

# **PRE-FOREST MANAGEMENT OPERATIONS ENVIRONMENTAL PLANNING GUIDE**

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Project Official Name: \_\_\_\_\_

Proposed Start Date: \_\_\_\_\_ Acreage to be Treated: \_\_\_\_\_

Project Administrator: \_\_\_\_\_

Phone: \_\_\_\_\_

Please attach a description of proposed activity, Scope of Work or Charter with this document.

**(Please note: Street Address, Intersections, and GIS coordinates)**

Date Guide filled out: \_\_\_\_\_

Project Number if applicable: \_\_\_\_\_

## **PRE-FOREST MANAGEMENT OPERATIONS STRATEGIC ENVIRONMENTAL PLANNING!**

This Guide is designed to assist project managers contractors with preplanning to determine and meet environmental requirements for all forest management activities. Colorado Springs Utilities, Environmental Services Department (EVS) can assist with obtaining permits or answer questions on environmental requirements for any project. Remember that this is only a simple guide. There are many environmental requirements; it is the Contractor's responsibility to ensure that all environmental requirements are followed.

For questions relating to environmental planning and procedures, please contact the Project Coordinator (phone number) or Colorado Springs Utilities at 719-668-4554.

## **AIR EMISSIONS REQUIREMENTS**

1. Are you going to conduct open burning of any material such as weeds or slash? \_\_\_\_\_ If so, you need a permit from the EPCDHE. This normally takes about 3-5 days.

If the project involves **air emissions**, what are your plans to obtain permits or meet the environmental requirements for air quality? \_\_\_\_\_

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## **WATER DISCHARGE REQUIREMENTS**

1. Are you going to remove water from a trench or excavation and discharge it? \_\_\_\_\_ What are you going to do with the water? \_\_\_\_\_ How many gallons of water will be discharged? \_\_\_\_\_ Construction dewatering discharges must be permitted by CDPHE. In order to be covered by the City/CSU construction de-watering permit, Best Management Practices (BMPs) must be followed and reporting to EVS must be

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done on the construction water discharges. In addition, pre-discharge notification and sampling will be required for those discharges >75,000 gallons that are covered by this permit. **Contracted construction projects must obtain their own dewatering permit** (this takes about 30 days). Dewatering permits have requirements to monitor discharges from project site and reporting conditions. Contact EVS (668-4463), Permitting Services to report planned discharges two days prior to discharge.

If your project involves **water discharges**, what are your plans to obtain permits or meet the Environmental requirements for water quality? \_\_\_\_\_

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2. Are you going to discharge water that may have contaminants such as soap, dirt, or oil into any waterway, concrete channel, ditch, street, or onto the ground? \_\_\_\_ If so, you may need a Minimal Industrial Discharge permit from the CDPHE. This normally takes about 60 to 90 days.
  3. Are you going to: disturb more than 1 acre of land, move more than 500 cubic yards of soil, grade on property with over an 8% slope, OR grade on a Hillside Overlay Area? \_\_\_\_\_ If so, you will need a grading and erosion control plan submittal and approval from the Colorado Springs City Engineers' office (Inside City limits - City, Outside City limits - County). The City application usually takes 15 days per review and to process. The County application may take up to 120 days.
  4. Are you going to disturb more than 1 acre of land? \_\_\_\_ If so, you will need a construction Stormwater permit from the CDPHE. This normally takes about 10 days. You will need to prepare a Stormwater Management Plan (SWMP) for the construction activity prior to submitting the permit application and must comply with the plan once work commences (Including: conducting biweekly inspections and assuring permit conditions are being met).
  5. Are you going to do any work in a creek or disturb any wetlands? \_\_\_\_ If so, you will need to submit a Pre-Construction Notification describing the scope of work to the U.S. Army Corps of Engineers. A nationwide permit or an individual permit will be issued based on scope specifics. An individual permit can take 90 to 120 days and a nationwide can take 10 to 15 working days to acquire. Note: the Corps requires applicant to acquire an approved 100-year Flood Plain permit prior to NW permit approval. **Note: If project is within 300 feet of waterways or wetlands, a Preble's Meadow Jumping Mouse habitat assessment must be done. This determines if a mouse survey should be conducted prior to beginning work to identify mouse presence or absence and habitat impact. Refer to page 7.**
  6. Will you be working in a flood plain? \_\_\_\_ All construction (e.g. any structures, fill, excavation, utilities and bank stabilization) in federally designated flood plain areas must obtain a flood plain development permit. A flood plain permit is not required for construction in a 500-year flood plain. This permit can be obtained from Colorado Springs Regional Building (this takes 2-14 days).

