



STORMWATER FACT SHEET –CONSTRUCTION at OIL and GAS FACILITIES

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A. INTRODUCTION

◆ Look for this symbol for tips on saving time and money when involved in multiple oil and gas well sites!

On June 30, 2005, the State of Colorado stormwater regulation went into effect to require Colorado Discharge Permit System (CDPS) permits from the Water Quality Control Division (the Division) for stormwater discharges from construction activities associated with small construction activity for oil and gas sites (those that disturb between one and five acres). Permitting for oil and gas construction sites that disturb five or more acres during the life of the project, or are part of a larger common plan of development, has been required since 1992. Although federal permit coverage for these discharges was conditionally exempted from the Federal Clean Water Act by the 2005 Federal Energy Bill, the Colorado Water Quality Control Commission has maintained the requirement within Colorado’s regulations, and therefore permit coverage for these activities remains in effect in Colorado. These requirements are in addition to the requirements of the Colorado Oil and Gas Conservation Commission (COGCC).

Therefore, the State of Colorado currently requires stormwater discharge permit coverage for all construction activities that disturb one acre or greater (or that are part of a larger common plan of development, as discussed in Section 2, below), including construction of well pads, roads, pipelines, pumping stations, etc.

This Fact Sheet provides specific guidance for compliance with the CDPS permitting requirements for stormwater discharges from oil and gas related construction activities. This Fact Sheet is intended to augment the general information relative to all construction activities, available in the Stormwater Fact Sheet for Construction and the permit application and SWMP guidance document (see Section I, below, for how to obtain these documents.)

B. WHEN DO YOU NEED TO GET A STORMWATER CONSTRUCTION PERMIT?

You may need a permit to discharge stormwater from any construction activity that disturbs at least one acre of land (or is part of a larger common plan of development that will disturb at least one acre). The requirements vary slightly depending on if your project or plan of development will disturb less than five acres (Small Construction Site) or five acres or more (Large Construction Site). If permit coverage is required, it must be maintained until the site is **finally stabilized**.

1) Definitions Regarding Final Stabilization

“**Finally Stabilized**” means that all ground surface disturbing activities at the site have been completed, and all disturbed areas have been either built on, paved, or a uniform vegetative cover has been established with an individual plant density of at least 70 percent of pre-disturbance levels, or equivalent permanent, physical erosion reduction methods have been employed. Re-seeding alone **does not** qualify.

Oil and gas sites are considered finally stabilized once site preparation and interim reclamation are complete, and the above final stabilization criteria have been met, even though the site will be disturbed again in the future for final reclamation. However, future land disturbances that follow interim stabilization and result in disturbance of one acre or greater would require permit coverage at that time.

2) Additional Final Stabilization Guidance for Oil and Gas Sites

 As discussed below, permit coverage may be inactivated for an oil and gas construction site even if stabilized unpaved surfaces exist (see subsection a, below) and/or disturbed land that has been restored to cropland remains unvegetated (see subsection b, below), as long as construction activities have been completed and all other disturbed areas revegetated in accordance with the definition of “Finally Stabilized.” It may be useful for some oil and gas construction operators to use the COGCC’s definition of interim stabilization in determining what areas at a site will require eventual revegetation to meet the Division’s final stabilization requirement, as discussed in subsection c, below.

