



How Do I Get a Utah Storm Water Construction Permit and SWPPP?

Step 1 - Which Permit do you Need

Common Plan Permit

- Single residential lot that disturbs less than one acre and is located in a subdivision that is an acre or greater is eligible for a Common Plan Permit.
- or

Construction General Permit

- Construction that disturbs 1 acre or more is required to get a Construction General Permit (CGP).

Step 2 - Access the Construction Stormwater Webpage

- Go to construction.stormwater.utah.gov For instructions, question's and link for an NOI.

<https://deq.utah.gov/water-quality/general-construction-storm-water-updes-permits>

Step 3 - USE THIS FORM FOR OUR AREA

This Form attached is for: Common Plan Permit "Single Residential Lot".

A uniform template for our region (St. George, Washington, Ivin's & Santa Clara).

or

Complete a Storm Water Pollution Prevention Plan (SWPPP) for 1 or more acres of land or less than an acre, but part of a larger common plan of development site. A qualified person is required for a 5 acre or larger site. (Stormwater SWPPP Writer, Engineer or Erosion Control specialist- see page 27 of the Construction General Permit CGP)

Step 4 - Obtain Permit Coverage - Notice of Intent (NOI)

<https://deq.utah.gov/water-quality/general-construction-storm-water-updes-permits>

What type of permit do I need?

General Permit	Common Plan Permit	Construction Dewatering / Hydrostatic Testing (CDHTs)
This permit covers all types of construction disturbances of an acre or more. This permit also covers non-residential disturbances less than an acre that are part of a common plan of development.	This permit covers disturbances of an acre or less on a single residential lot that were subdivided for separate sale after Oct. 1992.	Covers in-stream, surface-area, and groundwater dewatering, in addition to hydrostatic testing.

General Permit **Common Plan Permit** **Construction Dewatering**

How do Common Plans work?

Apply online

Use NeT CGP, the EPA's online system, to acquire permit coverage, terminate old permits, renew, or make changes to existing permits.

[NeT CGP Login](#) [Create New Account](#)

< Choose Tab on the DEQ Utah website

General Permit- Commercial or Common Plan Permit- for Residential

- 1- Scroll down to "Apply online", click "NeTCGP" or "Create New Account"
- 2- Login or create a new account. Type net, select **NeT: NPDES eReporting Tool**
- 3- Then select: **NeT-CGP: NeT-NPDES Stormwater Construction**
 - a. Select Role: Signatory (for signing authority)
 - b. Preparer (to view and prepare docs only)
- 4- Enter your Organization (Legal Business Name) (Identity process required)
- 5- Enter your Organization Info.
- 6- Pay fee for NOI under "Action"- Certify Form
Need help: [CDX Account setup Help line \(888\) 890-1995](#)

To Terminate the Permit Once Work is Complete

- Same procedure as NOI. Login <https://npdes-ereporting.epa.gov/net-cgp/action/login>
Select NOT and follow the instruction.

EPA Help Line Desk (877) 227-8965 for existing account



Southwest Utah Stormwater Coalition

St. George, Washington, Ivins, Santa Clara

COMMON PLAN PERMIT TEMPLATE

This form has been created for use in St. George, Washington, Ivins and Santa Clara City, Utah.
A template designed for easily creating your Storm Water Pollution Prevention Plan (SWPPP) for the
Common Plan Permits only (for Single Family Home use) and does not address SWPPP requirements
found in the CGP (Construction General Permit). Completed the template and submit to city.

SECTION 1 – PROJECT/OPERATOR INFORMATION

Subdivision/Project Name: _____ **Lot #:** _____

Address: _____

City: _____ **State:** Utah **Zip:** _____

UPDES Permit Tracking Number (Notice of Intent): _____

Owner/Builder? Yes ☐ No ☐ (If yes, just complete Property Owner information)

Property Owner: _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

Telephone Number: _____ **Email Address:** _____

General Contractor: _____ **Contact Person:** _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

Telephone Number: _____ **Email Address:** _____

SWPPP Preparation Date _____

To be completed by city:

SWPPP Reviewed By _____ Signature: _____

SWPPP Review Date _____



SECTION 2 - POLLUTION SOURCES/BEST MANAGEMENT PRACTICES (BMP)

