

Guam Environmental Protection Agency (GEPA) Clearing, Grubbing, Grading, & Stockpiling (CGGS) Permit

Contractor Checklist for DoD DPRI Projects on Guam

This guidance checklist summarizing GEPA regulations and standards to be used at Contractor's sole discretion and does not diminish Contractor requirements to comply with FAR 52.236.7 Clause for Permits and Responsibilities and other project-specific contractual obligations entered into with the Department of Defense (DoD).

	Task/Item	Guidance	Status	✓
1	References	<ul style="list-style-type: none"> • 22 GAR Chapter 10 Guam Soil Erosion and Sediment Control Regulations • 2006 CNMI and Guam Storm Water Management Manual 		
2	Timeline	<ul style="list-style-type: none"> • Submit application and accompanying documentation NLT 45 days prior to start of construction. • DO NOT submit directly to GEPA until Government review is completed and your application is approved by the CME. 		
3	Complete the CGGS Permit Application Form (2011-001)	<ul style="list-style-type: none"> • Determine if project activity requires a permit and what type. <i>(See 22 GAR Chapter 10 § 10102. General Provisions: Purpose, Scope, Applicability and Exemptions)</i> • Permit is required for clearing, grubbing, grading, stockpiling, embankment, filling, excavating, and/or other earth moving operations. 		
4	Determine what supporting documents below are needed to accompany your application	<ul style="list-style-type: none"> • Ensure plans are complete to prevent delays in review. [<i>See 22 GAR Chapter 10 § 10104. Permit Issuance and Denials (c) Permit Application Contents</i>]. Please check all applicable and include in package for review/submission. <ul style="list-style-type: none"> <input type="checkbox"/> Maps (REQUIRED) <input type="checkbox"/> Basis of Design (BOD) /Construction Operation & Maintenance Plan (REQUIRED) <input type="checkbox"/> Storm Water Design Calculations (REQUIRED) <input type="checkbox"/> CGGS Plan (REQUIRED) <input type="checkbox"/> Solid Waste Disposal Plan (REQUIRED) <input type="checkbox"/> Environmental Protection Plan (EPP) (REQUIRED) <input type="checkbox"/> Erosion Control Plan (ECP) (REQUIRED) <input type="checkbox"/> Construction General Permit (CGP) Notice of Intent (NOI) (REQUIRED) 		

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		<ul style="list-style-type: none"> <input type="checkbox"/> Storm Water Pollution Prevention Plan (SWPPP) (REQUIRED) <input type="checkbox"/> Site & Topographic Plan (REQUIRED) <input type="checkbox"/> Notice to Proceed/Lease Agreement or written authorization from property owner (REQUIRED) <input type="checkbox"/> Engineer Soils Report <input type="checkbox"/> For Stockpiling permits only (AS APPLICABLE) <ul style="list-style-type: none"> <input type="checkbox"/> Site Plan <input type="checkbox"/> Engineer Soils Report <input type="checkbox"/> Storm Water Design Calculation (REQUIRED) <input type="checkbox"/> Projected Work In-Water (Waters of the USA) (AS NECESSARY) <ul style="list-style-type: none"> <input type="checkbox"/> GEPA-approved 401 WQC Permit <input type="checkbox"/> USACOE 404 or Nationwide Permit <input type="checkbox"/> Wetland Delineation <input type="checkbox"/> Sinkholes <input type="checkbox"/> State Historic Preservation Office (SHPO) Clearance (REQUIRED) <input type="checkbox"/> U.S. Fish & Wildlife (USFWS) Consultation or Department of Agriculture's Division Aquatic & Wildlife Resources Approval/Clearance (REQUIRED) 		
5	Maps (REQUIRED)	<ul style="list-style-type: none"> • Maps will be prepared and signed by a licensed land surveyor. • Grading plans and specifications will be prepared/signed by an engineer. • Required maps should conform to the latest Zoning Code of Guam's Land Use Plan and subdivision law. The scale shall be no smaller than 1 inch= 50 feet or 1 inch= 5 meters. 		
6	BOD (REQUIRED)	<ul style="list-style-type: none"> • Construction Operation & Maintenance Plan provided at award will suffice. 		

