



LD Permit # _____	Flood Plain Permit # _____
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**City of Yukon**  
**STORMWATER QUALITY MANAGEMENT**  
 528 W. Main, Yukon, OK 73099  
 Phone: (405) 354-6676 Fax: (405) 350-8929  
**LAND DISTURBING APPLICATION PERMIT**  
 SEE ATTACHED SHEET FOR INSTRUCTIONS



Form #: LDP-001  
 January 27, 2009

The Construction Land Disturbing Permit shall be required in addition to, and will not replace, any permits required by the City of Yukon, DEQ, EPA, or any other governing agency for discharges associated with industrial, construction, or land disturbing activities.  
**THIS PERMIT APPLICATION AND ALL REQUIRED INFORMATION SHALL BE SUBMITTED, REVIEWED AND APPROVED PRIOR TO THE START OF ANY CONSTRUCTION ACTIVITY.**

**I. Applicant Information**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Cell: \_\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
 E-Mail: \_\_\_\_\_ Fax: \_\_\_\_\_  
 Property owner name and address: \_\_\_\_\_

**II. Site Information**

Name of Project: \_\_\_\_\_ Address: \_\_\_\_\_  
 What type of construction:  Utility  Industrial  Commercial  Residential Sub-division  Multi-family Residential  
 Other (specify) \_\_\_\_\_  
 Indicate size of project to the nearest acre: \_\_\_\_\_ ac. Estimated area to be disturbed to the nearest acre: \_\_\_\_\_ ac.  
**If project is one acre or more in size, you must file a NOI with ODEQ and obtain authorization before this permit can be issued. Include a copy of the NOI and/or Authorization certificate.**  
 Have you applied for ODEQ permit coverage at this time:  YES  NO Authorization #: \_\_\_\_\_  
 Is there a Floodplain on the property  YES  NO FIRM Map Panel: \_\_\_\_\_ Date: \_\_\_\_\_ Flood Zone: \_\_\_\_\_  
 General Contractor: \_\_\_\_\_ Address: \_\_\_\_\_  
 Superintendent: \_\_\_\_\_ Phone #: \_\_\_\_\_ Mobile #: \_\_\_\_\_ Fax #: \_\_\_\_\_  
 24-hour Emergency Contact Name: \_\_\_\_\_  
 Phone: \_\_\_\_\_  Cell  Home  Other (specify) \_\_\_\_\_  
 Construction Start Date: \_\_\_\_\_ Estimated Completion Date: \_\_\_\_\_

**III. Certification**

By signing below, the applicant makes the following certification. *"I certify under the penalty of law that I have personally examined and I am familiar with the information submitted in the attached document; and based on my information, I believe the submitted information is true, accurate, & complete. I am aware that there are significant penalties for submitting false information, including the possibly of a fine and/or civil penalty."*

**Please read the signatory requirements in Section III of the attached instructions before signing below**

Name (Please Print): \_\_\_\_\_ Title: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**IV. For Office use only**

Non-refundable permit fee of \$55.00 (FOR ONE ACER OR MORE) Total paid: \_\_\_\_\_ Check No: \_\_\_\_\_  
 PERMIT IS:  APPROVED  DENIED  APPROVED WITH CONDITIONS

\_\_\_\_\_  
 STORM WATER QUALITY MANAGER DATE

COMMENTS: \_\_\_\_\_



# INSTRUCTIONS - CITY of YUKON

## CONSTRUCTION STORMWATER DISCHARGE PERMIT

PLEASE CAREFULLY READ ALL THE INSTRUCTIONS, TERMS, AND CONDITIONS BEFORE COMPLETING THE APPLICATION.

### Who must acquire a Construction Stormwater Discharge Permit and Land Disturbing Permit?

All new utility, industrial, commercial, institutional/multi-family residential facility and all residential subdivisions shall obtain a Construction Stormwater Discharge Permit prior to construction activity. A Land Disturbing Permit is required for any land change that may result in soil erosion from water and/or wind. The Construction Land Disturbing Permit shall be required **in addition** to, and will not replace, any other permits required by the City of Yukon or any other governing agency. Since these activities normally occur together, the applications for these two permits have been combined into one application. Some sites will not require both permits; however, determination of the permits required will be made by Stormwater Quality based upon the information provided on and with the application.

### Requirements

The following information must be included with the application for a Construction Land Disturbing Permit:

- A copy of the NOI submitted to the Oklahoma Department of Environmental Quality and/or a copy of the authorization letter (if applicable)
- A current copy of the Stormwater Pollution Prevention Plan
- A current copy of the Erosion and Sediment Control plan
- Discharge calculations for pre-development and post-development using the 2 year, 5 year, 10 year, 25 year, 50 year and 100 year return frequency storm. Post-development discharge rates cannot exceed pre-development rates
- A map or plat of the premises showing the present and proposed contour lines. This map should show all existing and proposed drainage facilities.