1.	Is there a SWPPP sign on site? (see permit part 1.10) The sign must include the UPDES tracking number, the owner or general contractor name, phone number and email, and if the SWPPP is on-line, instructions on how to view it. The size requirement is to be readable from a publicly accessible point.	Required
2.	What perimeter controls will be used to prevent sediment from leaving the site? (permit part 2.1.1, 2.1.2 & 2.3) BMP(s): <input type="checkbox"/> Silt Fence <input type="checkbox"/> Berms <input type="checkbox"/> Staked straw wattles (fiber rolls) <input type="checkbox"/> Cut-back curb <input type="checkbox"/> Broom and shovel to keep the road, curb, gutter and sidewalk clean <input type="checkbox"/> Other:	Required, indicate preferred BMP(s)
3.	What track out control will be used to prevent dirt from being tracked on streets as vehicles leave the site? (see permit part 2.4.1) BMP(s): <input type="checkbox"/> Track out pad <input type="checkbox"/> Restrict access <input type="checkbox"/> Gravel delivery pad <input type="checkbox"/> Other:	Required, indicate preferred BMP(s)
4.	Are there critical or sensitive areas (such as preservation of the drip lines around trees, wetlands, 30 foot buffer zones by water bodies, etc.) located on or adjacent to the site? (see permit part 2.2) BMP(s): <input type="checkbox"/> Separate and isolate with environmental fencing <input type="checkbox"/> Add additional BMPs <input type="checkbox"/> Other:	Yes <input type="checkbox"/> No <input type="checkbox"/>
5.	Do you have storm drain inlets on or down gradient of this site? (see permit part 2.1.3) Protection must address the curb inlet opening (throat) as well as the grate. You must place rock sock (or equivalent) on the downhill side of your property to accumulate sediment in the curb and gutter. <u>Must be cleaned often.</u>	Yes <input type="checkbox"/> No <input type="checkbox"/>
6.	Will curb ramps be used at the site? (see permit part 2.4.2) If curb ramps are used it must be done with material [NOT DIRT] that will not wash away in storm water. BMP(s): <input type="checkbox"/> Wood ramp <input type="checkbox"/> Steel ramp <input type="checkbox"/> Other:	Yes <input type="checkbox"/> No <input type="checkbox"/>
7.	Will there be stockpiles or spoil piles on the site? Note: Select "Contained by other BMP" if another BMP on your site will contain runoff from the stockpiles. Materials that can be transported with precipitation must not be placed in the street. (see permit part 2.1.1) BMP(s): <input type="checkbox"/> Surrounded by staked/weighted straw wattles <input type="checkbox"/> Contained by other BMP Explain: <input type="checkbox"/> Other:	Yes <input type="checkbox"/> No <input type="checkbox"/>
8.	Does the project include installation of concrete, masonry, stucco, and paint (water based)? (see permit part 2.4.5 & 2.9.1) Wash water must be contained , the solids dried, and disposed of properly. BMP(s): <input type="checkbox"/> Rigid Washout kid pool (proper capacity) <input type="checkbox"/> Steel leak-proof dumpster <input type="checkbox"/> Regional washout (per development) <input type="checkbox"/> Lined depression on the lot <input type="checkbox"/> Other:	Yes <input type="checkbox"/> No <input type="checkbox"/>



9.	How will solid waste be dealt with on the site? (see permit part 2.4.3) Light trash in uncovered dumpsters can blow out and scatter with wind and rain may fall on uncovered leachable material in the dumpster and leak out the bottom causing pollutants to escape. BMP(s): <input type="checkbox"/> Bag lightweight trash <input type="checkbox"/> Leak proof dumpsters <input type="checkbox"/> Receptacles with lids <input type="checkbox"/> Other:	Required, indicate preferred BMP(s)
10.	Will there be a need to dispose of solvents, oil, fuel, etc. liquid waste? (see permit part 2.9) BMP(s): <input type="checkbox"/> Contain and remove from the site <input type="checkbox"/> Collected for reuse <input type="checkbox"/> Other:	Yes <input type="checkbox"/> No <input type="checkbox"/>
11.	How will sanitary waste be handled on the site? (see permit part 2.4.4) BMP(s): <input type="checkbox"/> Portable toilet(s) (must be staked down on dirt surface and have secondary containment) <input type="checkbox"/> Other:	Required, indicate preferred BMP(s)
12.	How will you minimize the discharge of pollutants from spills and leaks? (see permit part 2.8.3) BMP(s): <input type="checkbox"/> Use of drip pans <input type="checkbox"/> Spill response plan. <input type="checkbox"/> Spill kit <input type="checkbox"/> Other:	Required, indicate preferred BMP(s)
13.	Will there be a need to store construction materials on site? (see permit 2.8.2) Minimize the exposure of materials with a pollution risk (certain building and landscaping materials, fertilizers, pesticides, herbicides, detergents). BMP(s): <input type="checkbox"/> Store off-site <input type="checkbox"/> Store in framed house or enclosed container/trailer <input type="checkbox"/> Other:	Yes <input type="checkbox"/> No <input type="checkbox"/>
14	Is there a need for dust control on the site (regulatory or for practical reasons)? BMP(s): <input type="checkbox"/> Wetting with water <input type="checkbox"/> Other:	Yes <input type="checkbox"/> No <input type="checkbox"/>

