

<p>1. Basin Storage Volume</p> <p>A) Tributary Area's Imperviousness Ratio ($i = I_a / 100$)</p> <p>B) Contributing Watershed Area (Area)</p> <p>C) Water Quality Capture Volume (WQCV) (WQCV = $1.0 * (0.91 * I^3 - 1.19 * I^2 + 0.78 * I)$)</p> <p>D) Design Volume: Vol = (WQCV / 12) * Area</p>	<p>$I_a =$ <u>50.00</u> %</p> <p>$i =$ <u>0.50</u></p> <p>Area = <u>40.00</u> acres</p> <p>WQCV = <u>0.21</u> watershed inches</p> <p>Vol = <u>0.688</u> acre-feet</p>
<p>2. Minimum Filter Surface Area: $A_s = (Vol / 3) * 43,560$</p> <p>Filter Surface Elevation</p> <p>Average Side Slope of the Filter Basin (3:1 or flatter)</p>	<p>$A_s =$ <u>9,983</u> square feet</p> <p><u>5478.50</u> feet</p> <p>Z = <u>4.0</u></p>
<p>3. Estimate of Basin Depth (D), based on filter area A_s</p>	<p>D = <u>2.6</u> feet</p>
<p>4. Outlet Works</p> <p>A) Sand (ASTM C-33) Layer Thickness (18" min.)</p> <p style="padding-left: 20px;">Gravel (AASHTO No. 8; CDOT Section 703) Layer Thickness (9" min.)</p> <p>B) Overflow Elevation At Top of Design Volume (Filter Surface Elev. + Estimate of Basin Depth (D))</p>	<p><u>18</u> inches</p> <p><u>9</u> inches</p> <p><u>5481.10</u> feet</p>
<p>5. Draining of porous pavement (Check a, or b, or c, answer d) Based on answers to 5a through 5d, check the appropriate method</p> <p>a) Check box if subgrade is heavy or expansive clay <input type="checkbox"/></p> <p>b) Check box if subgrade is silty or clayey sands <input type="checkbox"/></p> <p>c) Check box if subgrade is well-draining soils <input checked="" type="checkbox"/></p> <p>d) Does tributary catchment contain land uses that may have petroleum products, greases, or other chemicals present, such as gas station, hardware store, restaurant, etc.?</p> <p style="text-align: center;">yes no</p> <p style="text-align: center;"><input checked="" type="checkbox"/> <input type="checkbox"/></p>	<p><input type="checkbox"/> Infiltration to Subgrade with Permeable Membrane: 5(c) checked and 5(d) = no</p> <p><input checked="" type="checkbox"/> Underdrain with Impermeable Membrane: 5(a) checked or 5(d) = yes</p> <p><input type="checkbox"/> Underdrain with Permeable Membrane: 5(b) checked and 5(d) = no</p> <p>Other: _____</p>
<p>6 Describe Provisions for Maintenance _____</p> <p>_____</p> <p>_____</p>	

Notes: _____

Appendix G
Spill Cleanup Instructions And Maintenance Program

involving a radioactive or infectious material, or there is a release of a marine pollutant.

Spills and incidents that have or may result in a spill along a highway must be reported to the nearest law enforcement agency immediately. The Colorado State Patrol and CDPHE must also be notified as soon as possible. In the event of a spill of hazardous waste at a transfer facility, the transporter must notify CDPHE within 24 hours if the spill exceeds 55 gallons or if there is a fire or explosion.

The National Response Center should be notified as soon as possible after discovery of a release of a hazardous liquid or carbon dioxide from a pipeline system if a person is killed or injured, there is a fire or explosion, there is property damage of \$50,000 or more, or any nearby water body is contaminated.

The National Response Center and the Colorado Public Utilities Commission Gas Pipeline Safety Section must be notified as soon as possible, but not more than two hours after discovery of a release of gas from a natural gas pipeline or liquefied natural gas facility if a person is killed or injured, there is an emergency shutdown of the facility, or there is property damage of \$50,000 or more. The Colorado Public Utilities Commission should also be notified if there is a gas leak from a pipeline, liquefied natural gas system, master meter system or a propane system that results in the evacuation of 50 or more people from an occupied building or the closure of a roadway.

