



# Land Disturbance Permit

Updated 2024

Permit #: \_\_\_\_\_

Date: \_\_\_\_\_

## 1- Project Information

Project Name: \_\_\_\_\_

Project Address: \_\_\_\_\_

Is the total disturbed area greater than  $\geq 1$  acre?      Yes      No  
(If yes, **UPDES** requirements will be needed. Complete through section 3)

Is this site part of a Common Plan of Development (CPoD) that disturbs  $\geq 1$  acre?      Yes      No  
(If yes, **UPDES CPoD** requirements will be needed. Complete section 1-2 and 4)

Total square feet of disturbed area: \_\_\_\_\_ Purpose of Land Disturbance Permit \_\_\_\_\_  
(If you disturb > 500 sq ft, a LDP is required, complete entire form)  
(If you disturb < 500 sq ft, complete through section 5, section 3 and 4 are not applicable)

## 2- Owner, Contractor & SWPPP Contact Information

Owners Name: \_\_\_\_\_ Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ E-mail: \_\_\_\_\_

Contractor's Name: \_\_\_\_\_ Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ E-mail: \_\_\_\_\_

SWPPP Contact Name: \_\_\_\_\_ Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ E-mail: \_\_\_\_\_

## 3- UPDES Requirements for Construction Site $\geq 1$ Acre

*For land disturbance activities that disturb an area greater than or equal to 1 acre.  
<https://deq.utah.gov/water-quality/general-construction-storm-water-updes-permits>*

Required Items for SWPPP

- o Completed SWPPP Document ([Use Utah State CGP Template](#)).
- o Obtain a Notice of Intent (NOI).

UPDES Permit #: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

## 4- UPDES Common Plan of Development (CPoD)

*Common Plan of Development or Sale is a plan to subdivide a parcel of land into separate parts for separate sale. [Click here and select tab "Common Plan Permit"](#)*

Required Items for CPoD

- o Confirmation from SWPPP Coordinator that CPoD applies (801-229-7573)
- o Completed SWPPP Common Plan SWPPP Document ([Template](#))

o Obtain a Notice of Intent (NOI).      UPDES Permit #: \_\_\_\_\_      Expiration Date: \_\_\_\_\_

## 5- Control Measures

The proposed control measures shall be designed to prevent or minimize, to the maximum extent practicable, the discharge of sediment, debris and other construction-related pollutants from the construction site by storm water runoff into the storm drainage system. Check each item that you will use. Many items are mandatory, Initial those to verify that you have read them and will comply. *Include additional sheets if necessary.*

Initials \_\_\_\_\_ No dirt or debris placed on the roadways, sidewalk and curb (Mandatory)

Initials \_\_\_\_\_ If using chemical toilet, it must be placed minimum of 10' away from impervious

Initials \_\_\_\_\_ Surfaces (e.g. roadways, sidewalk and curb) and secured to prevent tipping. (Mandatory)

Initials \_\_\_\_\_ Concrete washout collection containment is installed. (Mandatory)

Potential soil erosion and storm water runoff will be controlled by  
(Please check all that apply)

- Erosion control blankets     Limiting area of disturbance     Re-vegetation of un-stabilized area  
 Check dams     Silt fences     Retention areas

