[Date]

[Contact]

City of Longmont

385 Kimbark Street

Longmont, CO 80501

**Re:**  **[Development Name] PSC Certification Letter**

City of Longmont Staff:

The intent of this letter is to formally certify that the grass swales and/or buffers installed at [development name] were designed to meet all water quality technical standards outlined in Title 14.24 and 14.26 of the City of Longmont (City) Municipal Code, and was inspected and confirmed to be constructed in general conformance with the City-approved construction documents and specifications.

[Summarize any deviations from approved construction plans and specifications, if any. Identify why these changes do not impact the claim above.]

(For each swale update the following paragraph): The grass swale was constructed with a geometry that is adequate to pass the 2-yr storm with a velocity of less than 1 ft/s and a flow depth of less than 1 ft. The impervious area tributary to the swale is XX ft2 and the area of the swale itself is XX ft2 and the length of the swale is XX ft. The longitudinal slope of the swale is XX%. *[If less than 2% it is likely that there is an underdrain, if so please include the following statement, if not please explain why not and state why you believe the constructed swale will function as designed.]* Due to the slope being less than 2%, an XX inch underdrain was installed to facilitate drainage. The swale has been/will be stabilized to at least 70% with city-approved vegetation.

(If grass buffers are used please update the following paragraph, otherwise delete): The grass buffers were constructed to receive distributed runoff from the surrounding impervious area and convey the runoff to inlet after providing runoff reduction. The total impervious areas tributary to all buffers is XX ft2 and the area of the buffers themselves are XX ft2 with an average buffer flow length of XX ft. The slope of the buffer is XX%. The buffer has been/will be stabilized to at least 70% with city-approved vegetation.

In summary, receiving pervious areas have been installed and will receive the required tributary area. The total WQCV for the project is XXX ft3 and the total amount of the WQCV reduced is XXX ft3, resulting in XX% of the overall WQCV being reduced which is greater than or equal to the required 60% reduction to meet the water quality volume reduction standard as outlined in Title 14.26 of the City Municipal Code.

 Attached to this letter you will find:

* If multiple swales are included: A map of location of all swales with an alphabetic or numeric label (e.g. Swale 1, Swale 2, etc...).
* Original design construction documents including all relevant details and calculations for the water quality facilities.
* As-built construction documents for the water quality facility (includes a topographic survey of the constructed facility including the as-built elevations at the entrance and exit of each swale/buffer as well as the constructed cross-section of the swale).
* Updated calculations for the as-built condition demonstrating that the volume reduction standard was met with the constructed facilities.
* Updated Operations and Maintenance Manual associated with the PSCs. The Manual should be adjusted based on any changes that were made during construction and should contain the stamped as-built details for the PSC.
* Photograph Documentation of the receiving pervious areas (only include what is applicable)
	+ Cross-section of each swale
	+ Underdrain system including any riser pipes for cleanouts

Sincerely,

First Last Name, P.E.

Title

Organization Name