- a) **Stabilized Unpaved Surfaces:** Areas developed as stabilized unpaved surfaces as needed for operation of the facility after interim reclamation, also qualify as “finally stabilized.” The term “stabilized unpaved surfaces” includes dirt road surfaces and the portions of the well pad surfaces that cannot be revegetated due to operational necessity, but does not include slopes, ditches, and other areas where revegetation is necessary. Stabilized unpaved surfaces must be prepared in such a way as to minimize erosion, such as preventing rill erosion on pad surfaces or roads.
- b) **Agricultural Land:** In most cases, when operational control of a disturbed area that has not been finally stabilized is conveyed from the permittee to another entity, such as the surface landowner at a construction site, permit coverage must be reassigned to the new operator. This is not usually an issue for the oil and gas industry since, in most cases, COGCC rules require stabilization by the oil and gas industry prior to this reassignment, unless the land will revert to cropland. Land disturbances for agricultural activities, such as croplands, are exempt from stormwater discharge permit requirements. As a result, when portions of an oil and gas site are restored to cropland in accordance with COGCC rules, and returned to control of the farmer following interim reclamation, stormwater permit coverage is no longer required for these areas, and it is not necessary for the oil and gas site operator to either stabilize or reassign permit coverage for the areas.
- c) **COGCC Interim Stabilization:** Consistent with the guidance in this section, final stabilization at an oil and gas facility has been met when the site has met the site preparation requirements for interim reclamation in accordance with COGCC 1000 series rules, including restoration and revegetation of disturbed areas as required by COGCC Rule 1003.e, **and:**
 - all croplands have been restored and revegetated in accordance with COGCC Rule 1003.e.(1) and returned to the surface owner for agriculture use.
 - all non-cropland areas requiring restoration and revegetation in accordance with COGCC Rule 1003.e.(2) have established a uniform vegetative cover with an individual density of at least 70 percent of pre-disturbance levels.

- areas reasonably needed for production operations that do not require restoration and revegetation in accordance with COGCC Rule 1003.e. have been stabilized as unpaved surfaces. Stabilized unpaved surfaces must be prepared in such a way as to minimize erosion.

C) IS THE SITE PART OF A LARGER COMMON PLAN OF DEVELOPMENT?

A “common plan of development” is a site where multiple separate and distinct but related construction activities may be taking place at different times on different schedules. If the project is part of a common plan of development, the disturbed area of the entire plan must be used in determining permit requirements or the applicability of the waiver for small construction activities (see Section F, below).

For the oil and gas industry, a “common plan of development” is generally interpreted to mean development of several well pads and/or related infrastructure (i.e., roads, pipelines, pumping stations, etc.) in a contiguous area, either during the same time period or under a consistent plan for long-term development.

1) Well pads, pump stations, and other single site facilities: Consistent with EPA guidance, such facilities located in close proximity to each other (within 1/4 mile) are considered “contiguous,” and therefore part of a common plan of development.

2) Pipelines and roads: Disturbed areas associated with feeder pipelines or roads that are constructed for the purpose of serving a well pad or other single site facility are considered, together with the well pad, to be part of a common plan of development. However, adjacent construction of trunk lines or roads that are part of a regional network are not considered to be part of the common plan for that facility, and instead, are a separate common plan of development that also requires permit coverage if one or more acres are disturbed.

Examples for determining if a project is part of a Common Plan of Development

The following examples discuss common scenarios for determining if a project is part of a common plan of development, and explain how the total disturbed area of the plan should be determined. The total disturbed area in these examples is subsequently used to determine if a stormwater construction permit is required (area is one acre or greater), and if the waiver discussed in Section F could apply (area is under five acres).

These examples are provided to help permittees better understand how to calculate total disturbed area, not to address all possible scenarios when a site may be part of a larger common plan of development. Note that if separate contractors disturb different areas that are part of a common plan, the areas must still be added together.

Example 1) Well Pad Site Connecting to a Regional Road and Pipeline Network: Site A is a well pad under construction a short distance from a regional road and pipeline network that provides access to other well pads, which are over 1/4 mile away. An access road must be built off of the existing road and a feeder pipeline must be constructed from the existing trunk pipeline to the new well. The area disturbed for this example is calculated as follows:

Total Disturbed Area = Well Pad Disturbance + Access Road Disturbance + Feeder Pipeline Disturbance

Example 2) Construction of New Road and/or Pipeline Network: Site B is construction of a road or pipeline that will be used to access more than one well pad. The construction of all sections of the road or pipeline is considered a common plan of development. However, construction of dedicated access roads or feeder pipelines that may connect to the primary road or pipeline network, but are used solely for the purpose of providing service to a single well pad or other single site facility, are not considered part of the overall network’s common plan of development. The dedicated road or pipeline in this case is considered part of the well pad construction, as discussed in Example 1. In addition, if, after a road or pipeline network has been completed and finally stabilized, an expansion to the network occurs that adds new roads or pipelines to access multiple new sites, the new construction may be considered a separate common plan of development since it is occurring after the first construction is completed.

