

Standard Operating Procedures for Annual Permits

GESC Considerations for Park/Metro District Construction Under an Acre

Routine Maintenance, Minor Structure Repair/Replace, and Small Park/Metro Projects

Fact Sheets have been prepared for all construction activities permitted under an Annual Permit to control the transport of sediment and waste materials from these short-term, smaller land disturbance activities. The Grading Erosion and Sediment Control (GESC) Program requires the installation of best management practices (BMPs) and maintenance of those BMPs to promote environmentally-sound construction practices. If your project has components that are more complicated than anticipated here, contact SEMSWA staff at 303-858-8844 for additional instructions. Refer to standard notes on the Park/Metro District Annual Permit 'Typical' Detail(s) for instructions regarding BMP installation and maintenance.



General Practices

- Schedule construction work for dry weather when possible. Optimum construction season is October 1 to March 1 to minimize runoff impacts.
- Obtain all necessary permits for ROW access, environmental impacts, work in the floodplain, and signs, fences, and lighting, if applicable.
- Identify all storm drains, drainage swales and creeks located near the construction site and make sure you and your Contractor are aware of their locations to prevent sediment and other pollutants from entering. Materials must not be allowed to enter the storm system.
- Discuss 'typical' detail and scope of BMPs applicable to the project with the SEMSWA GESC staff prior to project kickoff. The more
 complicated the access and the BMPs required for protection of water quality, the greater the chance an individual permit will be required.
- Designate one area for vehicle parking and minor equipment maintenance. The designated area should be well away from gutters, storm drains, and creeks. Inspect equipment frequently for leaks; keep maintenance activities involving fluids and other contaminants to a minimum; perform any necessary repairs off-site. Washing & major maintenance of equipment and machinery is not allowed at a small construction site.
- Make sure any portable toilet is in good working order. Check frequently for leaks, service regularly, and adequately anchor.
- Throughout the workday, especially when precipitation (rain or snow) is in the forecast, sweep and remove tracked and incidental materials from surfaces that drain to storm drain inlets, creeks, channels, etc. Always work only within the established construction limits.
- Streets in the immediate vicinity of your construction site must be completely swept at the end of the work day, and immediately following completion of construction operations. All affected street areas should be small enough in size to be hand-broomed often to prevent tracking.
- Contain spoil/stockpiled materials on paved surfaces, install rock sock or equivalent around entire pile to eliminate any transport offsite.
- Construction areas left open to collect rain/irrigation water will not be pumped/drained directly into a flow line or waterway. The water needs to be filtered with a filter bag and then discharged to a vegetated buffer area to infiltrate.
- After vegetation cover is established and the site stabilized, remove all BMPs from the site.

DO

Deposit all materials in a designated location to minimize staging area, and control disturbed area. Proper site management and control of trades will eliminate any tracking from disturbed area and any transport of sediment from construction site.

Install site BMPs as indicated on the appropriate 'typical' detail prior to any project work commencing. Ensure BMPs are maintained periodically and as needed.

Ensure that correct procedures per the 'typical' plan are followed to eliminate transport from work, staging & access areas. Stay within the set construction limits; keep area clean. Small jobs can have many activities going on in a small area; keep on top of each component and anticipate BMPs needed to eliminate transport offsite.

Control, contain and dispose of any construction materials not used. Remove excess materials from site; do not stockpile or broadcast to dispose!

Locate concrete washout area well away from drainage and traffic/access areas; size so all liquids contained; let dry to solid, break up, dispose as solid waste. Apply correct amount of curing compound to concrete; minimize drift with no fluid runoff.

Monitor all equipment and parked vehicles closely for leaks; use drip pan or absorbent materials as needed. Clean up spills using DRY methods only.

DON'T

DO NOT clean equipment or conduct major maintenance/repairs on machinery at the construction site. DO NOT hose down equipment.

DO NOT route any runoff from the construction site so that it causes erosion outside of your limited, controlled construction site area.

DO NOT clean areas with a hose or water; use dry sweeping methods and dispose properly in trash.

DO NOT let excess waste materials accumulate at or around the construction site area. Control subs and trades; be aware of schedules and locations.

DO NOT undersize concrete washout area or locate near water/access area; there should be NO tracking or wash water overflows from washout operations.

DO NOT locate spoils piles near inlets or conveyance swales; complete haul-offs promptly.