Oil and Gas Exploration

All Class I major events on federal lands, including releases of hazardous substances in excess of the CERCLA reportable quantity and spills of more than 100 barrels of fluid and/or 500 MCF of gas released, must be reported to the Bureau of Land Management (BLM) immediately. Spills of oil, gas, salt water, toxic liquids and waste materials must also be reported to the BLM and the surface management agency.

Spills of exploration and production (E&P) waste on state or private lands in excess of 20 barrels, and spills of any size that impact or threaten to impact waters of the state, an occupied structure, or public byway must be reported to the Colorado Oil and Gas Conservation Commission as soon as practicable, but not more than 24 hours after discovery. Spills of any

size that impact or threaten to impact waters of the state must be reported to CDPHE immediately. Spills that impact or threaten to impact a surface water intake must be reported to the emergency contact for that facility immediately after discovery. Spills of more than five (5) barrels of E&P waste must be reported in writing to the Oil and Gas Conservation Commission within 10 days of discovery.

REPORTING NUMBERS

National Response Center (24-hour)
1-800-424-8802

CDPHE Colorado Environmental Release and Incident Reporting Line (24-hour)
1-877-518-5608

Radiation Incident Reporting Line (24-hour)
303-877-9757

Colorado State Patrol (24-hour)
303-239-4501

Division of Oil and Public Safety
(business hours)
303-318-8547

Oil and Gas Conservation Commission
(business hours)
303-894-2100

Colorado Public Utilities Commission Gas Pipeline Safety Section (business hours)
303-894-2851

Local Emergency Planning Committees
(to obtain list, business hours)
720-852-6603



Colorado Department
of Public Health
and Environment

Environmental Spill Reporting

Colorado Department of Public
Health and Environment
4300 Cherry Creek Drive South
Denver, CO 80246-1530

<http://www.colorado.gov/cdphe>

January 2009

When a release of a hazardous material or other substance occurs to the environment, there are a number of reporting and notification requirements that must be followed by the company or individual responsible for the release. Most spills are covered by more than one reporting requirement, and all requirements must be met. In addition to verbal notification, written reports are generally required. This brochure briefly explains the major requirements. A more detailed description is provided in the "Reporting Environmental Releases in Colorado" Guidance Document, available on the web.

Releases that must be reported to the Colorado Department of Public Health and Environment (CDPHE) may be reported to the Colorado Environmental Release and Incident Reporting Line.

ENVIRONMENTAL SPILL REPORTING

CERCLA, EPCRA and RCRA

The Comprehensive Environmental Response, Compensation and Liability Act (CERCLA) and the Emergency Planning and Community Right-to-Know Act (EPCRA) require that a release of a reportable quantity or more of a hazardous substance to the environment be reported immediately to the appropriate authorities when the release is discovered.

Under CERCLA, reportable quantities were established for hazardous substances listed or designated under other environmental statutes. These include:

- all hazardous air pollutants (HAPs) listed under Section 112(b) of the Clean Air Act.
- all toxic pollutants designated under Section 307(a) or Section 311(b)(2)(A) of the Clean Water Act.
- all Resource Conservation and Recovery Act (RCRA) characteristic and listed hazardous wastes.
- any element, compound, or substance designated under Section 102 of CERCLA.

EPCRA established a list of extremely hazardous substances (EHS) that could cause serious irreversible health effects from accidental releases. Many substances appear on both the CERCLA and EPCRA lists. EPCRA extremely hazardous substances that are also CERCLA hazardous substances have the same reportable quantity (RQ) as under CERCLA. EPCRA extremely hazardous substances that are not listed under CERCLA have a reportable quantity that is equal to their threshold planning quantity (TPQ). A list of CERCLA reportable quantities is included in 40 CFR Section 302.4. A list of EPCRA threshold planning quantities is included in 40 CFR Part 355 Appendices A & B.

CERCLA-reportable releases must be reported immediately to the National Response Center (NRC), while EPCRA-reportable releases must be reported immediately to the National Response Center, the State Emergency Response Commission (SERC) and the affected Local Emergency Planning Committee (LEPC). If the release is an EPCRA extremely

hazardous substance, but not a CERCLA hazardous substance, and there is absolutely no potential to affect off-site persons, then only the State Emergency Planning Commission (represented by CDPHE for reporting purposes) and the Local Emergency Planning Committee need to be notified.

In the case of a release of hazardous waste stored in tanks, RCRA-permitted facilities and large quantity generators must also notify CDPHE within 24 hours of any release to the environment that is greater than one (1) pound.

