

# How Do I Get A Utah Storm Water Construction Permit and SWPPP?

## **Step 1 - Determine Which Permit you Need**

- A single residential lot that disturbs less than one acre and is located in a subdivision that is an acre or greater is eligible for a Common Plan Permit.
- All other construction that disturbs an acre or more (or is part of a common plan of development, subdivision, or phased project disturbs an acre or more) is required to get a Construction General Permit (CGP).

## **Step 2 - Access the Construction Storm Water Webpage**

- Go to [construction.stormwater.utah.gov](https://construction.stormwater.utah.gov)

## **Step 3 - Complete a Storm Water Pollution Prevention Plan (SWPPP)**

- Under the “Permit Coverage” header, download the SWPPP template that matches your permit type from Step 1. Either Common Plan SWPPP Template or SWPPP CGP Template.
- Read the appropriate permit, located above the SWPPP template on the webpage, prior to completing the template so you understand your requirements.
- Fill in the required fields in the downloaded SWPPP template.

## **Step 4 - Obtain Permit Coverage - Notice of Intent (NOI)**

- On right side of the construction webpage click the orange button for “UPDES NeT CGP Apply Online”.
- Once you login (create an account if you’re new), click your role (Signatory or Preparer), and then click the “Create new NOI or LEW” button.
- Answer the questions and pay the fee. Immediately after payment you will get a permit number and printable NOI. Coverage is for one year from the date you apply.

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## **To Terminate the Permit Once Work is Complete**

- From the construction webpage (Step 2) click on the orange “UPDES NeT CGP Apply Online” button.
- Log in using the same username you used to originally apply for the permit. Click on your role, either Signatory or Preparer.
- Click on the "Actions" button to the left of the permit you wish to terminate and select “Create NOT (Terminate)” from the drop-down. Answer any questions and certify the form.
- If you have trouble with the database, you can instead download a “Notice of Termination” form from the Construction Website, fill it out, and email it to [wqinfodata@utah.gov](mailto:wqinfodata@utah.gov).

**Need Help? Contact Division of Water Quality: (801) 536-4300 or [wqinfodata@utah.gov](mailto:wqinfodata@utah.gov)**