SECTION 3 – SEQUENCE OF CONSTRUCTION ACTIVITY

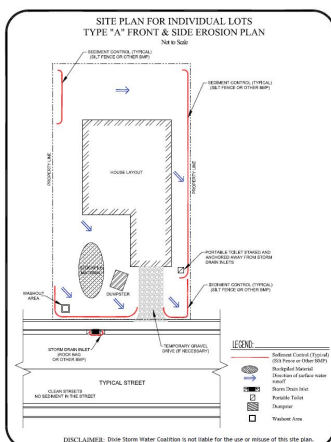
Type of Construction Activity	Approximate Start	End Date
Start/End of the Project		
Excavation activities		
Foundation/Footings		
Vertical Construction of Building		
Landscaping		



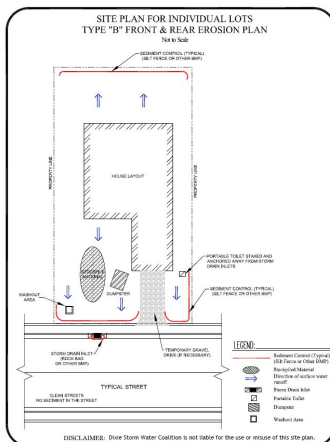
Examples of site maps included in this packet. Select which Site Plan you intend to use and follow as part of your Common Plan Permit: A, B, C or Own Site Plan

- ☐ Site Plan TYPE "A" Front & Side Erosion Plan
- ☐ Site Plan TYPE "B" Front & Rear Erosion Plan
- ☐ Site Plan TYPE "C" Front Erosion Plan
- ☐ Own Site Plan with Stormwater Best Management Practice (BMP) locations * (see below)

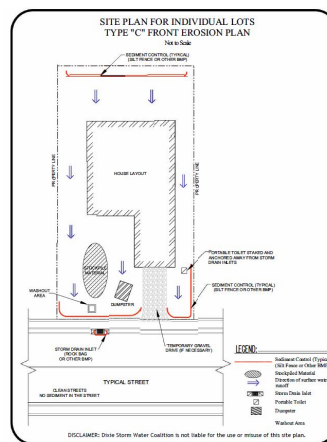
Type "A" (Page 13)



Type "B" (Page 14)



Type "C" (Page 15)



1. Boundaries of project/property
2. Boundaries of disturbance (including areas outside of property boundaries)
3. Show slopes on site (if there are steep areas show steep areas)
4. Location of structure/facilities
5. Locations of :
 - a. stockpiles for soil and material
 - b. construction supplies
 - c. portable toilet
 - d. garbage/trash containers
 - e. egress points/track out pads
 - f. concrete washout pits or containers
6. Water bodies, wetlands, natural vegetative buffers
7. Placement of all BMPs, perimeter, erosion control, sediment control, inlet protection, etc.
8. Storm water inlets and storm water discharge points (if storm water drains off the site)
9. Areas that will be temporarily or permanently stabilized on the site Front yards and on corner lot the front corner area. (pick one or the other)
10. Areas where disturbances will be delayed to minimize total exposed surface at one time.

SECTION 5 - POTENTIAL SOURCES OF POLLUTANTS

Potential sources of sediment to storm water runoff:

- Clearing and grubbing operations
- Grading and site excavation operations
- Vehicle tracking
- Topsoil stripping and stockpiling
- Landscaping operations

Potential pollutants and sources, other than sediment, to storm water runoff:

- Combined Staging Area—small fueling activities, minor equipment maintenance, sanitary facilities, and hazardous waste storage.
- Materials Storage Area—general building materials, solvents, adhesives, paving materials, paints, aggregates, trash, and so on.
- Construction Activity—paving, curb/gutter installation, concrete pouring/mortar/ stucco, and building construction
- Concrete Washout Area

The following are all potential construction site pollutants. See table below and insert your pollution prevention method. Mark "N/A" if not applicable.