### Stormwater Pollution Prevention Plan Requirements

The SWP3 must meet all of the requirements of Part IV. of the Oklahoma Department of Environmental Quality's OKR10 General Permit issued September 13, 2007 for discharges associated with construction activity. In addition to the OKR10 requirements, the SWP3 must include the following:

Include plans for facilities during construction, that serve an area with 10 or more disturbed acres, designed to capture the design storm in a temporary or permanent detention or retention basin providing storage for a 2 year, 24 hour storm or a minimum of 3,600 cubic feet of storage per acre drained to reduce the "first flush" pollutant load. Where providing 3,600 cubic feet of storage per acre drained is not attainable, several small sediment basins of equivalent total volume may be substituted. Detention/retention ponds shall include:

- minimum of one foot of freeboard above design storm.
- provide a paved or non-erodible emergency overflow
- vehicle access for maintenance purposes
- a plan for the routine maintenance of ponds incorporated in the Pollution Prevention Plan.
- If constructed wetlands are used to deal with the "first flush" pollutant load instead of detention or retention pond. It must include grit trap & oil separators installed upstream of wetlands to prevent contamination.

Include in the Pollution Prevention Plan a demonstration of how the facility will collect, control & treat storm water so as to control the quantity & quality of storm water leaving the site. The plan shall also include structural controls & non-structural Best Management Practices (BMP'S) adequate to prevent the violation of any water quality standard, and shall meet the provisions of the Clean Water Act. The details of the SWPPP will outline the standard permit conditions of the Construction Stormwater Discharge permit. Any deficiencies must be corrected before the permit can be issued.

### Erosion and Sediment Control Plan Requirements

The erosion and sediment control (ESC) plan shall accurately describe the potential for soil erosion and sedimentation problems resulting from the land disturbing activity, and shall explain and illustrate the measures which are to be taken to control these problems. The length and complexity of the Erosion and Sediment Control Plan is to be commensurate with the size of the project, severity of the site condition and the potential for off-site damage. The Erosion and Sediment Control Plan shall contain a description of the existing site conditions, a description of adjacent topographical features, a description of soil types and characteristics of the area, potential problems of soil erosion and sedimentation, stabilization specifications, stormwater management considerations, a time schedule for completion of the land disturbing activity and for maintenance after completion of the project, clearing and grading limits, and all other information needed to accurately depict solutions to

potential soil erosion and sedimentation problems. Any Erosion and Sediment Control Plan must comply with the Best Management Practices Manual and shall be reviewed by the Manager prior to the issuance of the Land-Disturbing Permit.

### Permit Application Fee

The fee for the issuance of a Construction Stormwater Discharge Permit and Land Disturbance Permit is a non-refundable annual fee of \$55.00 for each permit. Permit fees must be received before work can begin.

### Permit Duration

All permits issued by Stormwater Quality are valid for a period of one year from the date of issue by Stormwater Quality. Permit renewal fees are \$55.00 for each permit. Permits must be renewed before the anniversary date to avoid stoppage of work and/or issuance of municipal citations for operating without a valid permit, unless a Notice of Termination has been received and approved by Stormwater Quality.

### Application Instructions

#### Section I. Applicant Information

Provide the legal name, mailing address and telephone number of the person, firm, public organization, or any other entity that either individually or together meets either of the following criteria:

- 1) Have operational control over the site specifications (including the ability to make modifications in specifications).
- 2) Have the day-to-day operational control of those activities at the site necessary to ensure compliance with plan requirements and permit conditions.

Give the name and address of the legal property owner if different than the applicant.

#### Section II. Site Information

Enter the project's official or legal description and address. If the site lacks a street address, indicate with a general statement the location of the site (e.g., intersection of Main St and Garth Brooks Blvd.).

Specify the type of construction activity.

Give the size of the project in acres and the total amount of land to be disturbed.

Indicate if you have applied for a Notice of Intent (NOI) with ODEQ; if yes give the authorization # if you have received one.

Indicate which method will be used to capture storm water run-off on sites greater than ten acres.

Give the name and address of the general contractor for the project. Give the name and contact information for the superintendent assigned to the project. (If known at the time of application)

Give the date the construction is scheduled to start and anticipated date of completion. **NOTE: Construction and/or Land Disturbing activity cannot begin until this permit application has been reviewed, approved, and the permit fees have been paid.**

#### Section III. Certification

Applications submitted to storm water quality management shall be signed:

- 1) By a responsible party (e.g. developer, owner/operator, contractor) with operational control over the project specifications and daily operations.
- 2) For a corporation, by an officer of the corporation, as authorized and in charge of principal business functions, or any other person as authorized to perform similar policy- or decision-making functions for the corporation;
- 3) For a partnership or sole proprietorship, by a general partner or the proprietor, respectively;
- 4) For a municipality, state, federal, or other public facility, by either a principal executive officer or the chief executive officer of the agency or a senior executive officer having responsibility for the overall operations of a principal geographic unit of the agency.

