



Construction Activity Permit ▪ Site Plan Review Checklist

Development Services Center ▪ 385 Kimbark St. Longmont CO 80501 ▪ 303-651-8330

Permit Number:

Project Name:

The following information must be submitted by the permittee and approved by the City before the Construction Activity Permit associated with Stormwater will be issued.

Vicinity Map

A small map showing the location of the site in the relation to the surrounding area must include the following information.

- Identify the location and label major roadways, geographic features and landmarks.
- Identify the limits of the site (permitted area).

Site Map

A site map for stormwater management control must clearly show the following information. Multiple maps may be used.

- Project name, north arrow, scale, and names of adjacent streets.
- Limits of the site (permitted area). All construction activity and BMPs, except inlet protection, must be within the permitted area.
- Limits of disturbance.
- Location and type of all existing and proposed waterways, including drainage ways, channels, swales, creeks, streams, wetlands, lakes, ponds, and water wells on and near the site.
- Location and type (on-gradient or sump conditions) of all existing and proposed storm drain inlets on the site and the first inlets downstream from the site. Indicate where they discharge to.
- Location and type of all existing and proposed buildings and infrastructure, such as paved areas, parking facilities, streets, sidewalks, curb/gutter, and utilities.
- Delineation of pre (historic or existing) and post (proposed) development drainage areas, number of acres, and the approximate gradient and direction of flow for each drainage area (contours, spot elevations).
- Location, type and description of all existing and proposed post-construction or permanent BMPs and water quality features, including any low impact development (LID) practices. Indicate where they discharge to.
- Location and type of all pollution sources for the duration of construction, such as disturbed soil, stock piles, portable toilets, concrete washouts, material storage, equipment, fueling, trash, masonry operations, etc.
- Location of all potential critical areas, such as slopes or work in waterways.
- Location of any run-on from adjacent areas.
- Location of all dewatering operations. Indicate where they discharge to.

- Location and type of all structural and non-structural BMPs used to control the pollution sources. The BMPs must be appropriate for the pollution sources and are evaluated as primary and secondary controls. BMPs may include surface roughening, temporary vegetation, mulching, erosion control blanket, soil binder, earthen ditch/berm, check dam, silt fence, sediment control log, straw wattle, straw bale, rock sock, inlet protection, vehicle tracking control, stabilized staging area, street sweeping, secondary containment, parking control, temporary stream crossing, securing portable toilet, spill/leak procedures, sediment basin/trap, etc.
- Location of areas NOT to be disturbed.
- Indicate how each phase of development or construction will address stormwater management controls. Mass grading and vertical construction are examples of construction phases. Provide additional maps as necessary.

Associated information

The following information must be submitted and additional information may be requested.

- Provide standard details for all proposed BMPs.
- Provide stormwater management notes on the plan and/or the construction documents.
- Other:

Approved by, signature

Date