



CITY OF LONGMONT | Stormwater Quality Program

Date Updated: 1/2/2025

PSC Development Submittal Checklist

NAME OF DEVELOPMENT _____

1. FINAL DRAINAGE REPORT / TECHNICAL MEMORANDUM*

- Design Narrative
- Reference Design Criteria: [MHFD - USDCM, Volume 3](#)[^]
 - Summarize On-Site Stormwater Runoff Regime[^]
 - State total disturbed area (Verify that area listed includes any work that exposes soil. This also includes off-site work or required ROW improvements.)
 - Include basin description for each uniquely labeled sub-basin labels including area, imperviousness, disturbed area (assumption is the sub-basin is fully disturbed unless otherwise noted), if the basin is treated or untreated and, if treated, to which PSC is it tributary.
 - Identify potential pollutant sources and any non-structural controls to be implemented to prevent pollution (as relevant for the development)
 - Identify Low Impact Development (LID) Techniques Utilized[^]
 - PSC Facility Description(s)[^]
 - [Base water quality design standard\(s\)](#) and supporting calculations
 - Identification all treated and untreated areas
 - [Quantify untreated areas](#) (Verify acceptable per design standard)
 - Justification for all untreated areas
 - Technical Data (see below)
 - PSC Permit Discussion
 - Long-term Operations and Maintenance Responsibilities
 - Annual Reporting and Inspection Requirements

- Technical Data
- Tributary Catchment Area & Imperviousness (for each facility)[^]
 - Key Facility Parameters (i.e. volumes, flow rates, reductions, surface areas)[^]
 - Structural Elements of Each Facility
 - Receiving Waterway of Facilities[^]
 - Soil Type(s) and Depth to Groundwater[^]
 - Other metrics which may be pertinent

- Appendix
- [Mile High Flood District Spreadsheet\(s\) \[MHFD-Detention & SCM-Design\]](#)[^]
 - Design reports for prefabricated PSC facilities if applicable
 - Other calculations required to demonstrate regulatory compliance
 - Technical Manual including Drainage Map, construction drawings, and details for all drainage infrastructure and permanent stormwater controls (see below)

*These submittal requirements are associated only with the PSC Permit. Other drainage requirements that are to be included in the Final Drainage Report must be coordinated with Engineering Services.

[^] Items are required in Preliminary Drainage Reports.

Both Preliminary & Final Drainage Reports should include a Drainage Map showing general location of PSC(s) and LID.

2. TECHNICAL MANUAL (DRAINAGE MAP, CONSTRUCTION DRAWINGS, AND DETAILS)

- | | |
|------------------|--|
| Technical Manual | <input type="checkbox"/> Existing Basin Map (Including sub-basin designations)^
<input type="checkbox"/> Proposed Drainage Plan (Including sub-basin designations)^
<input type="checkbox"/> Storm Plan and Profile Sheets
<input type="checkbox"/> PSC Plan View^
<input type="checkbox"/> PSC Component Detail Sheet(s) and Specifications |
|------------------|--|

*Drawings and maps should be extracted from the construction drawings/ plan set, and do NOT need to be stand-alone plan set. It is advised that when creating the construction drawing set to group all the storm plan and profile and storm infrastructure elements together and to group the stormwater quality (PSC and LID) elements together on as few sheets as possible to facilitate easy extraction and integration into the Drainage Report Technical Manual.

^ Items are required in Preliminary Drainage Reports.

3. OPERATIONS & MAINTENANCE PLAN

- | | |
|-----------------------------------|---|
| O&M Manual
(for each facility) | <input type="checkbox"/> Operations & Maintenance Manual - Template
<input type="checkbox"/> General facility description and information
<input type="checkbox"/> Simple diagram or schematic of the facility labeling each relevant component
<input type="checkbox"/> Recommended maintenance activities and frequencies (Generic lists are provided in template, use correct list for PSC type and update for relevant PSC components) |
|-----------------------------------|---|

*O&M Manual is a document that is intended for the eventual PSC owner. The intent of the City of Longmont is to simplify the O&M Manual to make it more accessible to long-term owners. The technical PSC and drainage information will be included in the Technical Manual below. In the template O&M Manual, there are spaces for owner, manager, and maintenance provider, these do not need to be filled out during design submittal. **The O&M Manual should be submitted as a word document separate from the drainage report.**

All project activity must adhere to the City Of Longmont's Municipal Code, specifically section 14.26. The City of Longmont's Stormwater Quality Chapter can be viewed [online](#).

Additional information associated with the PSC Permit can be found on the [City of Longmont website](#).