



2880 International Circle, Suite 110  
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 www.elpasoco.com

**EL PASO COUNTY PLANNING AND  
 COMMUNITY DEVELOPMENT  
 DEPARTMENT**

**STORMWATER MANAGEMENT PLAN CHECKLIST**

Revised: July 2019

		Applicant	PCD
<b>1. STORMWATER MANAGEMENT PLAN (SWMP)</b>			
1	Applicant (owner/designated operator), SWMP Preparer, Qualified Stormwater Manager, and Contractor Information. (On cover/title sheet)	✓	
2	Table of Contents	✓	
3	Site description and location to include: vicinity map with nearest street/crossroads description	✓	
4	Narrative description of construction activities proposed (e.g., may include clearing and grubbing, temporary stabilization, road grading, utility / storm installation, final grading, final stabilization, and removal of temporary control measures)	✓	
5	Phasing plan – may require separate drawings indicating initial, interim, and final site phases for larger projects. Provide "living maps" that can be revised in the field as conditions dictate.	✓	
6	Proposed sequence for major activities: Provide a construction schedule of anticipated starting and completion dates for each stage of land-disturbing activity depicting conservation measures anticipated, including the expected date on which the final stabilization will be completed.	✓	
7	Estimates of the total site area and area to undergo disturbance; current area of disturbance must be updated on the SWMP as changes occur.	✓	
8	Soil erosion potential and impacts on discharge that includes a summary of the data used to determine soil erosion potential	✓	
9	A description of existing vegetation at the site and percent ground cover and method used to determine ground cover	✓	
10	Location and description of all potential pollution sources including but not limited to: disturbed and stored soils; vehicle tracking; management of contaminated soils; loading and unloading operations; outdoor storage of materials; vehicle and equipment maintenance and fueling; significant dust generating process; routine maintenance activities involving fertilizers, pesticides, herbicides, detergents, fuels, solvents, oils, etc.; on-site waste management; concrete truck/equipment washing; dedicated asphalt, concrete batch plants and masonry mixing stations; non-industrial waste such as trash and portable toilets	✓	
11	Material handling to include spill prevention and response plan and procedures.	✓	
12	Spill prevention and pollution controls for dedicated batch plants	✓	
13	Other SW pollutant control measures to include waste disposal and off site soil tracking	✓	
14	Location and description of any anticipated allowable non-stormwater discharge (ground water, springs, irrigation, discharge covered by CDPHE Low Risk Guidance, etc.)	✓	
15	Name(s) of ultimate receiving waters; size, type and location of stormwater outfall or storm sewer system discharge	✓	
16	Description of all stream crossings located within the project area or statement that no streams cross the project area	✓	
17	SWMP Map to include:		
17a	construction site boundaries	✓	
17b	flow arrows to depict stormwater flow directions	✓	
17c	all areas of disturbance	✓	
17d	areas of cut and fill	✓	
17e	areas used for storage of building materials, soils (stockpiles) or wastes	✓	
17f	location of any dedicated asphalt / concrete batch plants	✓	



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17g	location of all structural control measures	✓	
17h	location of all non-structural control measures	✓	
17i	springs, streams, wetlands and other surface waters, including areas that require maintenance of pre-existing vegetation within 50 feet of a receiving water	✓	
18	Narrative description of all structural control measures to be used. Modifications to EPC standard control measures must meet or exceed County-approved details.	✓	
19	Description of all non-structural control measures to be used including seeding, mulching, protection of existing vegetation, site watering, sod placement, etc.	✓	
20	Technical drawing details for all control measure installation and maintenance; custom or other jurisdiction's details used must meet or exceed EPC standards	✓	
21	Procedure describing how the SWMP is to be revised	✓	
22	Description of Final Stabilization and Long-term Stormwater Quality (describe nonstructural and structural measures to control SW pollutants after construction operations have been completed, including detention, water quality control measure etc.)	✓	
23	Specification that final vegetative cover density is to be 70% of pre-disturbed levels	✓	
24	Outline of permit holder inspection procedures to install, maintain, and effectively operate control measures to manage erosion and sediment	✓	
25	Record keeping procedures identified to include signature on inspection logs and location of SWMP records on-site	✓	
26	If this project relies on control measures owned or operated by another entity, a documented agreement must be included in the SWMP that identifies location, installation and design specifications, and maintenance requirements and responsibility of the control measure(s).	✓	
	<b>Please note: all items above must be addressed. If not applicable, explain why, simply identifying "not applicable" will not satisfy CDPHE requirement of explanation.</b>		
<b>2. ADDITIONAL REPORTS/PERMITS/DOCUMENTS</b>			
a	Grading and Erosion Control Plan (signed)		
b	Erosion and Stormwater Quality Control Permit (ESQCP) (signed)		
<b>3. Applicant Comments:</b>			
a			
b			
c			
<b>4. Checklist Review Certifications:</b>			




