

Section 7. Low Impact GESC Permit

Overview of Section 7

7.0

The streamlined 10 step process provided in this section applies to a Low Impact GESC Permit.

Step 1. Confirm that a Low Impact GESC Permit is required (see Section 7.1).

Step 2. Prepare a Low Impact Permit Application and Drawing (see Section 7.2).

Step 3. Submit the Low Impact Permit Application and Drawing to the County for review and acceptance and revise documents as necessary to address County comments (see Section 7.3).

Step 4. After County acceptance, Public Works Engineering will provide an accepted Low Impact GESC Drawing to the applicant. (see Section 7.4).

Step 5. Install the Initial Best Management Practices (BMPs) as shown on the accepted Low Impact GESC Drawing (see Section 7.5).

Step 6. Schedule a Preconstruction Meeting with the County Erosion Control Inspector through the Public Works Engineering Permits Staff. (see Section 7.6).

Step 7. Start grading and land disturbing activities in accordance with the accepted Low Impact GESC Permit and accepted Drawing (see Section 7.7).

Step 8. Address any compliance issues identified by the County Erosion Control Inspector (see Section 7.8).

Step 9. Upon completion of grading or land disturbing activities install final stabilization measures as shown on the accepted Low Impact GESC Drawing (see Section 7.9).

Step 10. Schedule Vegetation Acceptance Inspection when vegetative growth has reached the required coverage. As soon as the County determines that the vegetative coverage is adequate, the temporary sediment controls shall be removed and the project will be considered complete (see Section 7.10).

Section 7 describes the GESC Permit Process for Low Impact GESC Permits.

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The following describes this 10 step permit process:

Low Impact Permit Step 1: Confirm that a Low Impact GESC Permit is required.

Section 7.1 discusses Step 1.

Projects that Require a Low Impact GESC Permit

7.1

The first step in the process is to review the information provided in Section 1 of the GESC Manual regarding the type of permit required. Once it has been determined that a Low Impact GESC Permit is required, the applicant shall follow the 10-step process outlined in this Section. The following provides a list of the types of projects that are allowable under a Low Impact GESC Permit:

Typical projects that require a Low Impact GESC Permit:

Project(s) that will include fill or excavation of 50 or more cubic yards of material, and that do not exceed 3,000 cubic yards of import or export material, including:

- ♦ Landscape berms.
- ♦ Swimming pools and Spas.
- ♦ Demolition of swimming pools and exterior residential demolition activities.
- ♦ Tennis court and basketball or similar court surface.
- ♦ County-determined eligible projects.

If a Low Impact GESC Permit is required for the project, it shall meet **all** of the following conditions:

- ♦ Project(s) that will include fill or excavation of 50 or more cubic yards of material, and that do not exceed 3,000 cubic yards of import or export material, not related to building of a detached single-family residential unit.
- ♦ Amount of disturbed area is limited to less than 1 acre.
- ♦ Project limited to minimum lot size of 2.5 acres or larger.
- ♦ Project(s) are limited to properties zoned A-1 – Agricultural 1, ER – Estate Residential, LRR – Large Rural Residential, OS – Open Space, or RR – Rural Residential.
- ♦ Project is not part of any land development, redevelopment, commercial and/or industrial development project.
- ♦ No grading within 100-feet from a drainage way or mapped FEMA floodplain.
- ♦ Minimum 10-foot setback of toe of slope from property line. Additional setback may be required depending on the height and length of fill material.
- ♦ Projects are limited to 4 to 1 maximum graded slope of existing ground prior to material placement and 4 to 1 maximum finished grade slope.
- ♦ Property owner adequately demonstrates to County staff that project will have insignificant (as determined by County staff) negative impact from the project to owner's property, adjacent properties, and/or drainage basins and floodplains.
- ♦ Project does not require engineering design as determined by County Staff.

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Information
Even though the Low Impact GESC Permit offers streamlined application and inspection procedures, the erosion and sediment control practices discussed herein shall be adhered to and penalties for non-compliance will apply.

Public Works Engineering can be contacted to clarify GESC Permit requirements and interpret which GESC Permit, if any, applies to a particular project. Contact information is provided in Appendix A.



The Low Impact GESC Permit issued for a rural residential property to construct a small berm (grading in progress).

A Low Impact GESC Permit does not require GESC Drawings to be prepared or stamped by a Professional Engineer because typically the work does not involve engineering design.

Even with streamlined application and inspection procedures, the erosion and sediment control practices discussed herein shall be followed. If the County finds a Low Impact Permittee to be non-compliant, a Stop Work Order may be issued in accordance with Section 5.10.3 of this Manual.



Low Impact Permit Step 2: Prepare a Low Impact Permit Application and Drawing.
Section 7.2 discusses Step 2.

Low Impact GESC Permit Application and Drawings

7.2

7.2.1 Low Impact Permit Application Requirements. For Low Impact Permits, GESC Drawings shall be accompanied by a completed Low Impact GESC Permit Application (a copy of the application form is included in Appendix J). No GESC Report is required for the Low Impact Permit, but the application form requires descriptive information regarding the proposed project.

7.2.2 Low Impact Drawing Requirements. The following drawings shall be prepared and submitted to the County.

1. General location map —Indicating the general vicinity of the site location, including all roadways and north arrow.
2. Detailed drawing showing:
 - North arrow.