Radiation Control

Each licensee or registrant must report to the Radiation Incident Reporting Line in the event of lost, stolen or missing licensed or registered radioactive materials or radiation machines, releases of radioactive materials, contamination events, and fires or explosions involving radioactive materials. Releases of radionuclides are reportable under CERCLA.

Clean Water Act

The Clean Water Act requires the person in charge of a facility or vessel to immediately report to the National Response Center all discharges of oil or designated hazardous substances to water. Oil means oil of any kind or form. Designated hazardous substances are included in the CERCLA list.

The Clean Water Act also requires that facilities with a National Pollutant Discharge Elimination System (NPDES) permit report to the National Response Center within 24 hours of becoming aware of any unanticipated bypasses or upsets that cause an exceedance of the effluent limits in their permit and any violations of their maximum daily discharge limits for pollutants listed in their permit.

A release of any chemical, oil, petroleum product, sewage, etc., which may enter waters of the state of Colorado (which include surface water, ground water and dry gullies and storm sewers leading to surface water) must be reported immediately to CDPHE. Any accidental discharge to the sanitary sewer system must be reported immediately to the local sewer authority and the affected wastewater treatment plant. For additional information regarding releases to water, please see "Guidance for Reporting Spills under the Colorado

Water Quality Control Act and Colorado Discharge Permits" at <http://www.cdphpe.state.co.us/op/wqcc/Resources/Guidance/spillage.pdf>.

Clean Air Act

Hazardous air pollutants (HAPs) are designated as hazardous substances under CERCLA. If a facility has an air permit but the permit does not allow for or does not specify the release of a substance, or if the facility does not have an air permit, then all releases in excess of the CERCLA / EPCRA reportable quantity for that substance must be reported to the National Response Center and CDPHE. If the facility releases more of a substance than is allowed under its air permit, the facility must also report the release. Discharges of a substance that are within the allowable limits specified in the facility's permit do not need to be reported.

Regulated Storage Tanks

Owners and operators of regulated storage tank systems must report a release or suspected release of regulated substances to the Division of Oil and Public Safety at the Colorado Department of Labor and Employment within 24 hours. Under this program, the reportable quantity for petroleum releases is 25 gallons or more, or any amount that causes a sheen on nearby surface water. Spills of less than 25 gallons of petroleum must be immediately contained and cleaned up. If cleanup cannot be accomplished within 24 hours, the Division of Oil and Public Safety must be notified immediately.

Spills of hazardous substances from tanks in excess of the CERCLA or EPCRA reportable quantity must be reported immediately to the National Response Center, CDPHE and the local fire authority, and to the Division of Oil and Public Safety within 24 hours.

Transportation and Pipelines

The person in physical possession of a hazardous material must notify the National Response Center as soon as practical, but not to exceed 12 hours after the incident, if as a direct result of the hazardous material, a person is killed or injured, there is an evacuation of the general public lasting more than an hour, a major transportation artery is shut down for an hour or more, the flight pattern of an aircraft is altered, there is fire, spillage or suspected contamination

Colorado Water Quality Control Division

**WATER QUALITY
CONTROL
DIVISION**

Policy No: WQE-10
Initiated By: Dave Akers
Approved By: 
Effective Date: 3/1/08
Revision No.: _____
Revision Date: _____

**Guidance for Reporting Spills under the Colorado Water Quality
Control Act and Colorado Discharge Permits**

I. Purpose

To provide guidance on applicable Colorado reporting requirements pursuant to § 25-8-601(2), C.R.S., that pertains to spills or discharges that may cause pollution of State waters. This guidance does not relieve an entity of any other statutory or regulatory requirements applicable to a spill. Facilities possessing a Colorado Discharge Permit System (CDPS) permit should follow applicable permit terms and conditions regarding spill reporting and response. This guidance is not intended to supersede or modify such permit terms and conditions or the applicable statute and regulations. This guidance does not limit the existing rights or responsibilities of persons with respect to spill reporting. For example, persons retain the right and responsibility to determine in the first instance whether a particular spill is covered by an existing permit or may cause pollution to State waters (i.e., surface or ground waters).

II. Statutory Requirement Addressed

Colorado Water Quality Control Act - Spill Reporting Requirements - § 25-8-601(2), C.R.S.

"Any person engaged in any operation or activity which results in a spill or discharge of oil or other substance which may cause pollution of the waters of the state contrary to the provisions of this article as soon as he has knowledge thereof, shall notify the division of such discharge."