Total Disturbed Area = Regional Pipeline or Road Construction Disturbance

Example 3) Well Pad Site Located within 1/4 Mile of a Separate Well Pad Site(s): Site C is a well pad under construction; an access road and feeder pipeline will also be constructed, as with Site A. However, a separate well is also being constructed in the same area and will be unstabilized during the same period of time. A portion of the disturbed area of the access road, feeder pipeline, or pad of the second site will be within 1/4 mile of the access road, feeder pipeline, or pad for Site C. The area disturbed for this example is calculated as follows:

Total Disturbed Area = Well Pad Disturbance + Access Road Disturbance + Feeder Pipeline Disturbance + Pad, Access Road, and Feeder Pipeline Disturbance for Sites within 1/4 Mile.

D) WHAT IF MY CONSTRUCTION SITE IS ON FEDERAL OR TRIBAL LANDS?

Federal Lands: All private oil and gas operations on federal lands, including BLM, Forest Service, etc., are regulated by the State of Colorado and must meet the State's stormwater permitting requirements discussed in this document. Although the EPA does regulate federal facilities in Colorado, private operations on federal lands are not considered federal facilities.

Tribal Lands and Non-Tribal Member Activities on Fee Lands: Construction activities occurring on Tribal Lands in Colorado are not regulated by the State of Colorado and are therefore not subject to the permitting requirements discussed in this document. The federal EPA regulates activities on Tribal Lands. The State of Colorado does regulate **non-tribal member activities on fee lands** within the external boundary of a reservation, and therefore Colorado's stormwater permitting requirements discussed in this fact sheet apply to those areas.

E) OBTAINING PERMIT COVERAGE

If the total area of ground disturbance, including disturbances from the entire common plan of development, is greater than or equal to one acre, permit coverage is required (unless the waiver for small construction activities disturbing less than five acres applies, as discussed in Section F, below). The owner or operator must apply for coverage under the Stormwater Construction Permit at least 10 days prior to the start of construction activities. An application and Stormwater Management Plan (SWMP) guidance document are available from the Division (see Section I, below). The SWMP must be completed prior to application.

The Stormwater Construction Permit certification must be inactivated once the site has been finally stabilized, in order to end permit coverage and billing. An inactivation form is supplied with the permit certification.

 **The Division strongly recommends that those involved in construction associated with oil and gas exploration and production consider applying for coverage under a Field Permit certification, as discussed in Section H, below.** This process eliminates the need for an operator to submit separate applications and inactivation forms for multiple sites within a well field. This process, along with streamlining the SWMP and inspection procedures as discussed in Sections G and H, below, can considerably reduce the resources necessary for an operator to comply with the stormwater requirements and protect State surface waters.

F) OBTAINING PERMIT COVERAGE UNDER THE R-FACTOR WAIVER (Less than five acres disturbance only)

 A site may qualify for coverage under this waiver **only if less than five acres of land is disturbed at the site and the site is not part of a larger common plan of development with greater than five acres disturbed, as discussed in Section C, above.** Sites that are within an area covered under a Field Permit certification (see Section H) may still apply for an R-Factor waiver, if they are not otherwise part of a common plan of development.

The R-Factor waiver allows a site owner or operator to apply for a waiver from State Stormwater Construction Permit requirements coverage when the R-Factor for a construction project, as calculated using the State approved method, is less than five. The R-Factor is a way to measure erosion potential based on the duration of the project and time of year. An application with instructions for using the State-approved method is available from the Division. See Section I, below.

In general, the only projects that will qualify for the waiver are projects that are completely stabilized within a month or two of the start of construction. This means that projects relying on seeding for revegetation will usually not qualify for the waiver, because the vegetation must be established before the site is considered stabilized. For the oil and gas industry, this generally means that only projects for which all disturbed areas will be returned to cropland (see discussion under Section B) will qualify, since other disturbed areas typically rely on seeding for stabilization. In addition, the Division will not grant waivers for construction sites located in areas where snow cover exists at, or up-gradient of, the site for extended periods of time, if the construction site will potentially remain active and unstabilized during spring runoff.

