

# Construction Stormwater Quality (SWQ) Submittal Process

## ESC Plans and Notice of Intent (NOI)

The ESC Plan and property owner's NOI must be approved by the SWQ section of the Planning Department prior to issuance of any construction permits.

1. Prepare an Erosion and Sediment Control (ESC) Plan per the checklist. A professional certification is required.
2. Fill out a Stormwater Quality Information Sheet and Fee schedule (SWQIS)
3. The property owner must obtain coverage under the EPA's Construction General Permit (CGP). Alternatively, the property owner may qualify for a waiver, in which case the owner must obtain a separate ESC Permit from the City.
4. Submittal documents must include the SWQIS, the current property owner's NOI, and the ESC Plan. Avoid duplicate file names.
5. Applications and resubmittals must be made through [ABQ-PLAN](#). Use your email address to establish an account. Then, at the "Home" screen, click "Apply," then search for "SWQ" to find the "Construction Stormwater Quality (SWQ) Submittals" category and click "Apply" again. Click on your site on the map to add the Location. Include the Project Name in the "Description" in "Type", then provide the three required "Contacts." Add "More Information" and "Attach" the required PDF submittal documents. Then, "Sign" and "Review & Submit." It is a good idea to email James Hughes at [jhughes@cabq.gov](mailto:jhughes@cabq.gov) each time you hit the "Submit" button.
6. You can monitor the progress of your application on the Dashboard. Comment and approval letters will be emailed to all Contacts. You can "Pay Invoices" from the top ribbon on the "Home" screen. E-mail the receipt showing the fees were paid to [jhughes@cabq.gov](mailto:jhughes@cabq.gov).
7. Insert a copy of the ESC Plan approval letter and the "signed NOI" in the Building Permit application.

Please allow 2 weeks for review and approval of all Construction ESC submittals and resubmittals.

## Determination of Stabilization

A request for the site to be determined as stabilized by the city per city ordinance § 14-5-2-11(C)(1) must be emailed to [PLNDRS@cabq.gov](mailto:PLNDRS@cabq.gov) and to [jhughes@cabq.gov](mailto:jhughes@cabq.gov). It should include:

1. An up-to-date copy of the SWPPP Map with a Certification per CGP Appendix G.11.4 showing the location of each of the "Conditions for Terminating CGP Coverage" per CGP Part 8.2 and a specific explanation of those conditions.
2. Photographs and supplementary explanation in compliance with CGP 8.2.1.a where applicable.
3. Notice of Termination (NOT) certified per Appendix G11.1. Provide documentation of acceptance by the EPA.
4. A Stormwater Quality Information Sheet and Fee schedule (SWQIS)

Following a Determination of Stabilization by the City, the property owner must comply with the CGP and city ordinance § 14-5-2-11 prior to any further earth disturbance on the site. Furthermore, the City may require additional stabilization if non-vegetative erosion controls have been applied to satisfy CGP Part 2.2.14c.iii.a, and if they fail to provide cover for at least three years as required.