



Memorandum

CITY OF HENDERSON
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PUBLIC WORKS ENGINEERING
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TO: Development Community

FROM: Albert J. Jankowiak, P.E., CFM *AJ*

DATE: June 11, 2009

SUBJECT: Revisions to Grading Permit Application Process

The City of Henderson (the City) has adopted a new stormwater ordinance to manage the discharge of pollutants into the storm drain system and the Las Vegas Wash from active construction sites. The ordinance require best management practices (BMP's) to be implemented to control the discharge of pollutants to the public storm drain system and establish the authority for City inspectors to conduct inspections, thereby ensuring that BMP's are effective and that structural BMP's are installed and maintained adequately. The ordinance outlines the progressive enforcement actions that the City will take for violations and establishes fees to offset the costs associated with implementing the inspection program. Following is an outline of the project submittal, inspection, and termination requirements for active construction sites:

Submittal Requirements

- Copy of Notice of Intent (NOI) and receipt showing fees paid, or copy of letter from NDEP authorizing coverage under General Construction Permit.
- Construction Inspection fees of \$105 per acre as identified on grading permit application checklist (inspection fees do not apply to projects less than one acre).
- Copy of completed "Construction Permit Submittal Checklist" from *Las Vegas Valley Construction Site Best Management Practices Guidance Manual*.
- Copy of completed "Performance Standards Compliance Checklist" from *Las Vegas Valley Construction Site Best Management Practices Guidance Manual*.

Inspection Requirements

- A Storm Water Pollution Prevention (SWPP) inspection must be scheduled prior to issuance of the grading permit. The inspection may be scheduled by calling (702) 267-3144. Please have your permit type and number ready for the operator. The inspection code to request is a 2720.
- Regular inspections will be automatically scheduled for a project site after the first inspection is completed.

- Each inspection will review the installation methods and maintenance condition of the BMP's.
- Examination of the Storm Water Pollution Prevention Plan if necessary.

Site Termination Requirements

- Copy of the Notice of Termination (NOT) issued by NDEP must be submitted prior to final bond release.

The new submittal, inspection, and termination requirements will become effective on July 1, 2009. If there are any questions regarding the new requirements please contact Albert Jankowiak at 702-267-3024.

LAS VEGAS VALLEY STORMWATER QUALITY MANAGEMENT PROGRAM

CONSTRUCTION PERMIT SUBMITTAL CHECKLIST

(Applies to all Grading, Site Development, Building, and Encroachment Permits and plans including Final, Parcel, Subdivision, Site Drainage and Erosion and Sediment Control Plans)

Owner / Operator (applicant) Information

Name: _____

Phone: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Project Name: _____

Project Address/Location: _____

Signature: _____ Date: _____

Total planned area of land disturbance = _____ acres (should match grading permit application).

If the area of land disturbance is one acre or more, the applicant must submit a copy of their Notice of Intent (NOI) to Nevada Division of Environmental Protection (NDEP) to be regulated under Stormwater General Permit NVR100000 and submit a copy of the receipt for payment of the annual fee or the letter of authorization from NDEP (address attached). Once payment has been received by NDEP, the applicant is immediately covered under the State's permit.

- 1. Copy of NOI attached
- 2. Copy of receipt or letter of authorization from NDEP attached

By submitting a copy of the NOI and the receipt or authorization from NDEP, the applicant acknowledges that they are aware of the requirements set forth in the State's General Permit and have developed and will implement a site specific Stormwater Pollution Prevention Plan (SWPPP). The applicant further acknowledges that they are aware of the Las Vegas Valley Construction Site BMP Guidance Manual and the required performance standards set forth in Section 3.2 of the manual. To ensure compliance with these performance standards, the applicant shall submit a completed Performance Standards Compliance Checklist, indicating the BMPs that implement standards 1 – 12. It is recommended that the applicant also attach a copy of the checklist to their SWPPP.

Copy of Performance Standards Compliance Checklist attached

Yes No

Were calculations required for sizing of diversion channels and/or sediment retention basins? If the answer is yes, pursuant to NRS 625.565, a Nevada Registered Professional Engineer must review and stamp plans, such as grading plans and reports that require engineering calculations.

In addition to the submittal requirements specified above and in the ordinances, the following shall be included as a set of standard notes to be depicted on all site plans that disturb one acre or larger.

Standard notes from Section 3.5 of the Las Vegas Valley Construction Site BMP Guidance Manual on design plans

To submit a Notice of Intent (NOI) contact:

Nevada Division of Environmental Protection
Bureau of Water Pollution Control
901 South Stewart Street
Suite 4001
Carson City, NV 89701-5249

Phone: (775) 687-9429

Fax: (775) 687-4684

Web: <http://ndep.nv.gov/bwpc/index.htm>

LAS VEGAS VALLEY STORMWATER QUALITY MANAGEMENT PROGRAM

PERFORMANCE STANDARDS COMPLIANCE CHECKLIST

The checklist that follows identifies the BMPs that can be used at construction sites to meet each of the Performance Standards of the Las Vegas Valley Construction Site BMP Guidance Manual (BMP Guidance Manual). You must select at least one BMP for each performance standard to meet the minimum requirements. Please refer to the BMP Guidance Manual to assist you in selecting BMPs for your site. It is the responsibility of the person who fills out this checklist to ensure that the BMPs selected are included in the contract bid documents and implemented at the site. If your project or site has characteristics that make meeting a performance standard infeasible or inapplicable (e.g. size of site, slope of site), please explain these characteristics at the bottom of the form.