This waiver does not relieve the operator or owner from the responsibility of managing the site to prevent pollution or degradation of State waters or from complying with the requirements of other agencies, such as meeting COGCC stormwater quality requirements.

G) PERMIT REQUIREMENTS

The specific requirements that must be met are contained in detail within the permit and SWMP guidance document, and are further clarified specifically for the oil and gas industry within this guidance. Permittees must read all three documents. The two most significant requirements are the development and implementation of a SWMP, and conducting and documenting the required self-inspections, as summarized below.

1) **Stormwater Management Plan (SWMP)**

The Stormwater Construction Permit requires dischargers to control and eliminate the sources of pollutants in stormwater through the development and implementation of a Stormwater Management Plan (SWMP). These requirements are further described in the SWMP guidance document (included as an appendix to the application), which must be read prior to developing your plan.

The purpose of a SWMP is to identify possible pollutant sources that may contribute pollutants to stormwater, and identify Best Management Practices (BMPs) that, when implemented, will reduce or eliminate any possible water quality impacts. For construction activities the most common pollutant source is sediment. Other pollutant sources include fuels, fueling practices and chemicals/materials stored on site, etc. BMPs encompass a wide range of practices, both structural and non-structural in nature, and may include silt fence, sediment ponds, vehicle tracking controls, good housekeeping, inspection and maintenance schedules, training, etc.

 **Because site conditions at different projects can sometimes be relatively consistent, an oil and gas company could significantly streamline the SWMP development process through the use of boilerplates and/or the development of a field-wide SWMP, as discussed in Section H.3, below.**

- a) **SWMP Revisions:** When BMPs or site conditions change, the SWMP must be modified to accurately reflect the actual field conditions. Examples include, but are not limited to, removal of BMPs, identification of new potential pollutant sources, addition of BMPs, modification of BMP installation/implementation specifications or maintenance procedures, and changes in items included in the site map and/or description. SWMP revisions must be made prior to changes in site conditions, except for Responsive SWMP Changes, as follows:
- SWMP revisions must be made immediately after changes are made in the field to address BMP installation and/or implementation issues; or
 - SWMP revisions must be made as soon as practicable, but in no case more than 72 hours, after change(s) in BMP installation and/or implementation occur at the site that require development of materials to modify the SWMP (e.g., design of retention pond capacity)
- b) **SWMP Location:** The SWMP must be on site during active construction and site inspections to ensure accurate implementation and maintenance of BMPs, and required revisions. This can best be accomplished by having appropriate site staff, who are consistently at the project during construction operations, keep a copy of the SWMP with them during active construction.

- ◆ If a construction site is covered under a Field Permit certification, as discussed in Section H, below, the Division will generally authorize a minor exception to the SWMP location requirement. For such sites, the permittee may request, in accordance with Part I.E.2 of the permit, that the SWMP be retained at a central location in close proximity to the oil/gas field. All such requests must be made in writing to the Division, explain why the permit requirement can not be met, specify the alternate SWMP location(s), and include the associated permit certification number. If the Division does not respond to the written request within two weeks of receipt, the exception is approved. Permittees are advised to obtain delivery confirmation of receipt by the Division. An up-to-date copy of the SWMP must be available to a Division or EPA inspector at the time of inspection. **The intent of the SWMP must still be met—that the SWMP be available to those directly responsible for installing and maintaining the BMPs to ensure that activities in the field conform to the specifications in the SWMP.**

2) Site Inspection

- a) **Required Schedules:** Specific schedules for permittees to conduct inspections of their sites are prescribed in Part I.D.6 of the permit. The schedule differs based on conditions at the site.

- ◆ A permit certification for an oil and gas construction activities operator will often cover several separate sites that are being constructed on different schedules but under a common plan of development or a Field Permit certification (as discussed in Section H, below). Therefore, different inspection frequencies may apply to different portions of the permitted area, as discussed below.

1) Minimum Inspection Schedule (see Part I.C.6.a. of the permit): The minimum inspection schedule applies those sites under active construction, which includes the period from when the ground is initially disturbed to when construction activity is completed, and also includes the preparation of areas that will be revegetated for interim reclamation. During this period, a thorough inspection of the site stormwater management system must be conducted following the requirements in Part I.D.6.b of the permit, at least once every 14 calendar days. Also, post-storm event inspections must be conducted within 24 hours after the end of any precipitation or snowmelt event that causes surface erosion.