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- Approximate scale of drawing.
- Limits of grading and construction.
- Property lines.
- General Topography.
- Directional flow arrows which indicate where stormwater runoff enters and exits the site.
- Any existing floodplain on the property.
- Erosion and sediment control Best Management Practices (BMPs) in accordance with the GESC Manual.
- Percent slope for existing and proposed slopes.
- Height and width of berms, if applicable.
- For projects on residential properties 2.5 acres or larger that are adding impervious area, the drawing shall include the calculated final total (percent) site imperviousness.

The principles described in Section 3 for preparing a GESC Plan also apply to a Low Impact GESC Drawing. Specifically, Section 3.1 discusses principles of erosion and sedimentation, Section 3.3 describes 10 Elements of an Effective GESC Plan, and Section 3.17 provides design and sizing criteria for BMPs. An example Low Impact GESC Drawing is shown in Appendix C.

Section 3, especially Section 3.3, 10 Elements of an Effective GESC Plan, and Section 3.17, Design and Sizing Criteria for BMPs, provides guidance for preparing a Low Impact GESC Drawing.

An example Low Impact GESC Drawing is shown in Appendix C.

Low Impact Permit Step 3: Submit the Low Impact Permit Application and Drawing to the County for review and acceptance and revise documents as necessary to address County comments.

Section 7.3 discusses Step 3.

Submit Low Impact Application and Drawing; Address County Comments

7.3

After the Low Impact GESC Drawing has been prepared and a Low Impact Permit Application form has been filled out and signed, the items shall be submitted to Public Works Engineering.

The Low Impact GESC Drawing will be reviewed for the effectiveness of the overall Drawing. After review, written comments may be provided to the applicant for necessary revisions.

Low Impact Permit Step 4: After County acceptance, pick up Low Impact Drawing

Section 7.4 discusses Step 4.

7.4

Once the Low Impact GESC Drawing has been accepted by Public Works Engineering, the Applicant shall pick up the Drawing.

Low Impact Permit Step 5: Install Initial BMPs on the project site.
Section 7.5 discusses Step 5.

**Install Initial
BMPs**

7.5

Install the Initial BMPs shown on the accepted Low Impact GESC Drawing. Section 5, in particular Section 5.7, provides guidance on the correct installation and maintenance of BMPs. The GESC Plan Standard Notes and Details (Appendix B) provide the installation and maintenance requirements for all of the County-approved BMPs.

Low Impact Permit Step 6: Schedule a Preconstruction Meeting with the County Erosion Control Inspector through the Engineering Permits Staff.
Section 7.6 discusses Step 6.

**Schedule
Preconstruction
Meeting**

7.6

The Permittee(s) shall contact the Public Works Engineering Permits Staff (see contact information in Appendix A) to schedule the on-site Preconstruction Meeting. Three (3) days' notice (business days, not including Saturdays and Sundays) shall be provided to schedule the meeting. For instance, if the call to the County takes place before 3:30 pm on a Monday, the Preconstruction Meeting can be scheduled for the next Thursday. If the call to the County takes place before 3:30 pm on a Thursday, the Preconstruction Meeting will be scheduled for the following Tuesday.

Important

If the Permittee(s) begins work on the site (other than installing the Initial BMPs) prior to obtaining an approved Low Impact GESC Permit, the County will issue a Stop Work Order.

Low Impact Permit Step 7: Start grading and land disturbing activities in accordance with the accepted Low Impact GESC Permit Drawing.
Section 7.7 discusses Step 7.

**Begin
Construction**

7.7

After successful completion of the pre-construction meeting with the Douglas County Erosion Control Inspector and upon obtaining the approved Low Impact GESC Permit, construction and land disturbing activities may begin.

Grading operations shall be confined to the limits of construction and completed in accordance with the accepted Low Impact GESC Drawing.

Low Impact Permit Step 8: Address any compliance issues identified by the County Erosion Control Inspector.
Section 7.8 discusses Step 8.



Address any Inspection Comments

7.8

During construction, all GESC criteria, including seeding and mulching requirements, shall be met. If Douglas County finds a Low Impact GESC Permit holder to be non-compliant with the Low Impact GESC Permit or any other GESC criteria, the Permit may be suspended and a Stop Work Order issued (see Section 5.10.3). The County may then require the Permittee(s) to obtain a Standard GESC Permit, per the GESC Manual

Section 5.10 provides information on violations and enforcement, including the Stop Work Order.

Low Impact Permit Step 9: Upon completion of grading or land disturbing activities, install final stabilization measures as shown on the accepted Low Impact GESC Drawing.
Section 7.9 discusses Step 9.

Drill Seed and Crimp Mulch All Disturbed Areas

7.9

All disturbed areas shall be drill seeded and crimp mulched or otherwise stabilized in accordance with the GESC Criteria Manual within thirty (30) days of initial exposure or within fourteen (14) days of substantial completion (as defined by Douglas County) of an area, whichever is less. This may require multiple mobilizations for seeding and mulching.

Low Impact Permit Step 10: Schedule Vegetation Acceptance Inspection when vegetative growth has reached the required coverage.
Section 7.10 discusses Step 10.

Schedule Vegetation Acceptance Inspection

7.10

When required by the County, a Vegetation Acceptance Inspection shall be performed. Sections 6.4 and 6.5 describe requirements for vegetative coverage and control of noxious weeds.

As soon as the County determines and the permittee receives written acceptance that the vegetative coverage is adequate, the temporary sediment controls shall be removed and the project will be considered complete.