COSESCO Permit Application

Construction Site Erosion & Sediment Control Ordinance

Job Address: _____

Legal Description: _____

NPDES General Permit No. 2 coverage for this site is listed under the **NPDES Permit Discharge Authorization Number**: _____

Applicant Name: _____

(Party responsible for SWPPP & State NPDES General Permit No. 2)

Applicant's Mailing Address

Street: _____ **City/State:** _____

ZIP Code: _____ **Email Address:** _____

Phone Number: _____

COSESCO Permit: _____ (City staff will issue)

After reading the CONSTRUCTION SITE EROSION & SEDIMENT CONTROL ORDINANCE (COSESCO) it is understood that the above party is responsible for maintaining best management practices (BMP) control measures and a Stormwater Pollution Prevention Plan (SWPPP) applicable to the site. A construction site entrance that prevents off-site tracking is required and all waste that may adversely impact water quality will be managed in compliance with all applicable state or federal permit requirements. The fee charged for this permit includes the charge for the first site visit.

ACKNOWLEDGEMENT

I declare that to the best of my knowledge, all of the information given in this application is true and correct. I acknowledge I will receive written correspondence by email as a primary means of communication and by standard United States Postal Mail as a secondary means of communication between the City of Waukee and applicant. I agree that all work done under this permit will be done in compliance with all applicable City of Waukee codes, ordinances, rules and regulations. I acknowledge it is my responsibility to notify the City of Waukee in writing should the contact information on this application change. I certify I have read and received a copy of the City of Waukee Municipal Code Chapter 204B: COSESCO (Waukee.org/documentcenter/home/view/139).

Applicant Signature: _____ **Date:** _____

Waukee
THE KEY TO GOOD LIVING

CONSTRUCTION SITE SWPPP REVIEW CHECKLIST

SWPPP Manager Name: _____ **Phone #:** _____

Engineer/Designer for Project: _____

Signature of SWPPP Designer: _____ **Date:** _____

City Staff Will Complete

Reviewed By: _____ **Date:** _____

REQUIRED DOCUMENTS & NOTIFICATION

☐ By checking this box, I am providing the Transfer of Responsibility signed for this project site.

☐ By checking this box, I am acknowledging that this site is utilizing another entity's General Permit #2. The remainder of the checklist is not required.

Signature: _____ **Date:** _____

Included for Review:

Yes	No	N/A	
☐	☐	☐	Notice of Intent
☐	☐	☐	Owner's Contact Information
☐	☐	☐	Contact Information for the Actual Construction Site
☐	☐	☐	Contact Information for Co-Permittees (operators or contractors)
☐	☐	☐	Owner Certification and Signature
☐	☐	☐	SWPPP prepared prior to submittal of NOI
☐	☐	☐	SWPPP will be implemented when construction commences
☐	☐	☐	NOI will be incorporated into SWPPP
☐	☐	☐	SWPPP in compliance with IDNR GP #2
☐	☐	☐	Public Notice Requirements Met
☐	☐	☐	IDNR Letter of Authorization
☐	☐	☐	Stormwater Pollution Prevention Plan (Not required for submittal to IDNR)

Date that Discharge will Commence: _____

SWPPP Contents

Included for Review:

Yes	No	N/A	1. General Information
☐	☐	☐	**Option A:** Contract documents require contractor, before commencing work, to identify the contractor or subcontractor that will implement measures.
☐	☐	☐	**Option B:** Certification Statement by contractor and all sub-contractors that could potentially be involved in activities resulting in stormwater pollution. Plan identifies for each measure in the plan the contractor(s) and/or subcontractors that will implement measures.
☐	☐	☐	Contract documents provide information on inspection reports that summarize scope of inspection, name(s) and qualifications of personnel making inspection, date(s) of inspection, major observations relating to plan and actions taken.
☐	☐	☐	Contractor indicates that a copy of the SWPPP will be kept onsite; if not, list location. Provide a process for the following required documentation. If changes are required but not made within 72 hours of required weekly inspection, it shall be documented in the plan why it is impracticable and with an estimated completion date and provided with the inspection reports.
Yes	**No**	**N/A**	**2. Site Description**
☐	☐	☐	*Legal description (1/4, 1/4, Section, T and R) and/or address
☐	☐	☐	Nature of Activity-description
☐	☐	☐	Estimate total area of site (acres)
☐	☐	☐	Estimate of total disturbed area (acres)
☐	☐	☐	Runoff coefficient of site after construction completed
☐	☐	☐	Existing soils data (County soil survey series and texture and the pertinent data)
☐	☐	☐	Recieving water(s) and ultimate recieving water(s)
☐	☐	☐	Existence of quantitative storm water discharge data
Yes	**No**	**N/A**	**3. Site Map**
☐	☐	☐	Approximate slopes after major grading activities
☐	☐	☐	Areas of soil disturbance
☐	☐	☐	Locations of major structural and non-structural controls in plan
☐	☐	☐	Locations of areas where stabilization practices are expected to occur
☐	☐	☐	Surface waters including wetlands
☐	☐	☐	Locations where stormwater is discharged to surface water
☐	☐	☐	*Equipment and materials storage areas
Yes	**No**	**N/A**	**4. Controls**
☐	☐	☐	Description of appropriate controls that will be implemented
☐	☐	☐	Description of intended sequence of major activities
☐	☐	☐	*Intended sequence of major activities and each activity based on the following
☐	☐	☐	Considerations: Install upstream diversions, downslope and sideslope perimeter controls before commencing land disturbing activities
☐	☐	☐	Do not disturb an area until it is necessary for construction to proceed
☐	☐	☐	Plan indicates stabilization will occur immediately whenever any cleaning, grading, excavating, or other earth disturbing activities have permanently ceased on any portion of the site or temporarily ceased on any portion of the site and will not resume for a period exceeding 14 calendar days.
☐	☐	☐	Time construction activities to limit impact on seasonal weather changes
☐	☐	☐	If infiltration methods are used, install them after upstream is stabilized
☐	☐	☐	Do not remove perimeter controls until upstream areas are stabilized
☐	☐	☐	Appropriate control measures and timing (scheduling and implementation) during construction process

Erosion & Sediment Control

Yes	No	N/A	Stabilization Practices
☐	☐	☐	Preserve existing vegetation where attainable and stabilize disturbed areas
☐	☐	☐	Practices may include: temporary seeding, permanent seeding, mulching, geotextiles, sod stabilization, vegetated buffer strips, protection of trees, preserve mature vegetation and other appropriate measures.
☐	☐	☐	Site map shows stabilization measures used, including quantity, materials and/or specification(s) applicable.
☐	☐	☐	Description of procedures to maintain practices in effective operating conditions
Yes	**No**	**N/A**	**Structural Practices**
☐	☐	☐	Description of structural practices placed on upland soils to the degree attainable to divert flows from exposed soils, store flows from exposed soils, store flows or limit runoff from exposed areas.
☐	☐	☐	Practices may include: silt fences, earth dikes, brush barriers, drainage swales, sediment traps, check dams, subsurface drains, pipe slope drains, level spreaders, storm drain inlet protection, and rock outlet protection, reinforced soil retaining systems, gabions, and temporary or permanent sediment basins.
☐	☐	☐	Sediment basin providing 3,600 cubic feet of storage per acre drained or equivalent sediment control measures are provided for common drainage locations that serve an area with more than 10 disturbed acres at one time.
☐	☐	☐	For drainage locations serving 10 or fewer acres, sediment traps, silt fences or equivalent sediment controls are required for all sideslopes and downslopes.
☐	☐	☐	Description of outlet structures designed to withdraw water from the surface when discharging from basins and impoundments, unless infeasible.
☐	☐	☐	Description of measures to minimize soil compaction and unless infeasible, preserve topsoil.
☐	☐	☐	Site map shows control measures used, including quantity, materials and/or specification(s) where applicable.
☐	☐	☐	Description of procedures to maintain practices in effective operating conditions.