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a	<p><b>Engineer of Record:</b> The Stormwater Management Plan was prepared under my direction and supervision and is correct to the best of my knowledge and belief. Said Plan has been prepared according to the criteria established by the County and State for Stormwater Management Plans.</p> <p> Engineer of Record Signature</p> <p><u>11/23/20</u> Date</p>	✓	
b	<p><b>Review Engineer:</b> The Stormwater Management Plan was reviewed and found to meet the checklist requirements except where otherwise noted or allowed by an approved deviation request.</p> <p>_____ Review Engineer</p> <p>_____ Date</p>		



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**GRADING AND EROSION CONTROL PLAN CHECKLIST**

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<b>1. GRADING AND EROSION CONTROL PLAN</b>			
a	Vicinity map.	✓	
b	Adjacent city/town/jurisdictional boundaries, subdivision names, and property parcel numbers labeled.	✓	
c	North arrow and acceptable scale (1"=20' to 1"=100').	✓	
d	Legend for all symbols used in the plan.	✓	
e	Existing and proposed property lines. Proposed subdivision boundary for subdivision projects.	✓	
f	All existing structures.	N/A	
g	All existing utilities.	✓	
h	Construction site boundaries.	✓	
i	Existing vegetation (notes are acceptable in cases where there is no notable vegetation, only grasses/weeds, or site has already been stripped).	✓	
j	FEMA 100-yr floodplain.	N/A	
k	Existing and proposed water courses including springs, streams, wetlands, detention ponds, stormwater quality structures, roadside ditches, irrigation ditches and other water surfaces. Show maintenance of pre-existing vegetation within 50 feet of a receiving water.	✓	
l	Existing and proposed contours 2 feet or less (except for hillside).	✓	
m	Limits of disturbance delineating all anticipated areas of soil disturbance.	✓	
n	Identify and protect areas outside of the construction site boundary with existing fencing, construction fencing or other methods as appropriate.	✓	
o	Offsite grading clearly shown and called out.	N/A	
p	Areas of cut and fill identified.	✓	
q	Conclusions from soils/geotechnical report and geologic hazards report incorporated in grading design (slopes, embankments, materials, mitigation, etc.)	✓	
r	Proposed slopes steeper than 3:1 with top and toe of slope delineated. Erosion control blanketing or other protective covering required.	✓	
s	Stormwater flow direction arrows.	✓	
t	Location of any dedicated asphalt / concrete batch plants.	N/A	
u	Areas used for staging, storage of building materials, soils (stockpiles) or wastes. The use of construction office trailers requires PCD permitting.	✓	
v	All proposed temporary construction control measures, structural and non-structural. Temporary construction control measures shall be identified by phase of implementation to include "initial," "interim," and "final" or shown on separate phased maps identifying each phase.	✓	
w	Vehicle tracking provided at all construction entrances/exits. Construction fencing, barricades, and/or signage provided at access points not to be used for construction.	✓	
x	Temporary sediment ponds provided for disturbed drainage areas greater than 1 acre.	✓	
y	Dewatering operations to include locations of diversion, pump and discharge(s) as anticipated at time of design.	N/A	
z	All proposed temporary construction control measure details. Custom or other jurisdiction's details used must meet or exceed EPC standards.	✓	



