

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) 687-9418

Fax: (775) 687-4684

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

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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:



CITY OF LAS VEGAS

Construction Site Stormwater Inspection Checklist

The contractor or other responsible party shall inspect the site at a minimum weekly and within 24 hours after a storm event of 0.5 inches of rain or greater. The owner/operator may use their own construction site inspection checklist, however, it must contain, at a minimum, the information required by this checklist. Inspection checklists shall be maintained onsite for review by NDEP and CLV inspectors.

Site Information

Project Name:		
CLV Project Number:	Inspection Number:	Total Acreage of Disturbance:
Project Location:	APN:	
Developer Company Name (Owner/Applicant):		
Developer Contact Name:	Developer E-Mail Address:	
Developer Street Address:		
Developer Office Phone:	Developer Cell Phone:	Developer Fax Number:
Contractor Company Name (Operator):		
Contractor Contact Name:	Contractor E-Mail Address:	
Contractor Street Address:		
Contractor Office Phone:	Contractor Cell Phone:	Contractor Fax Number:
Inspector Name:	Inspector Title:	
Inspector E-Mail:	Inspector Cell Phone:	
Date of Inspection:	Time of Inspection:	
Type of Inspection: <input type="checkbox"/> Routine <input type="checkbox"/> Post-Storm <input type="checkbox"/> Other:		

Question	Site Inspection		
1.	Was a copy of the SWPPP available for review and a CSW # posted on a sign?	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
2.	Were contractor self-inspection forms completed and available for review?	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
3.	Are perimeter control BMPs properly installed, maintained and functioning?	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
4.	Are egress areas free of tracked materials?	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
5.	Are all erosion control BMPs properly installed, maintained, and functioning?	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
6.	Are sediment control BMPs properly installed, maintained, and functioning?	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
7.	Are inlets/outlets protected, maintained and functioning with appropriate BMPs?	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
8.	Are the temporary BMPs installed in the public right-of-way removed at the appropriate times (no work in the immediate area /or before an anticipated 0.25-inch rain event)?	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
9.	Is the site free of illicit discharges or stain, odors, sheens, etc. on stormwater drainages? (note locations in Comment Section)	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
10.	Are concrete washouts properly installed, maintained, and functioning?	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
11.	Are liquid materials (vehicle fluids, paints, oils, lubricants, etc.) properly stored (covered and/or contained)?	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
12.	Are construction material storage areas orderly?	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
13.	Are waste materials properly stored (covered, contained, labeled, etc.)?	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
14.	Are construction waste material properly disposed of?	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
15.	Are all portable toilets secured on bare soil and located away from stormwater flow patterns that may convey spillage to a storm drain inlet or channel?	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
16.	Is the site free of leaks or spills?	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A

Comment Section

If any of the answers to Questions 1 – 16 is No, a Violation has occurred, include the applicable question number; provide a written description of the observed violation(s); attach photo(s); and the required deadline date to return to compliance (RTC) for the indicated violation(s).

Question	Comments for Violation(s) Observed and Corrective Actions Required	Return to Compliance Deadline

The NO answers and comments noted above indicate that a stormwater violation(s) has been found and must be corrected.

Please note; during a City of Las Vegas stormwater construction inspection the inspector will provide a "Return to Compliance" date that violations must be corrected by. For violation(s) deemed as willful conduct or if no corrective action has taken place by the "Return to Compliance Deadline", additional enforcement actions (an Order) will be taken pursuant to the authority granted under Municipal Code 14.18. These Orders may include, but are not limited to: cease and desist order; revoke City permits, licenses and agreements pertaining to work on the premises; administrative penalties for noncompliance; City will conduct cleanup and abatement and recover costs from the Owner and/or Operator; City will pursue civil and/or criminal actions; City will impose a perpetual lien on and against the premises; or other actions as provided for in any provisions of City of Las Vegas Municipal Code 14.18. Administrative penalties may be assessed at \$500 to \$10,000 per day. Civil action may be pursued for \$1,000 to \$25,000 per day. Delinquent penalties may include late fees of 10% of the fee, accrued monthly, not to exceed two times the original penalty amount. Requests for reconsideration of violation(s) and appeals must follow the processes and associated fee(s) indicated in Municipal Code 14.18.160. The responsible party will be asked to acknowledge the Notice of Violation(s) and that they understand the explanation(s) of the violation(s) and the Return to Compliance deadline(s).