Other describe: \_\_\_\_\_

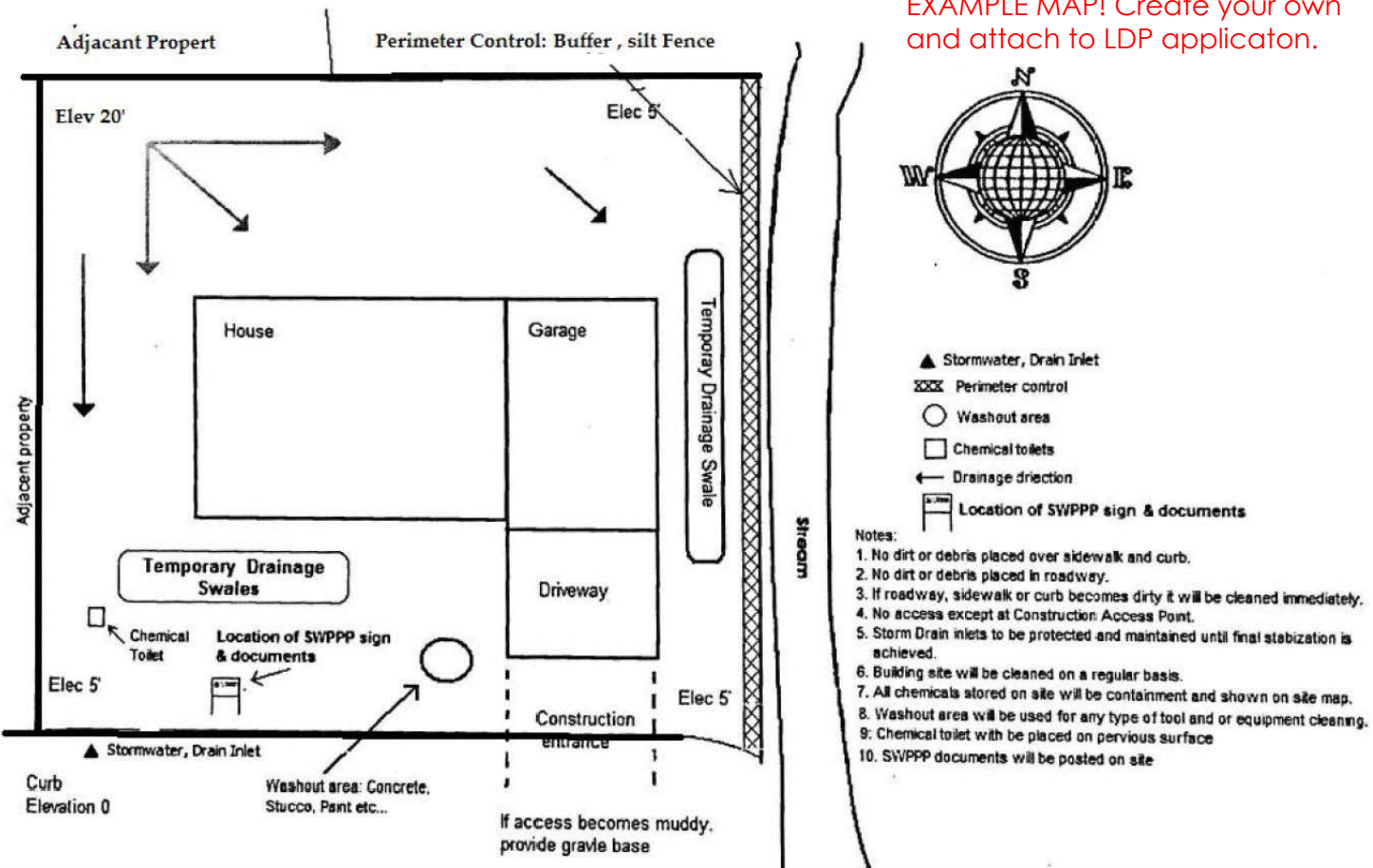
**Construction Site Dewatering**

State law prohibits point source discharges to a water body(ies) of the State without a Utah Pollutant Discharge Elimination System (UPDES) permit. The operator of construction dewatering or hydrostatic testing activity that has such a discharge must submit a NOI to obtain coverage under the UPDES General Permit for Construction Dewatering/Hydrostatic Testing. If you have questions about whether you need a permit under the UPDES program contact the Division of Water Quality at (801) 538-6146

**Site Map**

Maintain an up-to-date site maps. BMP location will change frequently as the work on a construction site progresses. Your permit requires that you keep your site map up to-date. Submit a site map with the location of these BMPs. Indicate the current location of the following:

- Portable toilets must be on pervious surfaces.
- Washout containment for concrete washout water, paint, stucco.
- Dumpsters or other trash and debris containers.
- Perimeter control & Stabilized
- Chemicals on site.
- Stockpiles
- Material storage areas.
- Vehicle and equipment fueling
- Construction entrance/exit



If a marked-up site map is too full to be easily read, you should date and fold it, put it in the SWPPP for documentation, and start a new one.

## SWPPP Sign Requirements

Sign requirements for projects  $\geq 1$  acre or part of a common plan of development:

The permittee must post a sign. Minimum size 18"x 24" Labeled "SWPPP" with font large enough to be readily viewed from a public right away. The sign must include the UPDES (NOI) permit tracking number and operator contact name (or designee) and phone number. Sign must be installed near the main entrance to the project. Sign must have the SWPPP Documents, SWPPP map, current NOI and the Land Disturbance Permit attached or a written description of SWPPP location.

Sign requirements for projects less the 1 acre

The permittee must post a sign. Minimum size 18"x 24" Labeled "SWPPP" with font large enough to be readily viewed from a public right away. The sign must include the operator contact name (or designee) and phone number. Sign must be installed near the main entrance to the project and sign have Land Disturbance Permit attached.

## Notice of Violation (NOV) & Enforcement

Whenever the City finds that a person has violated a prohibition or failed to comply with a requirement of this permit or a UPDES permit, the City will issue a written notice of violation to the responsible person. Violations that are not corrected may result in a fine per state statute or a stop work order. For specific information on enforcement procedures see *Enforcement for Construction Sites SOP* posted at <https://orem.org/developing-in-orem-storm-water/>

Authorized code enforcement personnel working under the direction of the Public Works Director and/or Development Services Director are hereby declared to be Public Officials within the meaning of Section 77-7-18 Utah Code as amended, and these Public Officials are hereby authorized to issue misdemeanor citations and/or stop work order for violations of this Chapter.

Whenever necessary to make an inspection to enforce any provision of city ordinance, or whenever the City has cause to believe that there exists, or potentially exists, a condition which constitutes a violation of City ordinance, the City may enter the premises at all reasonable times to inspect the property and to inspect a copy records related to storm water compliance. In the event the landowner or occupant refuses entry after a request to enter and inspect has been made, the City is hereby empowered to seek assistance from any court of competent jurisdiction in obtaining such entry.