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aa	Any offsite stormwater control measure proposed for use by the project and not under the direct control or ownership of the Owner or Operator.	N/A	
bb	Existing and proposed permanent storm water management facilities, including areas proposed for stormwater infiltration or subsurface detention.	✓	
cc	Existing and proposed easements (permanent and construction) including required off site easements.	✓	
dd	Retaining walls (not to be located in County ROW unless approved via license agreement). Design by P.E and building permit from Regional Building Department required for walls greater than or equal to 4 feet in height, series of walls, or walls supporting a surcharge.	N/A	
ee	Plan certified by a Colorado Registered P.E., with EPC standard signature blocks for Engineer, Owner and EPC.	✓	
ff	<p>Engineer's Statement (for standalone GEC Plan):            This Grading and Erosion Control Plan was prepared under my direction and supervision and is correct to the best of my knowledge and belief. Said Plan has been prepared according to the criteria established by the County for Grading and Erosion Control Plans. I accept responsibility for any liability caused by any negligent acts, errors or omissions on my part in preparing this plan.</p> <p>_____            Engineer of Record Signature                          Date</p>	N/A	
gg	<p>Engineer's Statement (for GEC Plan within Construction Drawing set):            These detailed plans and specifications were prepared under my direction and supervision. Said plans and specifications have been prepared according to the criteria established by the County for detailed roadway, drainage, grading and erosion control plans and specifications, and said plans and specifications are in conformity with applicable master drainage plans and master transportation plans. Said plans and specifications meet the purposes for which the particular roadway and drainage facilities are designed and are correct to the best of my knowledge and belief. I accept responsibility for any liability caused by any negligent acts, errors or omissions on my part in preparation of these detailed plans and specifications.</p> <p>_____            Engineer of Record Signature                          Date</p>	✓	
hh	<p>Owner's Statement (for standalone GEC Plan):            I, the owner/developer have read and will comply with the requirements of the Grading and Erosion Control Plan.</p> <p>_____            Owner Signature    Date</p>	✓	
ii	<p>Owner's Statement (for GEC Plan within Construction Drawing set):            I, the owner/developer have read and will comply with the requirements of the grading and erosion control plan and all of the requirements specified in these detailed plans and specifications.</p> <p>_____            Owner Signature    Date</p>	N/A	



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ii	<p>El Paso County (standalone GEC Plan):            County plan review is provided only for general conformance with County Design Criteria. The County is not responsible for the accuracy and adequacy of the design, dimensions, and/ or elevations which shall be confirmed at the job site. The County through the approval of this document assumes no responsibility for completeness and/ or accuracy of this document.            Filed in accordance with the requirements of the El Paso County Land Development Code, Drainage Criteria Manual Volumes 1 and 2, and Engineering Criteria Manual, as amended.</p>	✓	
	<p>In accordance with ECM Section 1.12, these construction documents will be valid for construction for a period of 2 years from the date signed by the El Paso County Engineer. If construction has not started within those 2 years, the plans will need to be resubmitted for approval, including payment of review fees at the Planning and Community Development Director's discretion.</p> <p>_____            County Project Engineer Signature                      Date</p>		
<b>2. ADDITIONAL REPORTS/PERMITS/DOCUMENTS</b>			
a	Soils report / geotechnical investigation as appropriate for grading/utilities/drainage/road construction.		
b	Use Agreement/easement between the Owner or Operator and other third party for use of all offsite grading or stormwater control measures, used by the owner or operator but not under their direct control or ownership.		
c	Floodplain Development Permit		
d	USACE 404/wetlands permit/mitigation plan		
e	FEMA CLOMR		
f	State Engineer's permit/Notice Of Intent to Construct		
g	Stormwater Management Plan (SWMP)	✓	
h	Financial Assurance Estimate (FAE) (signed)		
i	Erosion and Stormwater Quality Control Permit (ESQCP) (signed)		
j	Pre-Development Site Grading Acknowledgement and Right of Access Form (signed)		
k	Conditions of Approval met?		
<b>3. STANDARD NOTES FOR EL PASO COUNTY GRADING AND EROSION CONTROL PLANS</b>			
1	Stormwater discharges from construction sites shall not cause or threaten to cause pollution, contamination, or degradation of State Waters. All work and earth disturbance shall be done in a manner that minimizes pollution of any on-site or off-site waters, including wetlands.	✓	
2	Notwithstanding anything depicted in these plans in words or graphic representation, all design and construction related to roads, storm drainage and erosion control shall conform to the standards and requirements of the most recent version of the relevant adopted El Paso County standards, including the Land Development Code, the Engineering Criteria Manual, the Drainage Criteria Manual, and the Drainage Criteria Manual Volume 2. Any deviations from regulations and standards must be requested, and approved, in writing.	✓	