Federal Construction and Development Effluent Guidelines

Yes	No	N/A	Erosion and Sediment Controls
☐	☐	☐	Description of measures to control stormwater volume and velocity to minimize soil erosion in order to minimize stormwater discharges, including peak flow rates and total stormwater volume, to minimize channel and streambank erosion and scour in the immediate vicinity of discharge points.
☐	☐	☐	Description of measures to minimize the amount of soil exposed during construction activity.
☐	☐	☐	Description of measures to minimize the disturbance of steep slopes.
☐	☐	☐	Sediment and erosion controls to address factors such as amount, frequency, intensity and duration of precipitation, the nature of resulting storm water runoff and soil characteristics including the range of soil particle sizes expected to be present on the site to minimize sediment discharges.
☐	☐	☐	Description of measures to provide and maintain natural buffers around waters of the United States, and to direct stormwater to vegetated areas and maximize stormwater infiltration to reduce pollutant discharges, unless infeasible.
Yes	**No**	**N/A**	**Dewatering**
☐	☐	☐	Plan indicates discharges from dewatering activities, including discharges from dewatering of trenches and excavations, are prohibited unless managed by appropriate controls.

Yes	No	N/A	**Prohibited Dishcharges**
☐	☐	☐	Plan indicates the following discharges are prohibited: wastewater from washout and cleanout of stucco, paint, form release oils, curing compounds and other construction materials, fuels, oils or other pollutants used in vehicle and equipment operation and maintenance, and soaps or solvents used in vehicle and equipment washing.
Yes	**No**	**N/A**	**Permanent Stormwater Management Controls**
☐	☐	☐	Includes a description of measures to control stormwater pollution after construction such as retention ponds, detention ponds, infiltration measures, sequential systems, vegetated swales and natural depressions if practicable.
☐	☐	☐	Site map shows locations of all permanent stormwater management controls.
☐	☐	☐	Plan shows velocity dissipation devices at discharge locations and along length of outfall channel.
☐	☐	☐	Plan describes the inspection and maintenance of these controls prior to final stabilization.
Yes	**No**	**N/A**	**Pollution Prevention Measures**
☐	☐	☐	Plan indicates the minimization of the discharge of pollutants from equipment and vehicle washing, wheel wash water and other wash waters. Wash waters must be treated in a sediment basin or alternative control that provides equivalent or better treatment prior to discharge.
☐	☐	☐	Plan indicates minimizing the exposure of building materials, building products, construction wastes, trash, landscape materials, fertilizers, pesticides, herbicides, detergents, sanitary waste and other materials present on the site to precipitation and storm water.
☐	☐	☐	Plan indicates minimizing the discharge of pollutants from spills and leaks and implements chemical spill and leak prevention and response procedures.
Yes	**No**	**N/A**	**Other Controls**
☐	☐	☐	Minimize off-site tracking of sediments and generation of dust or equivalent.
☐	☐	☐	*Site map indicates measures such as rock construction entrances/exits, limitations on traffic and parking, and other measures as necessary to prevent off-site tracking and dust generation.
Yes	**No**	**N/A**	**Non-Stormwater Discharges**
☐	☐	☐	Identify and ensure the implementation of appropriate pollution prevention measures including but not limited to discharges from such sources as concrete washout and wet saw cutting.
Yes	**No**	**N/A**	**City of Waukee COSESCO Requirements**
☐	☐	☐	Submit copy of the General Permit No. 2 authorization letter
☐	☐	☐	Submit a copy of the SWPPP & copy of the SWPPP checklist signed by the SWPPP desianer
☐	☐	☐	Submit a copy of the site control plan
☐	☐	☐	Submit a COSESCO application with fee

This checklist is based on requirements listed in IDNR General Permit Number 2 and includes additional items (*) added to assist MS-4 NPDES-permitted cities in the SWPPP review process. The form is provided for your convenience and is not intended as a substitute for IDNR General Permit No. 2 requirements. Refer to http://www.iowadnr.gov/Environmental-Protection for complete permit requirements. IDNR 319 funds were provided to IAMU for the development of this guidance document. (WAUKEE 6/2018)

Construction Site Stormwater Pollution Prevention Inspection Report

Project Site:	Date:	Type of Inspection: L Complaint Inspection L Weekly Routine L Storm Related L Return Compliance L Random
Project Owner:	Time:	
Prime Contractor:	Weather: Temp:	Construction Stage: L Initial Grading L Utilities and Infrastructure L Paving L Buildings, Structures and Final Site Stabilization L Other
Primary Contact:	Phone:	
NPDES Permit #:	Photos: Y N	Inspector Signature & Date:
Local Permit #:	Samples Collected: Y N	Stakeholders Contacted: Y N