In addition to any criminal fines and/or penalties which may be assessed for a violation of this Article, the City shall have the right to install and/or maintain appropriate erosion and sediment control measures on any site which is required to have such measures in the event that construction activity is commenced or continued without such measures having been installed as required by this Article.

The City shall have the right to have such measures installed or maintained by City personnel or to hire a private contractor to perform such work and the contractor and/or the property owner shall be liable for any and all expenses related to performing such work. The City may assess said charges against the bond posted by the contractor and/or property owner and or developer. Violators of this Article may also be subject to prosecution, fines and penalties from the State of Utah and the United States EPA.

## Notice of Termination (NOT)

This Land Disturbance Permit will not be considered terminated until the Permittee submits a Notice of Termination ("NOT") to the City and the NOT is approved by the City. The City shall approve the NOT if the Permittee has met the requirements of ceasing construction and stabilizing soils. The Permittee shall keep and maintain all Permit-required improvements on the site until the City accepts the NOT. For operators that have obtained a UPDES Permit and wish to terminate coverage, the operator must submit an NOT via the same method the NOI was filed with the EPA's CDX portal.

All Permittees must submit a NOT within thirty (30) days after completion of their construction activities and final stabilization of their portion of the site, or another operator taking over all of their responsibilities at the site. A Permittee cannot submit an NOT without final stabilization unless another party has agreed to and filled a Notice of Intent (NOI) to assume responsibility for final stabilization of the site.

Appropriate enforcement actions may be taken for permit violations where a Permittee submits a NOT but the Permittee has not transferred operational control to another Permittee or the site has not undergone final stabilization. If Permittee is developing the property and is planning to sell individual lots then it will be the responsibility of the Permittee to legally transfer the SWPPP portion of that lot to the new owner. The new owner will then have to obtain a new permit and implement his/her own SWPPP for that lot before the NOT will be accepted.

## SWPPP Inspection Required

Before any construction work can begin, the SWPPP must be implemented. Once the BMPs have been installed, a site inspection will be required. When submitting an NOT a final site inspection will be required. No SWPPP bonds will be released until the area of disturbance has been stabilized.

## Best Management Practices (BMP)

### *BMP REQUIREMENTS ARE SUBJECT TO CHANGE*

BMPs are defined as "structural and nonstructural practices proven effective in sediment and erosion control and management of surface runoff into waters of the State." Eroding soils and surface water runoff transports pollutants, sediment, and nutrients into local rivers, streams, lakes and aquifers. Certain construction activities may cause more pollution if not properly managed. Not all BMPs will apply to every construction site; however, all of the suggested BMPs should be evaluated. The City may change any BMP regulation or requirement, if at any time, the City determines a BMP regulation or requirement to be ineffective and/or an additional BMP measure is deemed applicable. The City will notify project proponents of any changes to BMP regulations or requirements.

**Washout/collection area:** The Permittee will provide a concrete washout containment area on-site, designate specific washout areas and design facilities to handle anticipated washout water. All concrete trucks must washout in a contained collection area. Location of washout must be shown on the site map. Washout areas should also be provided for painting and stucco operations. Because washout areas can be a source of pollutants from leaks or spills. All concrete washout waste as a result of construction must be removed from the lot and properly disposed of upon completion of construction.

**Off-site Sediment Tracking:** Prevent sediment from being tracked off-site by stabilizing construction entrance/exit. A rock construction exit can reduce the amount of mud transported onto paved roads by vehicles. If there is not enough room for a rock construction exits then frequent street sweeping will need to be implemented.

**Storm Drain Inlet Protections:** Protect all inlets that could receive storm water from the project until final stabilization of the site has been achieved. Install inlet protection as soon as storm drain inlets are installed and/or before land-disturbance activities begin in areas with existing storm drain systems. Protect all inlets that could receive storm water from the construction project. Use in conjunction with other erosion prevention and sediment control BMPs.



## Land Disturbance Permit

I understand that this LDP is required and will remain in effect until the entire project is stabilized and an NOT has been filled and approved. All control measures will be inspected at least weekly and immediately after or during every storm event of .5 inch or more. Tracking onto roads will be cleaned up immediately. Written records of all inspections, changes to this plan, and failures of control devices will be kept. The Permittee is required to train all subcontractors, vendors, delivery personnel, and others who will be working on the site as to the requirements of this permit. The Permittee is responsible for compliance of the SWPPP for the entire site and throughout the project. I am aware that there are significant penalties for submitting false information, including the possibility of fines and imprisonment for known violations. I understand that a pre-construction inspection will be needed before any work can commence and an NOT will be required when the project is finished.

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### OFFICIAL USE ONLY

Reviewed: \_\_\_\_\_ Date: \_\_\_\_\_

Special Conditions: \_\_\_\_\_