Material/Chemical	Stormwater Pollutants	Common Location*	Your Pollution Prevention Methods
Concrete	Limestone, sand, pH, chromium	Curb and gutter, building construction	
Paints	Metal oxides, Stoddard solvent, talc, calcium carbonate, arsenic	Building construction	
Wood Preservatives	Stoddard solvent, petroleum distillates, arsenic, copper, chromium	Timber pads and building construction	
Hydraulic oil/fluids	Mineral oil	Leaks or broken hoses from equipment	
Gasoline	Benzene, ethyl benzene, toluene, xylene, MTBE	Secondary containment/staging area	
Diesel Fuel	Petroleum distillate, oil & grease, naphthalene, xylenes	Secondary containment/staging area	
Antifreeze/coolant	Ethylene glycol, propylene glycol, heavy metals (copper, lead, zinc)	Leaks or broken hoses from equipment	
Sanitary toilets	Bacteria, parasites, and viruses	Staging area	
*Area where material/chemical is used on-site			



SECTION 6 - SPILL PREVENTION AND RESPONSE PLAN

Describe the spill prevention and control plan to include ways to reduce the chance of spills, stop the source of spills, contain and cleanup spills, dispose of materials contaminated by spills, and train personnel responsible for spill prevention and control.

In addition to the following requirements, please add a description of your spill response plan for this site:

Any discharges in 24 hours equal to or in excess of the reportable quantities listed in 40 CFR 117, 40 CFR 110, and 40 CFR 302 will be reported to the National Response Center and the Division of Water Quality (DWQ) as soon as practical after knowledge of the spill is known to the permittee. The permittee shall submit within 14 calendar days of knowledge of the release a written description of: the release (including the type and estimate of the amount of material released), the date that such release occurred, the circumstances leading to the release, and measures taken and/or planned to be taken to the Division of Water Quality (DWQ), 288 North 1460 West, P.O. Box 144870, Salt Lake City, Utah 84114-4870.

The Storm Water Pollution Prevention Plan must be modified within 14 calendar days of knowledge of the release to provide a description of the release, the circumstances leading to the release, and the date of the release. In addition, the plan must be reviewed to identify measures to prevent the reoccurrence of such releases and to respond to such releases, and the plan must be modified where appropriate.

Minimum spill quantities requiring reporting:

Material	Media Released To	Reportable Quantity
Engine oil, fuel, hydraulic & brake fluid	Land	25 gallons
Paints, solvents, thinners	Land	100 lbs (13 gallons)
Engine oil, fuel, hydraulic & brake fluid	Water	Visible Sheen
Refrigerant	Air	1 lb
Antifreeze, battery acid, gasoline, engine degreasers	Air, Land, Water	100 lbs (13 gallons)

Emphasis to:

- 1st Priority:** Protect all people (including onsite staff)
- 2nd Priority:** Protect equipment and property
- 3rd Priority:** Protect the environment



Southwest Utah Stormwater Coalition

St. George, Washington, Ivins, Santa Clara

SPILL RESPONSE STEPS

1. **Make sure the spill area is "Safe To Enter"** and that it **does not pose an immediate threat** to health or safety of any person.
2. **Check for hazards** (flammable material, noxious fumes, cause of spill) – if flammable liquid, turn off engines and nearby electrical equipment. If serious hazards are present leave area and Call 911 for LARGE SPILLS WHICH ARE LIKELY TO PRESENT A HAZARD.
3. **Stop the spill source and contain flowing spills immediately** with spill kits, dirt or other material that will achieve containment.
4. **Call for assistance**, co-workers and/or supervisor, and to make them aware of the spill and potential dangers
5. If **spilled material has entered a storm drain/ sewer, regardless of containment; contact the City Storm Water Division.**
6. **Cleanup all spills** (flowing or non-flowing) immediately following containment. Clean up spilled material according to manufacturer specifications, for liquid spills use absorbent materials AND DO NOT BURY THE SPILL OR FLUSH THE AREA WITH WATER.
7. Properly dispose of cleaning materials and used absorbent material according to manufacturer specifications.
8. **Report the spill to the jurisdiction of the incident.** See contact information below.

STORM WATER HOTLINE			
(435) 634-5730 Washington County Sheriff Non-Emergency			
911 HAZMAT EMERGENCY			
(435) 627- 4300 St. George City Police Non-Emergency			
St. GEORGE CITY		WASHINGTON CITY	
Public Works- Storm Water Dept.	(435) 627-4142 (435) 627-4125	Public Works Storm Water Dept.	(435) 656-6317
IVINS CITY		SANTA CLARA CITY	
Public Works Storm Water Dept.	(435) 634-0689	Public Works Storm Water Dept.	(435) 656-4690 opt. 2 (435) 673-6712

SECTION 7 - SWPPP, INSPECTIONS AND CORRECTIVE ACTION REPORTS

Inspection Schedule and Procedures: The permit requires inspections once a week (see permit Part 3). You must inspect your BMPs on how effective they are, fill out a report of the inspection and submit to the city, which may require approved software. You may be required to maintain, modify, remove, or apply/install more or different BMPs to control pollutants on the site.

