



CITY OF LONGMONT | Stormwater Quality Program

Date Updated: 2/20/2026

PSCM Development Submittal Checklist

NAME OF DEVELOPMENT _____

1. FINAL DRAINAGE REPORT / TECHNICAL MEMORANDUM*

- | | |
|------------------|---|
| Design Narrative | <ul style="list-style-type: none"><input type="checkbox"/> Reference Design Criteria: MHFD - USDCM, Volume 3[^]<input type="checkbox"/> Summarize On-Site Stormwater Runoff Regime[^]<ul style="list-style-type: none">- 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.<input type="checkbox"/> Identify potential pollutant sources and any non-structural controls to be implemented to prevent pollution (as relevant for the development)<input type="checkbox"/> Identify Low Impact Development (LID) Techniques Utilized[^]<input type="checkbox"/> PSCM Facility Description(s)[^]<ul style="list-style-type: none">- 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)<input type="checkbox"/> PSCM Permit Discussion<ul style="list-style-type: none">- Long-term Operations and Maintenance Responsibilities- Annual Reporting and Inspection Requirements |
| Technical Data | <ul style="list-style-type: none"><input type="checkbox"/> Tributary Catchment Area & Imperviousness (for each facility)[^]<input type="checkbox"/> Key Facility Parameters (i.e. volumes, flow rates, reductions, surface areas)[^]<input type="checkbox"/> Structural Elements of Each Facility<input type="checkbox"/> Receiving Waterway of Facilities[^]<input type="checkbox"/> Soil Type(s) and Depth to Groundwater[^]<input type="checkbox"/> Other metrics which may be pertinent |
| Appendix | <ul style="list-style-type: none"><input type="checkbox"/> Mile High Flood District Spreadsheet(s) [MHFD-Detention & SCM-Design][^]<input type="checkbox"/> Design reports for prefabricated PSCM(s) if applicable<input type="checkbox"/> Other calculations required to demonstrate regulatory compliance<input type="checkbox"/> Existing and Proposed Drainage Plan should be provided in the Drainage Report |

*These submittal requirements are associated only with the PSCM 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 PSCM(s) and LID.

2. DRAINAGE PLAN, CONSTRUCTION DRAWINGS, AND DETAILS

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|--------------------------------------|--|
| Drainage Plan,
Drawings & Details | <input type="checkbox"/> Existing Basin Plan (Including sub-basin designations)^
<input type="checkbox"/> Proposed Drainage Plan (Including sub-basin designations)^
<input type="checkbox"/> Storm Plan and Profile Sheets (include major and minor HGLs)
<input type="checkbox"/> PSCM Plan View^
<input type="checkbox"/> PSCM Component Detail Sheet(s) and Specifications |
|--------------------------------------|--|

*Drawings and maps should be included in 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 PSCM type and update for relevant PSCM components) |
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*O&M Manual is a document that is intended for the eventual PSCM 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 O&M Manual should reference the technical drawings in the provided section, but do not need to be included in the O&M Manual. 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 pdf document throughout the review process, but the final version 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 PSCM Permit can be found on the [City of Longmont website](#).