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3	A separate Stormwater Management Plan (SMWP) for this project shall be completed and an Erosion and Stormwater Quality Control Permit (ESQCP) issued prior to commencing construction. Management of the SWMP during construction is the responsibility of the designated Qualified Stormwater Manager or Certified Erosion Control Inspector. The SWMP shall be located on site at all times during construction and shall be kept up to date with work progress and changes in the field.	✓	
4	Once the ESQCP is approved and a "Notice to Proceed" has been issued, the contractor may install the initial stage erosion and sediment control measures as indicated on the approved GEC. A Preconstruction Meeting between the contractor, engineer, and El Paso County will be held prior to any construction. It is the responsibility of the applicant to coordinate the meeting time and place with County staff.	✓	
5	Control measures must be installed prior to commencement of activities that could contribute pollutants to stormwater. Control measures for all slopes, channels, ditches, and disturbed land areas shall be installed immediately upon completion of the disturbance.	✓	
6	All temporary sediment and erosion control measures shall be maintained and remain in effective operating condition until permanent soil erosion control measures are implemented and final stabilization is established. All persons engaged in land disturbance activities shall assess the adequacy of control measures at the site and identify if changes to those control measures are needed to ensure the continued effective performance of the control measures. All changes to temporary sediment and erosion control measures must be incorporated into the Stormwater Management Plan.	✓	
7	Temporary stabilization shall be implemented on disturbed areas and stockpiles where ground disturbing construction activity has permanently ceased or temporarily ceased for longer than 14 days.	✓	
8	Final stabilization must be implemented at all applicable construction sites. Final stabilization is achieved when all ground disturbing activities are complete and all disturbed areas either have a uniform vegetative cover with individual plant density of 70 percent of pre-disturbance levels established or equivalent permanent alternative stabilization method is implemented. All temporary sediment and erosion control measures shall be removed upon final stabilization and before permit closure.	✓	
9	All permanent stormwater management facilities shall be installed as designed in the approved plans. Any proposed changes that effect the design or function of permanent stormwater management structures must be approved by the ECM Administrator prior to implementation.	✓	
10	Earth disturbances shall be conducted in such a manner so as to effectively minimize accelerated soil erosion and resulting sedimentation. All disturbances shall be designed, constructed, and completed so that the exposed area of any disturbed land shall be limited to the shortest practical period of time. Pre-existing vegetation shall be protected and maintained within 50 horizontal feet of a waters of the state unless shown to be infeasible and specifically requested and approved.	✓	
11	Compaction of soil must be prevented in areas designated for infiltration control measures or where final stabilization will be achieved by vegetative cover. Areas designated for infiltration control measures shall also be protected from sedimentation during construction until final stabilization is achieved. If compaction prevention is not feasible due to site constraints, all areas designated for infiltration and vegetation control measures must be loosened prior to installation of the control measure(s).	✓	
12	Any temporary or permanent facility designed and constructed for the conveyance of stormwater around, through, or from the earth disturbance area shall be a stabilized conveyance designed to minimize erosion and the discharge of sediment off site.	✓	



