



Instructions for Obtaining a NPDES 1200-C Construction Stormwater Permit (Erosion Prevention and Sediment Control) in Clackamas County

Water Environment Services (WES), a department of Clackamas County, is a designated Local Agent for the Oregon Department of Environmental Quality (DEQ) in the issuance and administration of the 1200-C (Construction Stormwater) permit.

NOTE: On November 30, 2010 all NPDES 1200-C permits expired. DEQ has since issued a new 1200-C permit and developed a new permit application form. As of January 13, 2011, DEQ is revising the 1200-C Application Guidance, the drawing templates and other 1200-C forms which will be available later this year. In the interim, the following information and procedures are provided to facilitate the submittal and approval of 1200-C permits within our service area.

When do I need to get a 1200-C Permit?

If soil disturbance related to building improvements or development of property disturbs an acre or greater of soil, then DEQ requires the applicant to obtain a DEQ 1200-C permit.

Where do I obtain a 1200-C Permit in Clackamas County

Water Environment Services (WES) a Department of Clackamas County administers 1200-C permits within its Surface Water Management Districts and throughout unincorporated areas of Clackamas County (including the Oak Lodge Sanitary District). By agreement, WES also administers 1200-C permits for the Cities of Gladstone and Rivergrove. To obtain a 1200-C permit in other cities in Clackamas County please contact a City representative or the DEQ.

What do I need to submit to WES to obtain a 1200-C?

DEQ is working on creating the new Application Guidance and revisions to the existing Template Drawings but will accept the existing ones if they accompany the new permit application and meet the new permit conditions. Please make a complete submittal to WES including all the following items:

- 1) Completed and signed 1200-C permit application form.
 - ✓ Submit a signed original of the 1200-C application form and 1 pdf copy.
- 2) Land Use Compatibility Statement (LUCS). Complete the LUCS which must be signed as "Approved" by the local planning agency and include findings (if appropriate) prior to submitting the LUCS to WES.
 - ✓ Submit the signed original LUCS form and 1 pdf copy.
- 3) The Erosion and Sediment Control Plan drawings. The drawings **must** follow the WES template drawings provided on the WES website and include on the drawings all the information required in Parts I, II and III of the Erosion and Sediment Control Plan.
 - ✓ Submit 2 sets of the plan drawings for review.
 - ✓ Upon preliminary plan approval submit 2 sets of the plan drawings and electronic pdf files of the complete set of plans. If the electronic pdf file is larger than 8 MB the drawings must be split into multiple files so no one file is larger than 8 MB file size.
- 4) Submit the applicable WES fees. Fees cover the cost of plan review, permitting and inspections. The permit fee varies depending on the amount of disturbed area and where the project is located (see the fee descriptions listed below). Fees are payable directly to WES.

Additional fees for Permit Transfer, Annual Compliance Determination, Renewal, etc will be paid directly by DEQ.

Fees for 1200-C Permits within WES Surface Water Management Districts

Permit Fee: **\$460** for the 1st acre, and
 \$80 for each additional acre (all fractions round up to the next full number)

Fees for 1200-C Permits outside of WES' Surface Water Management Districts

Permit Fee: **\$460** for the 1st acre, and
 \$80 for each additional acre (all fractions round up to the next full number)

Plan Review Fee:

\$55 - Single Family
 \$260 - Non-Single Family

WES 1200-C Permit Application Process

Upon application submittal of the required items listed above WES will check the submittal for completeness within three (3) business days. Completeness is achieved when all of the required documents and components listed above have been received. If incomplete, the applicant will be notified that they will have to resubmit the application materials. Once complete, the submittal will be reviewed and any deficiencies will be corrected prior to preliminary plan approval. For sites that disturb five (5) acres and greater, DEQ requires a 14-day Public Comment period. WES will forward the plans to DEQ for public comment once all WES requirements and comments have been met. At the end of the comment period, DEQ will forward any applicable comments to WES who will forward them to the applicant. The applicant will revise the plans accordingly and submit final copies to WES.

Permit Issuance:

WES will issue notification of permit approval to the applicant upon final plan approval.

Changes to Plans After Approval/During Project

Changes in information on the application and/or the approved plans must be submitted to WES (at WES' discretion) by email, redlined plans, revised plans, the DEQ Action Plan form or a combination of these.

Permit Termination:

Once the permittee is confident that the project has met the conditions listed on the Permit Termination form, they will contact WES and ask for a final erosion control inspection. After the permittee receives confirmation from WES approving the termination inspection the permittee can submit the *Permit Termination* form to WES. WES will close the 1200-C permit and forward the information to DEQ.

Water Environment Services contact information

Water Environment Services
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