### Completing the Application

**You must type or print in the appropriate areas only. If you have any questions concerning this application, please call the Yukon Community Development Department at (405) 354-6676.**

## **Upon Issuance Of A Land Disturbing Permit The Following Conditions Must Be Upheld For The Duration Of The Project:**

- a. Stripping of vegetation, re-grading and other development activities shall be conducted so as to minimize erosion. Clearing and grubbing must be held to the minimum necessary for grading and equipment operation. Pre-construction vegetative ground cover shall not be destroyed, removed or disturbed more than 10 days prior to grading or earth moving. Construction must be sequenced to minimize the exposure time of cleared surface area;
- b. Upon completion of land disturbing activities, **will not leave slopes so that they will erode**. Such methods shall include re-vegetation, sodding, mulching, rip-rapping or guniting. Regardless of the method used, the objective will be to leave the site as erosion-free and maintenance-free as practicable;
- c. Whenever feasible, natural vegetation shall be retained, protected and supplemented;
- d. Permanent or temporary soil stabilization is applied to disturbed areas to the extent feasible **within seven days on areas that will remain unfinished for more than 14 days. Permanent soil stabilization with perennial vegetation shall be applied as soon as practicable after final grading is reached on any portion of the site**. Soil stabilization refers to measures that protect soil from the erosive forces of wind, raindrop impact and flowing water, and includes the growing of grass, sod, application of straw, mulch, fabric mats, and the early application of gravel base on areas to be paved;
- e. A permanent vegetative cover shall be established on disturbed areas not otherwise permanently stabilized;
- f. **Sediment in Stormwater Runoff is trapped by the use of debris basins, sediment basins, silt traps or similar measures until the disturbed area is stabilized;**
- g. Neighboring **persons and property are protected from damage or loss resulting from excessive Stormwater Runoff, soil erosion or deposition upon property or public streets of water-transported silt and debris**. Adjacent property owners shall be protected from land devaluation due to exposed bare banks;
- h. A controlled **construction entrance/exit is maintained in a condition that will prevent tracking or flowing of sediment** onto the public right-of-way;
- i. Erosion and sediment **control measures must be in place and functional before earth moving operations begin, and must be constructed and maintained throughout the construction period**. Temporary measures may be removed at the beginning of the workday, but must be replaced at the end of the workday;
- j. **Erosion and Sediment control plans shall be designed to withstand a 10 year return frequency storm event**. Structural controls shall be designed and maintained as required to prevent pollution. All surface water flowing toward the construction area shall, to the extent practicable, be diverted by using berms, channels or sediment traps as necessary. Erosion and sediment control measures shall be designed according to the size and slope of disturbed or drainage areas to detain Stormwater Runoff and trap sediment. Discharges from sediment basins and traps must be through a pipe or lined channel so that the discharge does not cause erosion. **Muddy water to be pumped from excavation and work areas must be held in settling basins or treated by filtration prior to its discharge into surface waters** where practicable. Waters must be discharged through a pipe or lined channel so that the discharge does not cause erosion and sedimentation;
- k. All **control measures are inspected, and repaired as necessary, bi-weekly in dry periods and within 24 hours after any precipitation of 0.5 inches or more within a 24-hour period**. During prolonged precipitation, daily inspections and repairing must be performed. The permittee shall maintain records of such inspections and repairs;
- l. A specific individual is designated to be responsible for erosion and sediment controls on each site;
- m. There shall be no distinctly visible floating scum, oil or other matter contained in the stormwater discharge. The stormwater discharge must not cause an objectionable color contrast in the receiving water. The stormwater discharge must result in no materials in concentrations sufficient to be hazardous or otherwise detrimental to humans, livestock, wildlife, plant life or fish and aquatic life in the receiving stream; and
- n. When the land disturbing activity is finished and stable, perennial vegetation has been established on all remaining exposed soil. The permittee shall notify the Manager of these facts and submit an NOT of the permit issued under this section. The Manager shall then provide a final inspection of the site within 20 days after receipt of such notice and, when advisable, may require additional measures to stabilize the soil and prevent erosion. If such requirements are given by letter, the permittee shall continue to be covered by the provisions of this article until a request for termination of the permit has been accepted by the Manager.

**KEEP THIS PAGE FOR YOUR RECORDS**