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13	Concrete wash water shall be contained and disposed of in accordance with the SWMP. No wash water shall be discharged to or allowed to enter State Waters, including any surface or subsurface storm drainage system or facilities. Concrete washouts shall not be located in an area where shallow groundwater may be present, or within 50 feet of a surface water body, creek or stream.	✓	
14	During dewatering operations of uncontaminated ground water may be discharged on site, but shall not leave the site in the form of surface runoff unless an approved State dewatering permit is in place.	✓	
15	Erosion control blanketing or other protective covering shall be used on slopes steeper than 3:1	✓	
16	Contractor shall be responsible for the removal of all wastes from the construction site for disposal in accordance with local and State regulatory requirements. No construction debris, tree slash, building material wastes or unused building materials shall be buried, dumped, or discharged at the site.	✓	
17	Waste materials shall not be temporarily placed or stored in the street, alley, or other public way, unless in accordance with an approved Traffic Control Plan. control measures may be required by El Paso County Engineering if deemed necessary, based on specific conditions and circumstances.	✓	
18	Tracking of soils and construction debris off-site shall be minimized. Materials tracked off-site shall be cleaned up and properly disposed of immediately.	✓	
19	The owner/developer shall be responsible for the removal of all construction debris, dirt, trash, rock, sediment, soil, and sand that may accumulate in roads, storm drains and other drainage conveyance systems and stormwater appurtenances as a result of site development.	✓	
20	The quantity of materials stored on the project site shall be limited, as much as practical, to that quantity required to perform the work in an orderly sequence. All materials stored on-site shall be stored in a neat, orderly manner, in their original containers, with original manufacturer's labels.	✓	
21	No chemical(s) having the potential to be released in stormwater are to be stored or used onsite unless permission for the use of such chemical(s) is granted in writing by the ECM Administrator. In granting approval for the use of such chemical(s), special conditions and monitoring may be required.	✓	
22	Bulk storage of allowed petroleum products or other allowed liquid chemicals in excess of 55 gallons shall require adequate secondary containment protection to contain all spills onsite and to prevent any spilled materials from entering State Waters, any surface or subsurface storm drainage system or other facilities.	✓	
23	No person shall cause the impediment of stormwater flow in the curb and gutter or ditch except with approved sediment control measures.	✓	
24	Owner/developer and their agents shall comply with the "Colorado Water Quality Control Act" (Title 25, Article 8, CRS), and the "Clean Water Act" (33 USC 1344), in addition to the requirements of the Land Development Code, DCM Volume II and the ECM Appendix I. All appropriate permits must be obtained by the contractor prior to construction (1041, NPDES, Floodplain, 404, fugitive dust, etc.). In the event of conflicts between these requirements and other laws, rules, or regulations of other Federal, State, local, or County agencies, the most restrictive laws, rules, or regulations shall apply.	✓	
25	All construction traffic must enter/exit the site only at approved construction access points.	✓	
26	Prior to construction the permittee shall verify the location of existing utilities.	✓	
27	A water source shall be available on site during earthwork operations and shall be utilized as required to minimize dust from earthwork equipment and wind.	✓	





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28	The soils report for this site has been prepared by _____ and shall be considered a part of these plans.	✓	
29	At least ten (10) days prior to the anticipated start of construction, for projects that will disturb one (1) acre or more, the owner or operator of construction activity shall submit a permit application for stormwater discharge to the Colorado Department of Public Health and Environment, Water Quality Division. The application contains certification of completion of a stormwater management plan (SWMP), of which this Grading and Erosion Control Plan may be a part. For information or application materials contact:  Colorado Department of Public Health and Environment Water Quality Control Division WQCD – Permits 4300 Cherry Creek Drive South Denver, CO 80246-1530 Attn: Permits Unit	✓	
<b>4. Applicant Comments:</b>			
a			
b			
c			
<b>5. Checklist Review Certifications:</b>			
a	<p>Engineer of Record:            The Grading and Erosion Control Plan was prepared under my direction and supervision and is complete and correct to the best of my knowledge and belief. Said Plan has been prepared according to the criteria established by the County for Grading and Erosion Control Plans.</p> <p><i>[Signature]</i>            _____            Engineer of Record Signature</p> <p style="margin-left: 200px;"><u>2/08/21</u>            Date</p>		



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<b>b</b>	<b>Review Engineer:</b> The Grading and Erosion Control Plan was reviewed and found to meet the checklist requirements except where otherwise noted or allowed by an approved deviation request.		
	<hr/> Review Engineer _____ Date _____		