- ◆ Preparing and seeding the site for reclamation as soon as practical after construction is completed will help reduce the need of frequent inspections, and is a highly effective BMP for reducing the potential for polluting runoff.

Exceptions to the minimum inspection schedule. Any use of an exception is temporary, and does not eliminate the requirement to perform routine maintenance due to the effects of a storm event or other conditions that may impact BMP performance, including maintaining vehicle tracking controls and removing sediment from impervious areas. Inspections, as described above, are required at all other times.

i) Post-Storm Event Inspections at Temporarily Idle Sites (see Part I.C.6.a.1 of the permit):

Temporarily Idle Sites are those where there are no construction activities occurring following a storm event. At such sites, post-storm event inspections must be conducted prior to restarting construction activities at the site, but no later than 72 hours following the storm event, and the delay noted in the inspection report. Routine inspections still must be conducted at least every 14 calendar days.

- ◆ **ii) Completed Sites (see Part I.C.6.a.2 of the permit):** Once construction is completed and the site has been prepared for final stabilization (including completion of appropriate soil preparation, amendments and stabilization practices), the site (or portion of a site) is considered a *Completed Site* (for purposes of the stormwater permit). Note: only construction activities that result in a disturbance of the ground surface must be completed. Construction activities that can be conducted without disturbance of the ground surface, such as certain well completion activities, would not prohibit a site from otherwise qualifying as a *Completed Site*. (*Completed Sites* still require permit coverage until final stabilization criteria have been met.)

Completed Sites qualify for a reduced inspection schedule, as the potential for pollution is reduced if the site has been adequately prepared and/or seeded. However, because slopes and other disturbed areas are not vegetated, erosion in these areas still occurs which requires maintenance activities such as regrading and seeding of problem areas. As such, inspections must continue in order to address these situations. During the *Completed Site* period, a thorough inspection of the site stormwater management system is required at least once every month. The SWMP for the site must be amended to indicate those areas that will be inspected at this reduced frequency.

iii) Winter Conditions Inspections Exclusion (see Part I.C.5.c of the permit): Inspections are not required at sites where construction activities are temporarily halted, snow cover exists over the entire site for an extended period, and melting conditions posing a risk of soil erosion do not exist. This temporary exclusion is applicable only during the period where melting conditions do not exist, and applies to the routine 14-day and monthly inspections, as well as the post-storm-event inspections. Note: it is typical that when snow cover exists, even at a *Completed Site*, significant potential for erosion and BMP failure exists when melting does finally occur. Therefore, permittees should prepare the site prior to snow cover to ensure it is as stabilized as possible, and be prepared to perform site maintenance when melt-off occurs, to alleviate any potential problems. Inspection records must document the following information when this exclusion is used: dates when snow cover occurred, date when construction activities ceased, and date melting conditions began.

b) Performing Inspections: The inspection must cover the construction site perimeter, all disturbed areas, areas used for material/waste storage that are exposed to precipitation, discharge locations, and locations where vehicles enter and exit the site. These areas must be inspected to determine if there is evidence of, or the potential for, pollutants leaving the construction site boundaries, entering the stormwater drainage system, or discharging to state waters. All BMPs must be evaluated to determine if they still meet the design and operational criteria in the SWMP and if they continue to adequately control pollutants at the site. Any BMPs not operating in accordance with the SWMP must be addressed as soon as possible, immediately in most cases, to minimize the discharge of pollutants, and the SWMP must be updated as described in Section G.1.a, above.

c) Documenting Inspections: The permittee must document inspection results, and maintain a record of the results for a period of 3 years following expiration or inactivation of permit coverage. These records must be made available to the Division or EPA upon request. The following items must be documented as part of the site inspections:

- i) The inspection date;
- ii) Name(s) and title(s) of personnel making the inspection;
- iii) Location(s) of discharges of sediment or other pollutants from the site;
- iv) Location(s) of BMPs that need to be maintained;
- v) Location(s) of BMPs that failed to operate as designed or proved inadequate for a particular location;
- vi) Location(s) where additional BMPs are needed that were not in place at the time of inspection;
- vii) Deviations from the minimum inspection schedule as provided in Sections G.2.a.1.i-iii, above;
- vii) Description of corrective action for items iii, iv, v, and vi, above, date(s) corrective action(s) taken, and measures taken to prevent future violations, including requisite changes to the SWMP, as necessary; and
- viii) After adequate corrective action(s) has been taken, or where a report does not identify any incidents requiring corrective action, the report shall contain a signed statement indicating the site is in compliance with the permit to the best of the signer's knowledge and belief.



To streamline this process, the inspection items could be included in a checklist. This is especially true during the *Completed Site* phase. However, the permittee must ensure that the staff performing the inspection is adequately trained to recognize potential pollutant sources, such as rill formation on slopes or inadequate materials management, and to assess the adequacy and proper maintenance of BMPs.

H) SAVING TIME & MONEY WITH FIELD PERMIT COVERAGE AND MASTER SWMPS

◆ Due to the nature of oil and gas construction activities related to exploration activities, the Division allows for coverage to be obtained under the Stormwater Construction Permit for multiple construction activities in an oil and gas field (Field Permit Coverage), instead of obtaining permits for each separate site or common plan of development. The Field Permit covers all construction activities disturbing over one acre, or that are part of a common plan of development exceeding one acre, within the applied-for field, with the exception of any specific site that has obtained an R-Factor Waiver (see Section F). This option allows oil and gas companies to save considerable resources by not having to apply for permit coverage and inactivation on a site-by-basis, and can significantly streamline the SWMP development process. In addition, a permittee covered under a Field Permit certification pays one permit fee for the area covered, instead of separate fees for each individual site.

1) **Size of Permitted Area**

A single permit certification may be allowed to cover all activities in an oil and gas field, although in some cases, additional certifications may be required in order to maintain a manageable area and amount of activity under a single permit certification. In general, the Division requires that the permitted area be discrete enough to allow for adequate administration by the permittee and enforcement by the Division. Although the Division has not developed specific criteria for a maximum area to be covered under one certification, it is our expectation that the individual sites covered under a single certification will be related (e.g., within the same oil and gas field or collection system) and will be of a manageable size, probably no larger than a USGS quadrangle, although there is flexibility on this issue. Based on these criteria, permit coverage for an oil and gas field on Colorado's western slope will usually be adequately covered under a single permit certification. However, for larger well fields on the eastern plains, such as the Wattenberg oil and gas field, multiple permit certifications will probably be needed unless an operator is only working in a specific area within the larger field.

2) **Applying for Field Permit Coverage**

The same application is used to apply for Field Permit Coverage as is used for regular Stormwater Construction Permit coverage (Section E). However, the information provided on the application varies slightly to account for the non-typical coverage being requested. **All items on the application still must be filled out or the application will be returned unprocessed.** Follow the instructions below when completing the application.

- **Location:** In place of the street address, provide a general description of the proposed area to be permitted (e.g., Southeastern Fremont County), and indicate the nearest town to the proposed permitted area. Provide all counties that the permit coverage will be located within. The latitude and longitude provided should be for the approximate center of the covered area.
- **Map: A map must be provided.** This map is in addition to the Site map(s) required in the SWMP. The map must indicate the boundaries of the proposed permitted area. All construction activities disturbing over one acre, or that are part of a common plan of development exceeding one acre, within the area indicated will be covered under the permit certification until finally stabilized, with the exception of any specific site that has obtained an R-Factor Waiver (see Section F).
- **Area of the construction site:** Because the area will vary over time, a rough estimate of the total area and the area to be disturbed is acceptable.
- **Anticipated construction schedule:** Provide the date that activities will begin in the area to be covered, and indicate "ongoing" for the "Final Stabilization Date."

3) **Master Stormwater Management Plan (SWMP)**

The master SWMP must contain the same information required for typical permit coverage and be prepared in accordance with the Division's SWMP guidance document. However, a permittee can considerably streamline the SWMP development process by developing a field-wide plan, i.e., a master SWMP, that summarizes information common to all of the sites. This information would be separate from the site-specific details, thereby eliminating the need to repeat this information in individual SWMPs. Templates (compliant with the permit), modified to reflect specific-site conditions, may be used to ensure that all permit items applicable to the specific sites are addressed.