State waters means any and all surface and subsurface waters which are contained in or flow in or through this state, but does not include waters in sewage systems, waters in treatment works of disposal systems, waters in potable water distribution systems, and all water withdrawn for use until use and treatment have been completed (§ 25-8-103 (19), C.R.S.).

Examples of State waters include, but are not limited to, perennial streams, intermittent or ephemeral gulches and arroyos, ponds, lakes, reservoirs, irrigation canals or ditches, wetlands, stormwater conveyances (when they discharge to a surface water), and groundwater.

III. Policy/Applicability

The Division distinguishes between reporting requirements for spills that occur with respect to activities that result in a discharge that is authorized under a CDPS permit and those that are not. For non-permitted activities, or in the case of an activity where a permit does not address reporting of or response to a given spill, the Division recommends that the responsible person(s) take the following actions:

1. Immediately report spills that may result in a non-permitted discharge of pollutants to State waters to the Environmental Release and Incident Reporting Line at 1-877-518-5608;
2. Include the following information, if available, when notifying the Division of a spill:
 - a. The name of the responsible person and, if not reported by that person, the name of the person reporting the spill and the name of the responsible person if known;
 - b. An estimate of the date and time that the spill began or the actual date and time, if known;

- c. The location of the spill, its source (e.g., manhole, tanker truck), and identification of the type of material spilled (e.g., untreated wastewater, biosolids, specific chemical);
- d. The estimated volume of the spill and, if known, the actual date and time the spill was fully controlled/stopped.
- e. Whether the spill is ongoing and, if it is, the rate of flow and an estimate of the time that the spill will be fully controlled, if known;
- f. Measures that are being or have been taken to contain, reduce, and/or clean up the spill;
- g. A list of any potentially affected area and any known downstream water uses (e.g., public water supplies, irrigation diversions, public use areas such as parks or swim beaches) that will be or have been notified; and
- h. A phone number and e-mail to contact a representative of the responsible person that is in charge of the response. Where a non-responsible person is reporting the spill, they are encouraged, but not required, to provide contact information.

Reporting and management of spills that occur with respect to activities resulting in a discharge authorized under a permit should be performed in accordance with the specific requirements of that permit. If the permit does not provide specific reporting or management response requirements for a given spill that may pollute State waters, the Division recommends that the responsible person report the spill in accordance with the procedures listed above.

This guidance only addresses reporting requirements under the Division's authority. The person or entity engaged in any operation or activity that results in a spill is responsible for any other applicable reporting requirements associated with the spill to other regulatory agencies.

Section 25-8-601(2), C.R.S. only addresses spill reporting to the Division. Section 25-8-202(7), C.R.S. provides certain water quality responsibilities to other state "implementing agencies." The Division's position is that, where a spill to the ground that may impact ground water only is fully and timely reported to an implementing agency having jurisdiction over that spill, the intent of section 601(2) has been fulfilled, and the spill need not also be reported to the Division. The Division suggests that the responsible person confirm with the implementing agency that a spill falls under the jurisdiction of the implementing agency at the time it is reported in order to avoid possible legal liability should it fall under the Division's jurisdiction.

IV. Division Examples of Non-Reportable Spills

The Division has identified the following examples of types of spills that are considered "non-reportable" under § 25-8-601(2), C.R.S. Documentation of such spills, including the information listed in section III.2.a – III.2.f above, should be maintained by the responsible person for Division review for a period of three years.

1. A spill to a generally impervious surface or structure (e.g., paved street/parking lot, storm sewer, warehouse floor, manhole, vault, concrete basement), or onto soils, that is fully contained in/on the impervious surface/structure or soils, or that is managed in a manner so that it will not reach State waters at the time of the spill or in the future. Such spills that are cleaned up within 24 hours will be considered by the Division to have no potential to reach State waters. However, even if such spills are not cleaned up within 24 hours, the responsible person may be able to "fully contain" or otherwise manage a spill such that it will not reach State waters. Where there is a sump pump present in a basement to which a spill occurred, the responsible person must establish that the pump did not discharge to State waters during the time between the start of the spill and the completion of clean-up in accordance with best management practices.
2. A spill or discharge that is managed consistent with best management practices that are established in accordance with a CDPS discharge permit or any Water Quality Control Commission-adopted control regulation related to spill management or reporting.
3. A spill of potable water from a public water system that does not reach surface waters.