Storm Water Pollution Prevention Plans	Yes	No	NA	Notes:
Plans located on-site or at approved designated area				
Site controls listed in SWPPP in place				
SWPPP updated to reflect site and control changes				
Project schedule is being followed				
Site Inspection documentation available and current				
Product Implementation Schedule is being followed				

Erosion Controls	Effective Yes	No	NA
Temporary Seeding			
Permanent Seeding			
Mulching			
Sodding			
Vegetative Filter Strips			
Compost Blankets			
Rolled Erosion Control Products (RECPs)			
Turf Reinforcement Mats			
Other Controls (specify)			

Velocity Controls	Yes	No	NA
Grass Channel			
Flow Transition Mat			
Diversion Structure			
Outlet Protection			
Temporary Slope Drain			
Level Spreader			
Triangular Site Dike (other controls specify)			

Sediment Controls	Effective Yes	No	NA
Silt Fence			
Compost Filter Berm			
Compost Sock			
Wattle or Filter Sock			
Sediment Basin			
Sediment Trap			
Stabilized Construction Entrance			
Inlet Protection			
Flocculants			
Surface Roughening			
Other Controls (specify)			

Objective | keep any sediment on site	Yes	No	NA	Note any problems identified and actions taken
Are soil stock piles in appropriate locations and covered, mulched, or vegetated?				
Are all discharge points free of any noticeable pollutants? (tiles, storm sewer outlets, etc)				
Controls at all downslope perimeters?				
Are areas stabilized to comply with the 0/14 Day Rule?				
Are all sediments, mud, and debris being kept from public roads? Ensure adequate provisions to prevent mud tracking off site				
Is any on-site traffic properly routed, with parking and storage restricted to designated areas?				

Objective | other-storm water concerns	Yes	No	NA	Note any problems identified and actions taken
Dust control measures implemented where appropriate				
Concrete washout contained with locations clearly marked and maintained.				
Is construction debris contained and kept from blowing away?				
Are materials, supplies, chemicals, portable toilets, fuel tanks, paints, solvents, and trash in approved areas and protected from erosion or spills?				
Are clean-out, storage, and maintenance areas for material handling equipment clean and free of spills and leaks				

Objective | in summary	Yes	No	NA	Note any problems identified and actions taken
Are erosion and sediment control devices in place and functioning according to the storm water pollution prevention plan?				
Have all temporary control structures that are no longer needed been removed?				
Is the site adequately stabilized at this time?				
Has offsite run-on water been properly addressed?				

Inspection Comments, Site Observations & 72 Hour Non-Completion Log Notes:

_____

_____

_____

_____

"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: _____ Signature:_____ Date:

Qualifications: _____

City of Waukee Final Inspection Checklist for Residential Lots

Prior to Final inspection, all items should be completed. This is not a substitute for an inspection and the list does not include all possible requirements.

Street Address: _____ **Builder:** _____

Builder Phone #: _____ **Date:** _____

Stabilization:

- ☐ Sod has been laid
- ☐ All Sediment controls have been removed from site and disposed of properly
- ☐ Adjoining lots are clear of construction debris and stock piles caused by construction of current lot
- ☐ Adjoining lots, if disturbed, have proper erosion controls in place/stabilized/ seeded
- ☐ Streets/sidewalk are clear of sediment and debris

Infrastructure:

- ☐ All public infrastructure, manholes, valve boxes, fire hydrants, curb stops, Intakes, clean-outs, mailbox pads, etc. are at final grade and clear of sod/debris/sediment
    - ☐ All public infrastructure is in same condition as prior to construction
- ☐ Curb stop is at final grade, functions, and is clear of concrete/Sod
  *Locator: PVC pipe/steel post removed)
    - ☐ Expansion joint at the back of curb in the approach and or sidewalk ramp have been sealed
- ☐ All public sidewalks need to be installed to property line

Requirements:

- ☐ Final Grading As-built has been submitted. The final grades will need to be matched within a 0.10' as indicated on the site plan. The updated elevations must include a statement indicating "I acknowledge that this grading plan meets the original design for the lot" and or a seal of approval, along with a signature.