Owner / Operator (applicant) and Project Information

Name: _____ Phone: _____
 Address: _____
 City: _____ State: _____ Zip Code: _____
 Project Name: _____
 Project Address/Location: _____

 Signature: _____ Date: _____

Performance Standard	Check if Selected	BMPs	Comments
1- Schedule construction and minimize clearing and grading	<input type="checkbox"/>	PL-1 Site Design	
	<input type="checkbox"/>	PL-2 Scheduling	
	<input type="checkbox"/>	PL-3 Phased Construction	
	<input type="checkbox"/>	PL-4 Topsoil Reuse	
	<input type="checkbox"/>	EC-3 Protection of Trees and Vegetation in Construction Area	
	<input type="checkbox"/>	Other	
	<input type="checkbox"/>	N/A	
2- Stabilize disturbed areas	<input type="checkbox"/>	EC-1 Erosion Control Mats	
	<input type="checkbox"/>	EC-2 Mulching	
	<input type="checkbox"/>	EC-7 Dust Control	
	<input type="checkbox"/>	EC-12 Surface Roughening	
	<input type="checkbox"/>	SPC-6 Revegetation	
	<input type="checkbox"/>	Other	
	<input type="checkbox"/>	N/A	
3- Protect slopes	<input type="checkbox"/>	EC-9 Diversion Dikes	
	<input type="checkbox"/>	EC-4 Pipe Slope Drains	
	<input type="checkbox"/>	EC-12 Surface Roughening	
	<input type="checkbox"/>	EC-7 Dust Control	
	<input type="checkbox"/>	EC-1 Erosion Control Mats	
	<input type="checkbox"/>	SPC-6 Revegetation	
	<input type="checkbox"/>	SPC-1 Organic Filter Barriers	
	<input type="checkbox"/>	SPC-2 Sand Bag Barrier	
	<input type="checkbox"/>	SPC-3 Gravel Filter Berms	
	<input type="checkbox"/>	Other	
	<input type="checkbox"/>	N/A	
4- Design conveyance for non-erosive velocities	<input type="checkbox"/>	EC-9 Diversion Dikes	
	<input type="checkbox"/>	SPC-4 Check Dams	
	<input type="checkbox"/>	EC-11 Outlet Protection	
	<input type="checkbox"/>	Other	
	<input type="checkbox"/>	N/A	

Performance Standard	Check if Selected	BMPs	Comments
5- Protect waterways, natural drainages and storm drains	<input type="checkbox"/>	PL-1 Site Design	
	<input type="checkbox"/>	EC-9 Diversion Dikes	
	<input type="checkbox"/>	EC-3 Protection of Trees and Vegetation	
	<input type="checkbox"/>	SPC-1 Organic Filter Barriers	
	<input type="checkbox"/>	SPC-2 Sand Bag Barriers	
	<input type="checkbox"/>	SPC-3 Gravel Filter Berms	
	<input type="checkbox"/>	SPC-5 Silt Fence	
	<input type="checkbox"/>	SPC-8 Temporary Stream Crossing	
	<input type="checkbox"/>	EC-11 Outlet Protection	
	<input type="checkbox"/>	SPC-7 Storm Drain Inlet Protection	
	<input type="checkbox"/>	Other	
<input type="checkbox"/>	N/A		
6- Install sediment traps and retain sediment caused by erosion on site	<input type="checkbox"/>	SPC-4 Check Dams	
	<input type="checkbox"/>	SPC-1 Organic Filter Barrier	
	<input type="checkbox"/>	SPC-2 Sand Bag Barrier	
	<input type="checkbox"/>	SPC-3 Gravel Filter Berm	
	<input type="checkbox"/>	SPC-5 Silt Fence	
	<input type="checkbox"/>	SPC-9 Temporary Sediment Traps	
	<input type="checkbox"/>	SPC-8 Temporary Sediment Basins	
	<input type="checkbox"/>	Other	
<input type="checkbox"/>	N/A		
7- Remove accumulated sediment	<input type="checkbox"/>	Use Standard Note No. 5 located on CONSTRUCTION PERMIT SUBMITTAL CHECKLIST)	
	<input type="checkbox"/>	Other	
	<input type="checkbox"/>	N/A	
8- Control site entrances and exits	<input type="checkbox"/>	EC-5 Stabilized Construction Entrance	
	<input type="checkbox"/>	EC-6 Construction Road Stabilization	
	<input type="checkbox"/>	SPC-11 Construction Entrance/Exit Tire Wash	
	<input type="checkbox"/>	GH-6 Road Sweeping/Trackout Cleaning	
	<input type="checkbox"/>	Other	
<input type="checkbox"/>	N/A		
9- Manage materials and wastes	<input type="checkbox"/>	GH-2 Solid Waste Management	
	<input type="checkbox"/>	GH-5 Spill Containment Plan	
	<input type="checkbox"/>	Other	
<input type="checkbox"/>	N/A		
10- Manage equipment and vehicles	<input type="checkbox"/>	GH-3 Equipment Maintenance Procedures	
	<input type="checkbox"/>	GH-4 Designated Washdown Area	
	<input type="checkbox"/>	Other	
	<input type="checkbox"/>	N/A	
11- Stabilization of inactive disturbed areas	<input type="checkbox"/>	PL-4 Topsoil Reuse	
	<input type="checkbox"/>	EC-2 Mulching	
	<input type="checkbox"/>	EC-7 Dust Control	
	<input type="checkbox"/>	SPC-6 Revegetation	
	<input type="checkbox"/>	Other	
<input type="checkbox"/>	N/A		

Explanation why performance standard(s) cannot be met:
