



ENGINEERING DEPARTMENT  
 2222 WEST 14400 SOUTH  
 BLUFFDALE, UT 84065  
 PHONE: 801-849-9436 EMAIL: BDAINES@BLUFFDALE.COM

# APPLICATION FOR LAND DISTURBANCE PERMIT

APPLICATION DATE: \_\_\_\_\_

Permit #

PROJECT NAME: \_\_\_\_\_

AREA OF DISTURBANCE: \_\_\_\_\_  FT<sup>2</sup>  ACRES

SUBMITTAL REQUIREMENTS:  TOPOGRAPHIC MAP  SITE PLAN  SWPPP

PURPOSE OF DISTURBANCE: (ATTACH DETAILED DESCRIPTION) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

PROJECT ADDRESS: \_\_\_\_\_  
 CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

LAND OWNER'S NAME: \_\_\_\_\_  
 CELL: \_\_\_\_\_ EMAIL: \_\_\_\_\_

CONTRACTOR'S NAME: \_\_\_\_\_  
 CELL: \_\_\_\_\_ EMAIL: \_\_\_\_\_

SITE SWPPP MANAGER NAME: \_\_\_\_\_  
 CELL: \_\_\_\_\_ EMAIL: \_\_\_\_\_

UPDES PERMIT NO. \_\_\_\_\_  
*(This number may be obtained from the State of Utah online at <https://secure.utah.gov/stormwater/>)*  
 EFFECTIVE DATE: \_\_\_\_\_ EXPIRATION DATE: \_\_\_\_\_

ESTIMATED CONSTRUCTION DURATION: \_\_\_\_\_ START DATE: \_\_\_\_\_ END DATE: \_\_\_\_\_

*I certify that I am the owner, or am authorized by the owner, of the above referenced property to perform the work as indicated on the site plan as approved by the City of Bluffdale. I certify that I shall perform the excavation at the indicated locations as shown on the site plan and in accordance with all applicable law, wheter specified herein or not. I also certify that I am the responsible land disturber and accept responsibility for installing and maintaining on site all erosion control and stormwater control measures as approved by the City. I certify that I have read and examined this application and know the same to be true and correct. The granting of a permit does not presume to give authority to violate or cancel any state or local law. I make this statement under penalty of perjury.*

\_\_\_\_\_  
 APPLICANT NAME (PRINT)

\_\_\_\_\_  
 APPLICANT SIGNATURE

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
 DATE



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LAND DISTURBANCE PERMIT (continued)

THIS LAND DISTURBANCE PERMIT GRANTS THE APPLICANT APPROVAL TO CONDUCT THE FOLLOWING ACTIVITIES :

- Work on private land only (no public improvements), Work on public or future public infrastructure, Stock pile materials, Borrow pit, Clearing and grubbing, Placing of fill on private land

THIS LAND DISTURBANCE PERMIT IS VALID FOR

- Residential (\$50), Commercial/Subdivision/Other (\$100), Inspections (\$75 each)

TOTAL AMOUNT PAID:

ISSUED DATE:

TERMINATION DATE:

UTR3 NUMBER: (Obtained from Notice of Intent - NOI)

PROCESSED BY:

(Internal use only)

THE APPLICANT MUST NOTIFY THE CITY ENGINEER TEN(10) WORKING DAYS IN ADVANCE OF THE COMMENCEMENT OF CONSTRUCTION AND SCHEDULE AN INITIAL SWPPP INSPECTION.

THE SWPPP SIGN (SEE CITY STANDARD SWPP-5) MUST BE POSTED BY THE PERMITTEE NEAR THE MAIN ENTRANCE TO THE PROJECT WITHIN 7 DAYS OF THE ISSUING DATE OF THIS PERMIT. ALL DISTURBANCE LIMITS AND/OR PROPERTY CORNERS MUST BE CLEARLY MARKED ON SITE BEFORE CONSTRUCTION BEGINS.

APPLICANT SHALL MAINTAIN ALL STORM WATER MANAGEMENT CONTROL MEASURES ACCORDING TO THE UPDES CGP, SWPPP AND CITY OF BLUFFDALE ORDINANCES AND STANDARDS.

THE PERMITTEE IS RESPONSIBLE FOR PERMIT AND SWPPP COMPLIANCE FOR THE ENTIRE SITE AND FOR THE DURATION OF THE WORK AND/OR CONSTRUCTION ACTIVITY. THE PERMITTEE IS RESPONSIBLE FOR THE ACTIONS OF THE SUBCONTRACTORS, VENDORS, DELIVERY PERSONNEL, AND OTHERS WHO WILL BE WORKING ON THE SITE. THE PERMITTEE IS RESPONSIBLE FOR ANY MATERIAL THAT LEAVES THE SITE REGARDLESS OF COMPLIANCE WITH THE SWPPP.

NOTICE OF VIOLATION - PURSUANT TO SECTIONS 10 AND 11 OF CITY OF BLUFFDALE STORMWATER ORDINANCE, FAILURE TO COMPLY WITH THE SWPPP REQUIREMENTS, THE UPDES PERMIT, CITY OF BLUFFDALE'S LAND DISTURBANCE PERMIT AND/OR ANY CITY CODE MAY RESULT IN A NOTICE OF VIOLATION. THE CITY MAY ORDER COMPLIANCE BY A WRITTEN NOTICE OF VIOLATION TO THE RESPONSIBLE PERSON. SUCH NOTICE MAY BE IN THE FORM OF A CITATION OR A STOP WORK ORDER.

IN CONSIDERATION FOR THE GRANTING OF A LAND DISTURBANCE PERMIT BY THE CITY OF BLUFFDALE, THE APPLICANT HEREBY PROMISES TO PERFORM THE WORK APPLIED FOR IN A PROFESSIONAL MANNER AND IN CONFORMITY WITH THE ORDINANCES OF THE CITY OF BLUFFDALE. NO WORK ON PUBLIC OR FUTURE PUBLIC INFRASTRUCTURE MAY COMMENCE UNTIL THE CONTRACTOR HAS RECEIVED A NOTICE TO PROCEED, RECEIVED A CITY-STAMPED PLAN SET, COORDINATED INSPECTIONS WITH CITY CONSTRUCTION INSPECTORS, AND COMPLETED ALL NECESSARY PERMITS

APPLICANT SIGNATURE

DATE

SWPPP REVIEWER

DATE

CITY OF BLUFFDALE ENGINEER (OR DESIGNEE) SIGNATURE

(APPROVED)

DATE



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APPROVAL ( <i>initials</i> ): _____
PERMIT NO.: _____
TERMINATION DATE: _____
<i>(Internal use only)</i>

## LAND DISTURBANCE PERMIT NOTICE OF TERMINATION

PERMIT TERMINATION: AFTER FINAL STABILIZATION OF THE SITE, ACCORDING TO THE DEFINITION OF THE UPDES PERMIT, THE LAND DISTURBANCE PERMIT APPLICANT SHALL SUBMIT THE APPLICABLE DOCUMENTATION LISTED BELOW

<p><b>THIS SECTION TO BE CHECKED OFF BY THE CITY</b></p> <p><input type="checkbox"/> LAND DISTURBANCE PERMIT NOTICE OF TERMINATION</p> <p><input type="checkbox"/> AS-BUILT PLANS AND WRITTEN CERTIFICATION BY A REGISTERED PROFESSIONAL ENGINEER LICENSED TO PRACTICE IN THE STATE OF UTAH, THAT THE STRUCTURAL POST-CONSTRUCTION BMP'S HAVE BEEN INSTALLED IN ACCORDANCE WITH THE APPROVED PLAN</p> <p><input type="checkbox"/> COPY OF THE UPDES NOT. THE UPDES NOT THAT IS SENT TO THE STATE NEEDS TO BE ACCOMPANIED BY THE UPDES STORM WATER INSPECTION FORM FILLED OUT BY THE CITY INSPECTOR CERTIFYING THAT THE SITE MEETS THE "FINAL STABILIZATION" REQUIREMENTS</p> <p><input type="checkbox"/> OPERATION AND MAINTENANCE AGREEMENT DESCRIBING THE MAINTENANCE SCHEDULE OF THE POST CONSTRUCTION BMP 'S</p> <p><input type="checkbox"/> ALL FEES ARE PAID</p> <p>PROCESSED BY: _____</p> <p style="text-align: center;"><i>(Internal use only)</i></p>
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TO BE FILLED OUT BY APPLICANT:

PROJECT NAME	
PROJECT ADDRESS	
APPLICANT NAME ON PERMIT	
PHONE NUMBER	
ADDRESS	
CITY, STATE ZIP CODE	

\_\_\_\_\_  
 APPLICANT SIGNATURE

\_\_\_\_ / \_\_\_\_ / \_\_\_\_  
 DATE

# CITY OF BLUFFDALE LAND DISTURBANCE PERMIT APPLICATION GUIDELINES

The Land Disturbance Permit is required to comply with the UPDES (Utah Pollutions Discharge Elimination System) Permit from the State of Utah as a means to prevent sediment or other construction-related pollutants from being discharged into storm water systems or waters of the State. Sediments and debris from construction sites are a major source of pollution to waterways and water systems located within the City of Bluffdale and surrounding areas. Each year storm water runoff also clogs and obstructs storm drains, culverts, and canals and causes damage to private property, wildlife habitat, and water quality.

## APPLICATION STEPS:

1. Develop the Construction General Permit (CGP) Storm Water Pollution Prevention Plan (SWPPP)\* or Common Plan of Development (CPoD) SWPPP.
  - a. Construction General Permit SWPPP template is for projects greater than one (1) acre.
  - b. Common Plan of Development SWPPP template is for projects less than one (1) acre but are part of any one (1) acre or larger subdivision.
2. Once the SWPPP has been developed, file for a Notice of Intent (NOI) with the Utah State Department of Environmental Quality. The applicant must first create a "utah.gov" account and then log in to the database to file the NOI. The completed NOI is included as an appendix of the SWPPP<sup>‡</sup>.
3. Complete the City of Bluffdale Application for Land Disturbance Permit (LDP).
4. Compile all related and required documents (see the "checklist" below)
5. Submit the completed Application for Land Disturbance Permit to the City of Bluffdale Engineering Department in person.

\* To develop a SWPPP, the applicant may download a SWPPP template from the State of Utah online at <https://deq.utah.gov/legacy/permits/water-quality/utah-pollutant-discharge-elimination-system/storm-water-general-construction.htm>  
It is highly recommended that the applicant become familiar with the "UPDES Storm Water General Permit for Construction Activities, UTR300000" (General Permit) which will be included as Appendix C in the SWPPP.

‡ For projects less than one (1.0) acre and not part of a Common Plan of Development CPoD greater than one (1) acre, step two and any associated documents may be omitted, however, and Erosion Control Plan and installation of stormwater BMPs is still required.

## APPLICATION CHECKLIST:

The following must be completed and included with this application:

- A copy of the SWPPP prepared for the state UPDES permit
- Payment of application fee(s) for the Land Disturbance Permit
- A copy of the applicable UPDES permit issued by the State of Utah for the activities on this property
- Copies of any federal or state permits required for the project (e.g. wetlands, stream-alteration, dewatering, etc.)
- Site plan showing the following:
  - Vicinity map showing the site location
  - Property lines, dimensions, and bearing of the property
  - Location of existing buildings or structures, roads, easements, and utilities\* on the property and adjacent property within 50 feet of the boundary
  - The elevations, dimensions, locations, extent, and slopes of all proposed land disturbance activities shown by contours
- A certification of the quantity and type of material of proposed excavation or fill
- Detailed plans of all drainage devices, walls, cribbing, dams, or other protective devices to be constructed with or as a part of the proposed work
- Temporary construction entrance and exit plan
- Type of structure to be constructed on site
- Erosion Control Plan including the nature and sequence of activities and BMP's to be applied at each stage of construction
- Post-Construction Revegetation/Stabilization Plan

- \* Applicant is required to consult utility companies operating in this area before excavation. In granting this permit, The City of Bluffdale makes no representation as to the location of utility facilities in the area to be excavated or the effect of the permitted excavation on said utilities.

#### **PRE-CONSTRUCTION INSPECTION:**

After your SWPPP is complete and BMPs are installed, a preconstruction inspection is required. Signage must be installed with all SWPPP documents before inspection. It is recommended that all SWPPP documents be kept in a three-ring binder or electronically with a link posted on site.

#### **SIGNAGE REQUIREMENTS:**

For all projects with a UPDES permit, the permittee must post a sign within 7 days of the issue date of the Land Disturbance Permit near the main entrance to the project. The sign must contain the UPDES permit number, contact information for the site personnel over SWPPP maintenance, and either a link to the SWPPP document and inspection logs or a hard copy of the SWPPP and inspection logs. (See city standard SWPP-5.)

Attached documents may optionally be placed within a box mounted to the sign.

No signage is required for projects less than one (1.0) acre which are not part of a CPoD.

#### **BEST MANAGEMENT PRACTICES (BMPs):**

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 considered. The City of Bluffdale 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 may notify project applicants of any changes to BMP regulations or requirements. See city SWPP Standards 2018.

#### Special Consideration BMPs:

##### **Washout / collection area:**

If it is necessary, the Permittee will provide a concrete washout area on-site, designate specific washout areas and design facilities to handle anticipated washout water. Location of washout must be shown on the site map. Washout areas should also be provided for stucco, drywall and paint operations. Because washout areas can be a source of pollutants from leaks or spills, all washout waste must be removed from the lot and properly disposed of upon completion of construction. (SWPP-2)

##### **Perimeter control:**

Installing perimeter controls such as sediment barriers, silt fences, construction barriers, dikes, disturbance limit markers or any combination of such measures shall be used. Perimeter controls shall be installed prior to land grading.

##### **Inlet Protection:**

All inlets immediately downgradient of disturbed areas must be protected (both sides of street). Drop-down bag style inlet protection must be used. (SWPP-1)

##### **Off-site sediment tracking:**

Prevent sediment from being tracked off-site by stabilizing a construction entrance/exit. A rock tracking pad can reduce the amount of mud transported onto paved roads by vehicles. (SWPP-3)

##### **Clean up of building sites:**

Building sites should be cleaned on a regular basis. Materials should be secured on the site to prevent the blowing of debris and garbage. The permittee shall leave the site in a clean condition upon completion of construction.

**BMPs to consider:**

**Erosion Controls**

Chemical Stabilization  
Dust Control  
Geotextiles/Rolled Erosion Control Products (RECP)  
Gradient Terraces  
Mulching/Bonder Fiber Matrix (BFM)  
Riprap  
Seeding/Re-vegetation  
Sodding  
Soil Retention

Surface Roughening  
Temporary Slope Drain  
Temporary Stream Crossings  
Wind Fences and Sand Fences  
Check Dams  
Grass-lined Channels  
Permanent Slope Diversions  
Temporary Diversion Dikes

**Sediment Controls**

Silt Fence  
Compost Filter Berms  
Compost Filter Socks  
Sediment Basin and Rock Dams  
Fiber Rolls Filter  
Berms Construction  
Stabilized Entrances  
Sediment Traps

Inlet Protection  
Sediment Filters and Sediment Chambers  
Straw or Hay Bales  
Vegetated Buffers  
Curb cut back  
Dewatering

**Good Housekeeping**

Street Cleaning  
Sanitary Waste  
Construction Debris Containment and Removal

Stockpiling Materials  
Materials Storage  
Concrete Washout Management

**NOTICE OF TERMINATION:**

After final stabilization of the site is achieved, according to the definition of the UPDES permit, the Land Disturbance Permit Applicant shall submit the Termination Request Form and applicable documentation to the City. As Built plans shall be submitted at this time.

**PROVISIONS FOR GRAMA:**

*The Application for Land Disturbance Permit may become a public record pursuant to the provisions of the Utah State Government Records Access and Management Act (GRAMA). You are asked to furnish the information on this form for the purpose of identification and to expedite the processing of your request. This information will be used only so far as necessary for completing the transaction. If you decide not to supply the requested information, you should be aware that review of your application may take longer or may be impossible to complete. If you are an "at-risk government employee" as defined in Utah Code Ann. § 63-2-302.5, please inform the city employee accepting this information. The City of Bluffdale does not currently share your private, controlled or protected information with any other person or government entity.*