Note: Permittees are allowed to use a master SWMP, **without that by itself** defining a site as a common plan of development.

- a) **Master SWMP format:** SWMP information must be developed and maintained for all construction activities that exceed one acre (or are part of a common plan of development exceeding one acre) conducted within the permitted area. Instead of developing a complete separate plan for each individual site within a permitted area, the permittee may wish to develop a single plan that addresses both the information common to the active projects, and the site-specific information (maps, etc.). As new activities begin, required information is added to the plan, and as areas are finally stabilized, the related information is removed. Documentation related to areas that have been finally stabilized and removed from the active plan must be maintained for a period of at least three years from the date that the associated site is finally stabilized.

A master SWMP format eliminates the need for operators to develop repetitive information in separate plans. A master SWMP could contain two sections, one containing all of the information specific to each site, and a second reference section containing information applicable to all sites (refer to the text box, below). The master SWMP can be administered as two separate documents to ease paper work, with the information common to the entire field contained in a document in the form of a field manual, containing BMP installation/implementation details and generic descriptions, as discussed below.

 **Possible Master SWMP Format**

As discussed in Section H.3.a, above, a permittee may want to consider formatting a master SWMP with two sections, one with specific information for individual sites in a *Site Specific* section, and one with more generic information applicable to the entire permitted area in a *Reference* section. The following is an example of how the plan requirements could be divided between these sections and how templates could be used. For details on what must be included in each section, refer to the SWMP guidance in Appendix A of the permit application.

SWMP/Permit Item	Section of SWMP	Discussion
Site Description (Permit I.C.1)	<i>Site Specific</i> or <i>Reference</i> section	Much of the content here will be very similar for different projects, with only certain specifics needed, such as the applicable schedule, location, receiving water, SWMP administrator, etc. Items such as the description of the activity and the sequence of events will likely be similar for many sites, and therefore can be handled with template language developed for the <i>Site Specific</i> section, or even partially included in the <i>Reference</i> section. Using a template and associated language for this section may be extremely helpful in ensuring that all items are included in the site-specific information as required by the permit.
Site Map (Permit I.C.2)	<i>Site Specific</i> section	In the majority of cases, site-specific topography and drainage patterns will require that individual site maps be developed for each site. However in some cases, such as when individualized BMPs are not needed because slopes and defined drainages are not present, a generic site map may be applicable. This would only occur when a well pad is located in a flat field and not adjacent to a drainage way. In this case, a generic site map could be used, since each site and associated BMPs are likely to be the same. This could significantly decrease the resources needed for sites with less complex stormwater management needs.
Stormwater Management Controls (Permit I.C.3)	<u>SWMP Administrator:</u> <i>Site Specific</i> or <i>Reference</i> section	The SWMP Administrator may differ for individual sites covered under a Field Permit certification, and so should be identified in the <i>Site Specific</i> section. If the SWMP Administrator is the same for all sites covered under a Field Permit certification, the SWMP Administrator can be identified in the <i>Reference</i> section.

	<p><u>Pollutant Sources:</u> <i>Site Specific</i> section</p>	<p>Potential pollutant sources will be different in type and location for specific sites within a Field Permit certification. Template language may be useful here to ensure compliance with the minimum potential pollutant sources evaluation required by the permit, as long as the resultant pollution sources reflect site-specific conditions.</p>
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<p>Stormwater Management Controls (continued) (Permit I.C.3)</p>	<p><u>BMP Identification:</u> <i>Site Specific</i> section</p> <p><u>BMP Descriptions:</u> <i>Reference</i> section</p>	<p>The requirement to identify BMPs and other controls has two parts: identification of the controls for a specific site, and descriptions of those controls. Materials Handling and Spill Prevention can be handled in the <i>Site Specific</i> or <i>Reference</i> sections, and/or in SPCC Plans(s), as applicable.</p> <p><u>Site-specific BMP Identification:</u> The individual BMPs used at a site must be identified in the <i>Site Specific</i> section. However, in most cases, this could be accomplished by just listing the type of BMPs used and identifying where and when they will be used at the specific site. This can be done through a check list or filling out a table and then identifying the BMPs locations on the site map. In some cases, site specific information may still be needed, such as for a stream crossing where a generic BMP description may not suffice.</p> <p><u>BMP Descriptions:</u> This includes narrative descriptions as well as technical drawings for structural BMPs. The description will also include maintenance requirements for that BMP, as required in Part I.D.6 and I.D.7 of the permit, discussed below. The descriptions can be included in the <i>Reference</i> section as a sort of BMP manual, and do not need to be repeated for each specific site. This will also encourage consistent BMP implementation procedures across various sites, simplifying implementation, inspections, and training.</p> <p><u>Materials Handling and Spill Prevention:</u> All BMPs implemented to minimize impacts from procedures and significant materials handled at construction sites must be specifically addressed in the SWMP. The SWMP must identify all significant materials used or stored at sites covered under the permit certification, and include applicable BMPs for those materials. Specifically, the SWMP must identify procedures to prevent and manage spills. The materials present at separate locations must be identified either in the <i>Site Specific</i> section, or in a separate plan as discussed below.</p> <p>In many cases, significant materials and/or BMPs to address those materials may be identified in a separate Spill Prevention Control and Countermeasures (SPCC) plan. Multiple versions of SPCC plans may be necessary for one permit because of the uniqueness of individual drilling pads. Having multiple SPCC plans within one Field SWMP is acceptable. However, if material handling and spill prevention content is included in separate SPCC Plans, the permittee must cross-reference the separate plans in the SWMP and indicate where they are located. The permittee must be able to provide all required components of the SWMP to a State, EPA, or local agency inspector, as discussed in Section G.1.b of this fact sheet.</p>
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<p>Final Stabilization (Permit I.C.4)</p>	<p><u>BMP Identification:</u> <i>Site Specific</i> section</p> <p><u>BMP Descriptions:</u> <i>Reference</i> section</p>	<p>As with the BMP requirements, this section could be split between the <i>Site Specific</i> section and the <i>Reference</i> section, with a boilerplate used for the <i>Site Specific</i> section.</p> <p>Site Stabilization Description: The stabilization methods used for the different portions of the site must be identified in the <i>Site Specific</i> section. For example, identify areas to be stabilized as unpaved pad or road surfaces, cropland, or vegetated with different seed mixes. The specifications on each stabilization method could then be added to the <i>Reference</i> section. In some cases, site-specific information may still be needed, such as for extremely steep slopes requiring a non-standard seeding method or seed mixture.</p> <p>Stabilization Methods Description: This would include the details on how each stabilization method would be implemented, which will be heavily dependent on the more specific standards included in the COGCC rules. The descriptions can be included in the <i>Reference</i> section as part of the BMP manual discussed above, and do not need to be repeated for each specific site. Details such as compaction and surface standards for pad/road surfaces, seeding methodologies for different scenarios (e.g., drill seeding, hydro mulching, etc.), and specific seed mixtures for various vegetative cover requirements would be included here.</p>
<p>Inspection and Maintenance (Permit I.C.5)</p>	<p><i>Reference</i> section (except for uncommon conditions)</p>	<p>In almost all cases, the description of the inspection and maintenance procedures will be the same for all sites, and so can be addressed in the <i>Reference</i> section. Different BMPs will have different maintenance requirements, but those requirements can be included in the <i>Reference</i> section. In addition to the BMP maintenance discussion, this section will also include a discussion of the inspection schedule, procedures, and documentation as discussed in Section G.2 of this fact sheet. In some cases, increased inspection schedules or alternative maintenance practices may be needed for difficult conditions or non-typical BMPs. In such a case, site-specific language must be added for that site.</p>

I) OBTAINING FORMS AND GUIDANCE

The application, SWMP guidance, and other information may be obtained from the Division’s web site at www.cdphe.state.co.us/wq/PermitsUnit, or by calling (303) 692-3517. For other questions about the Stormwater Program, please call (303) 692-3517.

Additional reference materials and construction BMP training classes are listed in the SWMP guidance document (included as an appendix to the permit application).