## **WASTE GENERATION/DISPOSAL REQUIREMENTS**

1. Are you going to remove any construction debris such as liquid wastes, pipe, soil, rock, asphalt, or concrete? \_\_\_\_\_ Type(s) of debris to be removed. \_\_\_\_\_

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Where will the debris be disposed? \_\_\_\_\_ Specific disposal sites have been identified/approved for CSU/City depending on the type of debris.

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2. Are you going to dig a trench or excavate in an area that may have petroleum or other contamination (e.g. service stations, spills or old landfills)? If so, please explain situation,

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If, contamination exist; where will material be disposed of? \_\_\_\_\_

**Note: Contaminated material cannot be used for backfill; it must be properly disposed at a CSU/City approved site.**

3. Are you going to generate any special wastes such as asbestos, sandblasting debris, soils, solvents, flammable liquids, chemical wastes, paint wastes, fluorescent light tubes or ballasts, or wastes that may contain metals such as lead, chromium, or mercury (e.g. lead paint)? List type(s) of waste that will be generated. \_\_\_\_\_

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Where will the special wastes be disposed? (Note: Wastes must be sampled to determine the appropriate disposal method.) \_\_\_\_\_

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**Note: Specific disposal sites have been identified and approved for CSU/City depending on the type of waste. Regulatory Services must be contacted if ones' project involves waste generation/disposal. (See contacts on 1<sup>st</sup> page for assistance with arrangements for disposal).**

## **FUEL/OIL STORAGE & EQUIPMENT MAINTENANCE**

1. Are you going to refuel equipment at the work site? \_\_\_\_\_. If equipment is going to be refueled with tankers, how and where will that be done? **(Note: CDOL and the Fire Department requirements for fuel transfers must be followed.)**

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2. Will fuel be stored on-site? \_\_\_\_\_. If so, the fuel storage area must have spill containment controls (i.e. berms). A permit for temporary storage will be required from the Fire Department. This takes about 3 days.

3. How much fuel or oil is going to be stored (gallons)? \_\_\_\_\_. Depending on the quantity (660 gallons or more) and type, it may be necessary to register the tanks with the Colorado Department of Labor and Employment, Division of Oil and Public Safety. If registered, the tanks will need to be inspected monthly. In addition, if there is a total 1320 gallons or greater stored on site above ground you will need a Spill Prevention Control and Countermeasure (SPCC) Plan.

4. Will the storage tank be installed aboveground or underground? \_\_\_\_\_. Please explain storage process, \_\_\_\_\_

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5. Are you going to repair or maintain equipment at the work site? \_\_\_\_\_. If so, what kind of solvents will be used for parts washing? \_\_\_\_\_  
How will waste solvent and/or used oil be managed or disposed (Note: specific disposal sites have been identified/approved for CSU/City use)? \_\_\_\_\_

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5. What provisions are you making to ensure that oil or other chemicals will not be released to the ground? \_\_\_\_\_
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If your project involves **fuel/oil storage or equipment maintenance**, please explain your plans to meet the environmental requirements for bulk fuel storage & fueling and for release protection? \_\_\_\_\_

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## WILDLIFE

There are currently 91 species federally or state-listed as endangered, threatened, or species of special concern in Colorado. These include mammals, reptiles, amphibians, birds, fish, plants, insects, and mollusks. In the Colorado Springs service area, the following listed species may be found:

- ✓ **Arkansas Darter** (fish) – Found in lower Turkey Creek drainage that feeds Fountain Creek; Jimmy Camp Creek near Fountain; and on Fort Carson.
- ✓ **Bald Eagle** – inhabits Rivers, reservoirs, or lake shores with large, tall trees (in winter).
- ✓ **Greenback Cutthroat Trout** – Lives in reservoirs on Pikes Peak, Severy Creek, and Fort Carson.
- ✓ **Mexican Spotted Owl** – May nest in west-central or southwest El Paso County, in closed-canopy forests or rocky canyons, and Fort Carson in pinion-juniper woodlands.
- ✓ **Preble's Meadow Jumping Mouse** – Lives in riparian areas (at edge of waterways/wetlands), up to 300 feet from the edge of the 100-year floodplain, into the uplands.
- ✓ **Western Burrowing Owl** – Nests in eastern El Paso County, including the Colorado Springs Airport, often near, or in, burrows of ground squirrels or prairie dogs (April-September).