Describe the general procedures for correcting problems when they are identified. Include responsible staff and time frames for making corrections:

Inspections and Corrective Actions: All inspections and corrective actions must be logged using the city approved software or written report

SECTION 8 - TRAINING OF SUB-CONTRACTORS

All sub-contractors, installers of utility connections, and others that perform activities that are affected by permit requirements will be informed about permit requirements that pertain to their scope of work. Contractors/Operators are responsible for all subcontractors and pollutants they generate, such as sediment, garbage, washout waste, etc. Sub-contractors that have been informed of the permit requirements:

Contractor	Date	Topic(s) Covered	Initials of Trainer
Excavator			
Concrete			
Paint			
Stucco			
Landscaper			
Other:			
Other:			

SECTION 9 - CHANGES TO THE SWPPP

Changes must be documented in the SWPPP and/or site map within a week of the change (See permit part 4.2.13).



SECTION 10 – RECORD KEEPING

The following items should be kept at the project site or electronic copy for inspectors to review. Records must be kept for a minimum of three years from the termination of the project:

1. A copy of the Common Plan Permit
2. The signed and certified NOI form
3. Inspection reports

SECTION 11 – DISCHARGE INFORMATION

Does your project/site discharge storm water into a Municipal Separate Storm Sewer System (MS4)? Yes

Municipal Storm Drain System receiving the discharge from the construction project:

☐ St. George ☐ Washington ☐ Ivins ☐ Santa Clara

Receiving Waters (look up <https://wq.deq.utah.gov/> to identify your receiving water body). If you discharge to a MS4 you may need to contact them to determine the receiving water that their system outfalls to.

Please check the box of the of the closest receiving water body to your project and the approximate distance.

☐ Virgin River Approximate Distance: _____

☐ Santa Clara River Approximate Distance: _____

☐ Fort Pierce Wash Approximate Distance: _____

Impaired Surface Water	Is this surface water impaired?	Pollutant(s) causing the impairment	Has a TMDL been completed?
Virgin River	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Temperature; Boron; Total Dissolved Solids	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No 303d impaired, not completed to address all.
Santa Clara River	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Arsenic; Temperature; Total Dissolved Solids, Boron	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Currently not prioritized for TMDL Water with DWQ
Fort Pierce Wash	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Total Dissolved Solids	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No 303d impaired



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SECTION 12 – NOTICE OF TERMINATION

Once construction is complete, you must request an Notice of Termination (NOT) for the State of Utah Department of Environmental Quality (DEQ) prior to requesting your Notice of Termination and Certificate of Occupancy inspections from the city.

How to file an NOT: <https://deq.utah.gov/water-quality/general-construction-storm-water-updes-permits>

Link to submit an NOT: <https://npdes-ereporting.epa.gov/net-cgp/action/login>

To terminate: Construction BMP's must be removed (portable toilets, dumpsters, inlet protection, concrete washout, construction equipment, etc.) The city will inspect for evidence of track-out in the public right-of-way and insure the site is properly cleaned. If landscape is not complete at the time of Notice of Termination and Certificate of Occupancy inspections, check with your local jurisdiction to determine landscape requirements.

SECTION 13 – DELEGATION (IF ANY)

Complete the following information if you want to assign authority or you are having someone make decisions on the contractor's behalf. Duly Authorized Representatives or Positions:

Company/Organization:

Name:

Position:

Address:

City:

State:

Zip:

Telephone:

Email:

Title:

Owner/General Contractor Name:

Signature:

Date:

Third Party Inspector/Representative Name:

Title:

Signature:

Date:

SWPPP Writer Company & Name:

Contact Information (email & phone #)

SWPPP Inspector Company & Name:

Contact Information (email & phone #)



SECTION 14 - CERTIFICATION AND NOTIFICATION

OWNER

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Name:

Title:

Signature:

Date:

GENERAL CONTRACTOR

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Name:

Title:

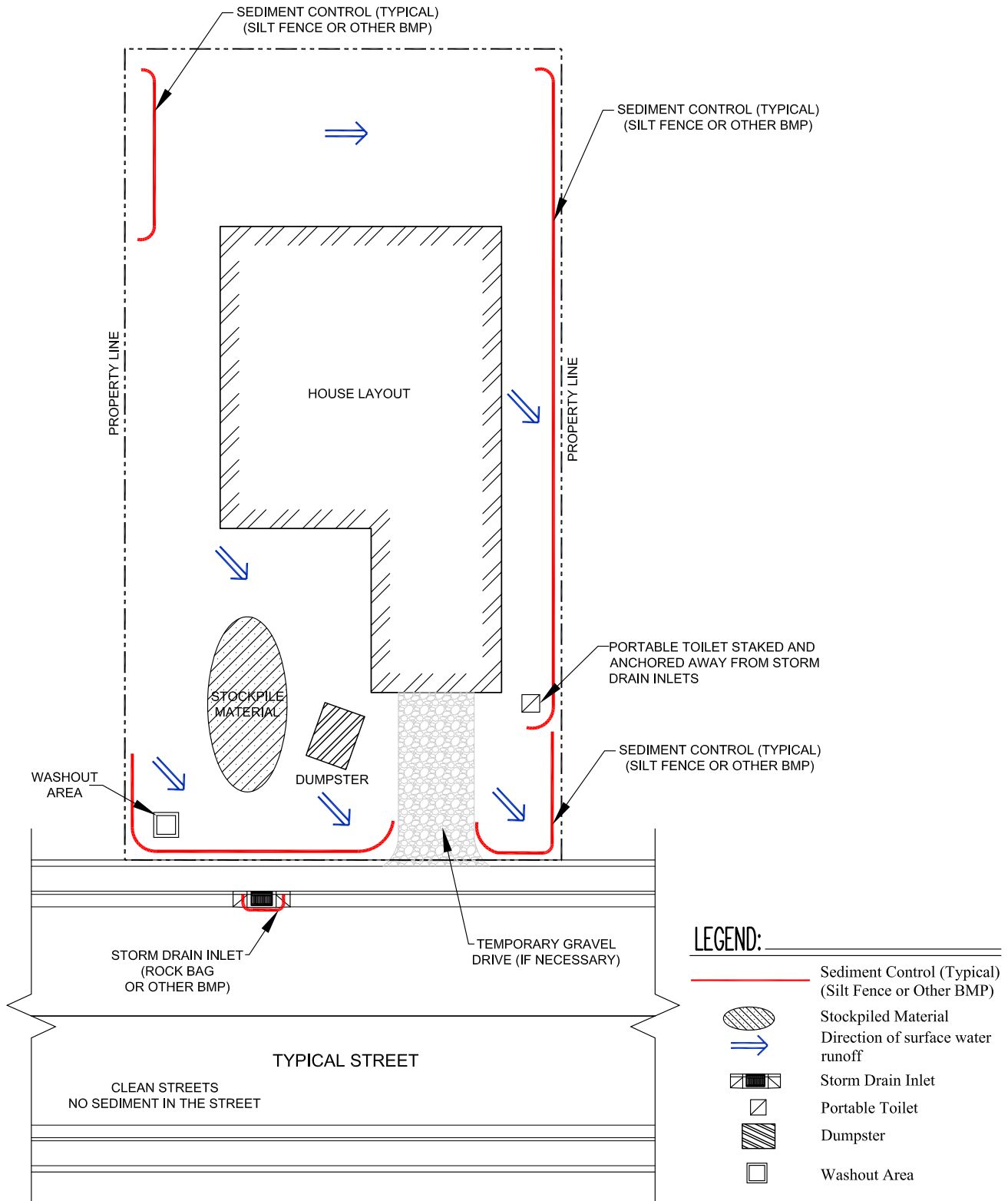
Signature:

Date:

APPENDIX A: SWPPP Site Maps

SITE PLAN FOR INDIVIDUAL LOTS TYPE "A" FRONT & SIDE EROSION PLAN

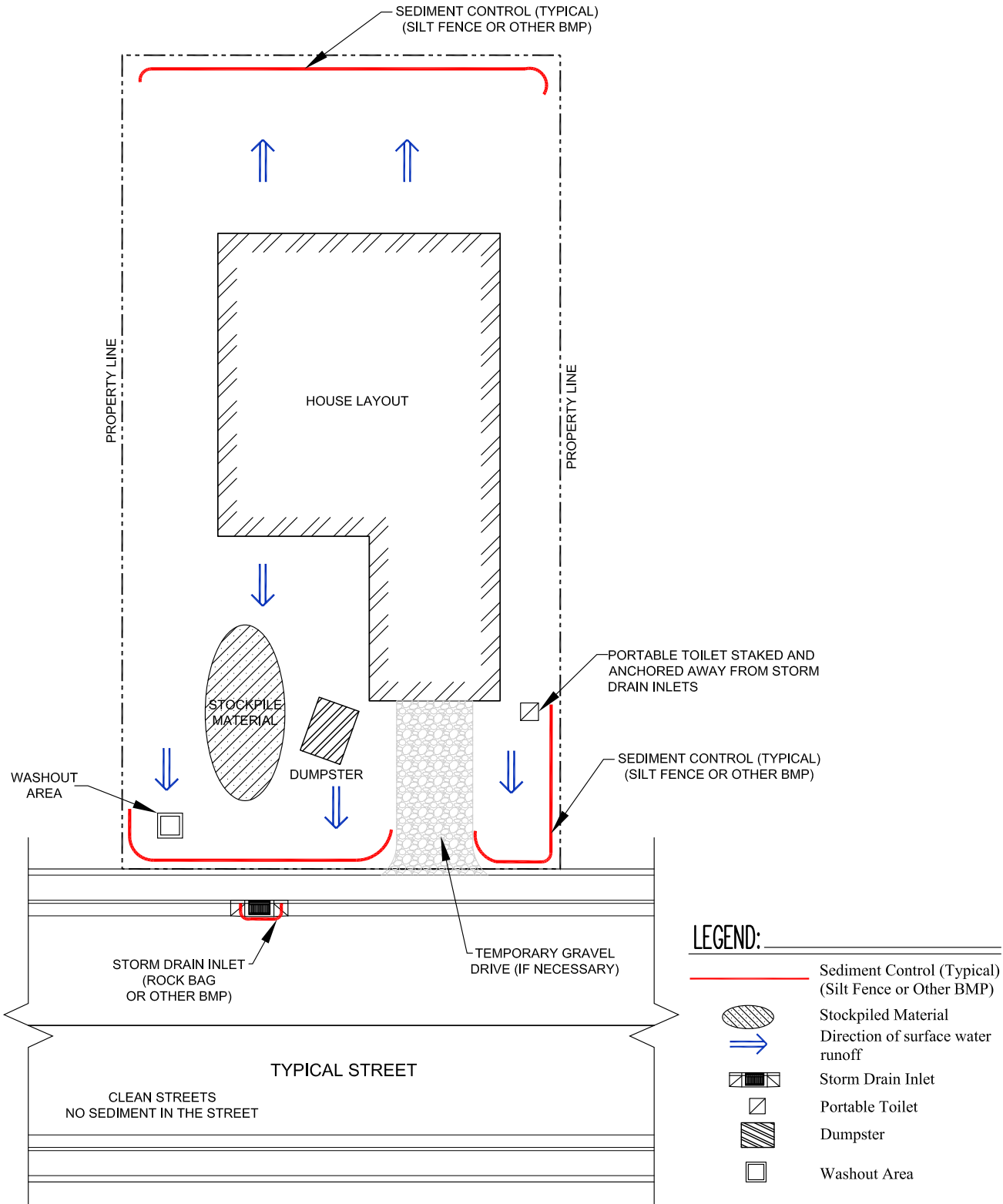
Not to Scale



DISCLAIMER: Southwest Utah Storm Water Coalition is not liable for the use or misuse of this site plan.

