



Memo

To: Design Consultants/Developers
From: Jessica Watson, Program Manager
Sussex Conservation District
Date: 3/31/2011
Re: **Procedures for Sediment and Stormwater Approval Extensions**

Please be aware that Sediment and Stormwater Plan Approval is valid for 3 years from the date of an approval. The Delaware Sediment and Stormwater Regulations state the following:

- 8.7** Approved plans remain valid for **3 years from the date of an approval**, unless specifically extended or renewed by the appropriate plan approval agency. The basis for extension or renewal may include, but not limited to, the following items:
- 8.7.1** Failure to initiate the approved project for reasons acceptable to the appropriate plan approval agency such as funding or other agency permit delays; or
- 8.7.2** Time duration for a type of activity that typically exceeds three years.

Information needed to extend the Sediment and Stormwater Approval:

1. Submit an electronic or written request to the District office for an approval extension. Include an explanation as to why the project was not initiated or was not completed.
2. Provide the District with a fee of **\$250.00** for the approval extension.
3. Complete a new application form in its entirety which can be downloaded off of the District website at Sussexconservation.org.
4. If the owner has changed since the original approval, provide a New Signed Owners Certification Statement with current information.
5. If the owner information has changed on the Notice of Intent (NOI) for Stormwater Discharges Associated with Construction Activity under a NPDES General Permit, please update this information with DNREC. You can fill out the appropriate form

available at <http://www.swc.dnrec.delaware.gov/Pages/SedimentStormwater.aspx> or contact Joanne Gedney, DNREC at 302-739-9921 for assistance.

6. The Erosion and Sediment Control details are required to be from the current 2005 Delaware Erosion and Sediment Control Handbook located online at <http://www.swc.dnrec.delaware.gov/Pages/SedimentStormwater.aspx>.

Please be sure to include the Pollution Prevention Details from section 3.6 of the Handbook.

7. Provide 5 sets of the updated information for District approval. We do not require a full set of plans.
8. An approval letter will be issued that states that the new approved sheets will be added to the original plan set as an addendum. Furthermore, a new plan expiration date is provided allowing for another 3 years to complete the project.

If a sediment and stormwater project has **not** been officially “closed-out” and submitted a Notice of Termination (NOT) for their NPDES Construction permit to DNREC, then the sediment and stormwater permit needs to remain current. All projects with some level of construction activity, including home construction are required to maintain their sediment and stormwater approval and NOI permit.

Furthermore, if there are outstanding issues, methodology design/construction changes, procedure and policy updates, the District will determine if a plan revision is warranted.

If you have any questions or concerns, please contact Jessica Watson at Jessica.Watson@state.de.us or James Elliott at James.Elliott@state.de.us or at the District office at 302-856-7219.