Species proposed for Federal listing:

- ✓ **Black-Tailed Prairie Dog** – Lives in eastern El Paso County in large colonies.
- ✓ **Mountain Plover** (bird) – Nests in eastern El Paso County in short grass prairie or prairie dog towns (March-September).

In addition to the listed species, all migratory birds are protected under the Migratory Bird Treaty Act.

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1. Will you be working within 300 feet of the 100-year floodplain (or within 300 feet of the edge of the riparian vegetation along a waterway if floodplain isn't mapped)? \_\_\_\_\_ If so, you must have a Preble's Meadow Jumping Mouse habitat assessment conducted and may need a mouse survey conducted, prior to beginning work, to identify if the mouse or its

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habitat will be impacted. A survey can only be conducted between June 1 and September 15. The US Fish & Wildlife Service has the approval authority on this item and it takes 30-60 days to gain approval following survey submission. Their approval will be required before a 404 permit can be authorized.

2. Will you be working near Severy Creek, Jimmy Camp Creek, or Fountain Creek near its convergence with Jimmy Camp Creek? \_\_\_\_\_ If so, you may need a habitat assessment for the Arkansas Darter or Greenback Cutthroat Trout and may need to have a survey conducted. Process is estimated from 35 to 45 working days.
3. As a part of your project, might you disrupt any potential bird nesting areas (e.g. bare ground, grasslands, shrubs, trees, stream banks, and buildings)? \_\_\_\_\_ If so, a bird survey must be conducted and any appropriate permits must be obtained. Process is estimated from 10 to 45 working days. This survey will also identify Bald eagles, Mexican Spotted Owls, and Western Burrowing Owls.

## **CULTURAL & PROPERTY ACQUISITIONS**

1. Will the project consist of digging or trenching on public property (City, State, and/or Federal property)? \_\_\_\_\_ If so, a cultural survey may need to be performed. Process duration from time of survey initiation to report submittal and receiving clearance is estimated from 45 to 60 working days.
2. Will you be purchasing or transferring ownership of land on behalf of Colorado Springs? \_\_\_\_\_ If so, a Phase I property assessment will be required prior to making an agreement of property sale.

You must contact Regulatory Services Section Supervisor to formally request a Phase I Environmental Site Assessment. (Time to complete a Phase I assessment is 30 days)

Note: If, as part of your project, you must acquire property, prior to purchase, ensure that the property owner removes all waste and materials including: debris, chemicals, tanks, trash, etc. This will reduce the amount of time and cost to CSU/City for waste management and disposal.

## **WORKING IN FEDERAL LANDS OR WITH FEDERAL MONEY**

1. Will the project occur on Federal Land? \_\_\_\_\_ If not, will it be funded by Federal money? \_\_\_\_\_ If so, a process called National Environmental Policy Act (NEPA) will require one or more of the following: Categorical Exclusion (CATEX), Environmental Impact Statement (EIS), Environmental Assessment (EA), Biological Evaluation (BE), Biological Report, and/or Investigative studies. EISs, EAs, or BAs can take from 6 to 8 months to prepare. Federal NEPA process duration from submittal of letter of intent and reports to receipt of clearance is estimated from 6 months to 2 years or more.
2. On what federal land agency properties will the proposed project be located?  
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(i.e. BLM, USFS, BLR, Military Installation, etc.).
3. Will the project be a new installation or a modification? \_\_\_\_\_ If so, a Special Use permit may be required. The process to acquire a new Special Use

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permit is estimated from 6 months to 2 years. A modification is estimated from 6 months to 2 years depending on the modification specifics.

≈ **Note:** As we progress to be responsible Environmental Stewards of our community, please note that regardless the size of the proposed activity, best management practices (BMPs) and good housekeeping practices shall be used to minimize and/or avoid adverse impacts to our environment.