SITE PLAN FOR INDIVIDUAL LOTS TYPE "B" FRONT & REAR EROSION PLAN

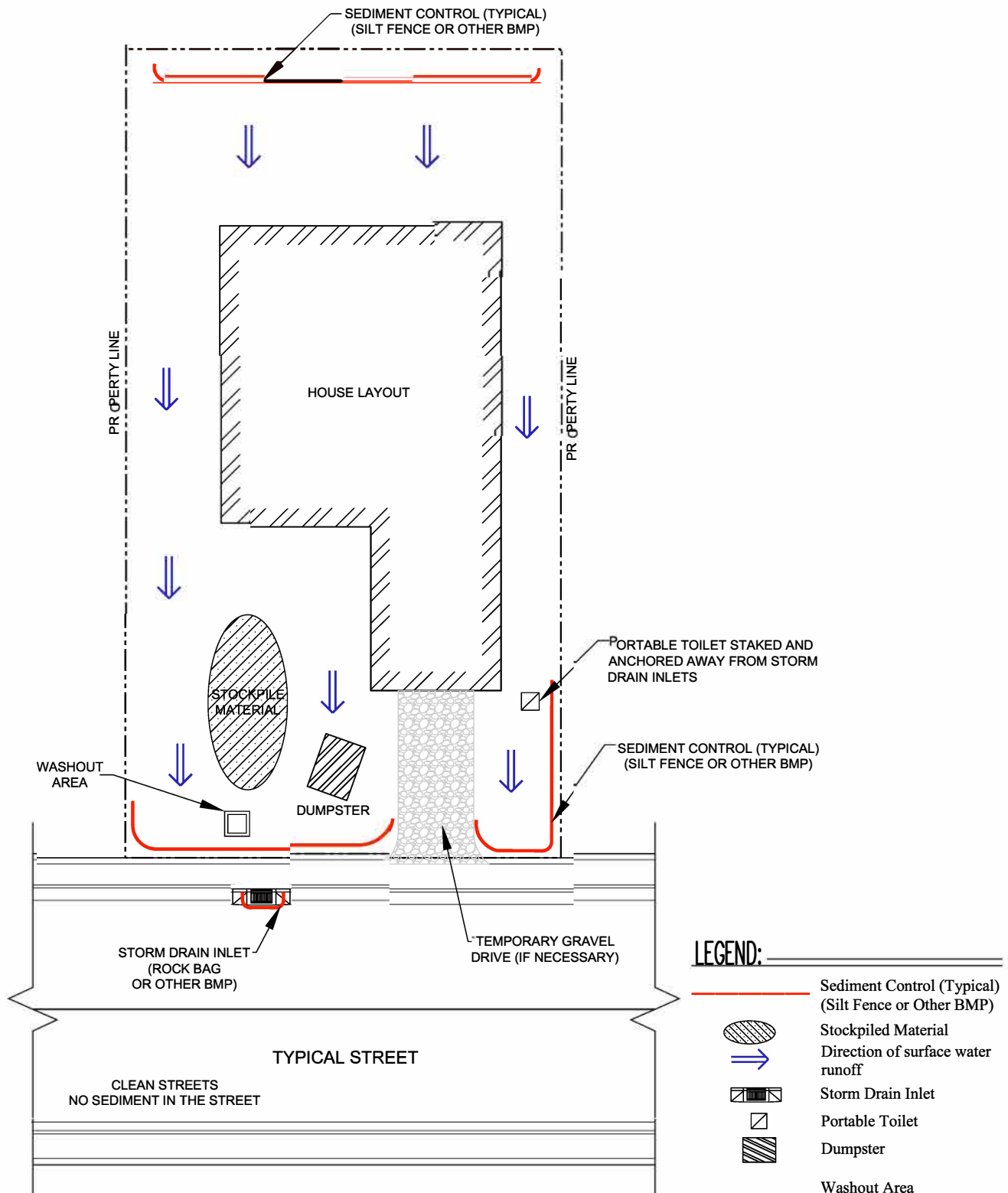
Not to Scale



DISCLAIMER: Southwest Utah Storm Water Coalition is not liable for the use or misuse of this site plan.

SITE PLAN FOR INDIVIDUAL LOTS TYPE "C" FRONT EROSION PLAN

Not to Scale



DISCLAIMER: Southwest Utah Storm Water Coalition is not liable for the use or misuse of this site plan.



Include BMPs inspected even if they are in good condition. Corrections must be completed before the next weekly inspection.

[illegible]

[illegible]

LOCAL MUNICIPAL STORM WATER CONTACTS

MUNICIPALITY	STORM WATER Department	CONTACT	SWPPP INSPECTION PROGRAM	SUBMIT TO:
ST GEORGE CITY 175 East 200 North St. George UT 84770	Public Works- Engineering Stormwater Department	(435) 627-4000 (435) 627-4055	City Inspect is the Permit & Inspection reporting software	Forms & Submission: https://stg.cityinspect.com/login To create an account: https://utah.cityinspect.com/register?registration_id=ph2Ry8lwNI City Website: https://sgcityutah.gov/
WASHINGTON CITY 1305 E Washington Dam Road, Washinton UT 84780	Public Works- Stormwater Department	(435) 656-6317	Email	Forms & Submission: https://washington.cityinspect.com/login To create an account in City Inspect: https://utah.cityinspect.com/register?registration_id=T3BSS73qal Contact for questions: John Hehnke jhehnke@washingtontcity.org or Ross Romero rromero@washingtontcity.org
IVINS CITY 85 N Main ST Ivins UT 84738	Public Works- Stormwater Department	(435) 634-0689	Email	Forms: https://ivinsutah.gov/ivins-city-forms/ Residential Building Permit Online Submit to Marty Thomas at: mthomas@ivinsutah.gov
SANTA CLARA CITY 2603 Santa Clara Drive, Santa Clara, UT 84765	Public Works- Stormwater Dept.	(435) 673-6712	City Inspect is the permit & Inspection reporting software	https://www.santaclarautah.gov/public-works/ Forms & Submission: https://city.cityinspect.com/login To create an account in City Inspect: https://utah.cityinspect.com/register?registration_id=ph2Ry8lwNI