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7	Storm Water Design Calculations (REQUIRED)	<ul style="list-style-type: none"> • BOD shall include calculations specified in <i>Chapter 2 of 2006 CNMI and Guam Storm Water Management Manual, Part 2.1. Treatment Criteria</i> • All E&SC measures must be designed to safely convey the 10-year frequency storm without creating erosion conditions. • The BOD must contain a drainage basin plan clearly showing the boundaries and size (area) of each contributing drainage to each E&SC BMP for reference. The drainage areas used in the calculations must match those shown on the drainage basic plan. 		
8	CGGS Plan (REQUIRED)			
9	Solid Waste Disposal Plan (REQUIRED)			
10	EPP (REQUIRED)	<ul style="list-style-type: none"> • Plan(s) must provide project information on: <ul style="list-style-type: none"> ○ The methods and/or equipment selected for use (expected or anticipated) in controlling erosion and disposal of storm water runoff prior to and post construction, including drainage devices such as terraces, berms, ditches culverts, subsurface drains, sedimentation basins, and the estimated runoff quantities of the areas served by each drain and drainage structure. ○ Any expected environmental problems during and after construction ○ The methods and/or equipment chosen to avoid, mitigate, or control potential adverse effects to the environment. 		
11	ECP (REQUIRED)	<ul style="list-style-type: none"> • ECP must be prepared and signed by an engineer. • Plan(s) must provide project information on (Refer to 22 GAR Chapter 10 Guam Soil Erosion and Sediment Control Regulations) : <ul style="list-style-type: none"> ○ Description of the Project including boundaries of clearing and grading ○ Project Site Plan ○ Grading Plan ○ Construction Schedule ○ Stormwater Drainage System and Control of Site Water Runoff (Post construction infiltration BMPs may not be used as sedimentation basin). 		

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		<ul style="list-style-type: none"> ○ Maintenance Procedures ○ Traffic Control Plan (protection of BMPs during construction) ○ Disposal of Spoil Materials ○ Revegetation/Stabilization Plan ○ Protection and Removal of Native Vegetation ○ Establishment of Vegetation 		
12	CGP NOI (REQUIRED)	<ul style="list-style-type: none"> ● USEPA receipt acknowledgement 		
13	SWPPP (REQUIRED)	<ul style="list-style-type: none"> ● The plan must be prepared and signed by an engineer. ● This plan, in addition to the Erosion and Sediment Control Plan, is required when the area to be graded is more than five thousand (5,000) square feet or a proposed cut or fill is greater than five (5) feet in height. ● The methods and/or equipment selected for use (expected or anticipated) in controlling erosion and disposal of storm water runoff prior to and post construction, including drainage devices such as terraces, berms, ditches culverts, subsurface drains, sedimentation basins, and the estimated runoff quantities of the areas served by each drain and drainage structure. 		
14	Site & Topographic Plan (REQUIRED)	<ul style="list-style-type: none"> ● Submit a vicinity map or plan of the site indicating: <ul style="list-style-type: none"> ○ Site information. The location, including names and locations of streets, roadways, and right-of-ways; property line locations, dimensions and azimuths, easements and setbacks of property; the location of any utility and utility lines, buildings, structures and improvements on or within 100 feet of the site; prominent visible rock out-cropping; elevations, dimensions, location, extent and slopes of all proposed earth-moving activities shown by contours and/or other means; the area in square feet of the land to be affected; and the quantities of excavation and fill involved. ○ Water course information: Locations, dimensions and flow of springs, rivers, wetlands, wells and streams; natural drainage depressions, basins and sinks; flood plains on the project site and downstream locations which will undergo changes due to the proposed earth-moving operations; and existing and proposed water quality monitoring stations located on or nearby the project site. 		

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		<ul style="list-style-type: none"> ○ Vegetation information. Location and type of existing trees with a diameter of 12 inches and greater. ○ Identifying all existing/proposed storm drains and culverts in project footprint 		
15	Notice to Proceed/Lease Agreement or written authorization from property owner (REQUIRED)			
16	Engineer Soils Report	<ul style="list-style-type: none"> ● Submit when a proposed cut or fill is greater than five (5) feet or the proposed grading is on land with slopes exceeding five percent (5%), or when any fill is to be placed in a gully, or when the fill material will be a highly plastic clay. ● The Engineer Soils Report must be signed by an engineer and approved by the owner. ● The Report shall include data regarding the nature of the distribution and engineering characteristics of existing soils, and the subsurface conditions at the site. It shall recommend the limits for the proposed grading, fill material to be used, geotechnical calculations for the cut or fill area, and manner of placing, including the heights and slopes of cut and fill sections. ● See also "For Stockpiling Permits only" below. 		
17	For Stockpiling permits only (AS APPLICABLE)	<ul style="list-style-type: none"> ● Site Plan <ul style="list-style-type: none"> ○ Plan must identify property boundaries; easement; type and source of stockpile material; location(s); stockpile's height, setbacks, and quantities; expected life of the stockpile; information to control dust; drainage or sedimentation problems. ● Engineer Soils Report <ul style="list-style-type: none"> ○ Where stockpiling is for the purpose of surcharging to stabilize or consolidate an area, the permittee shall submit an Engineer Soils Report which shall include data on the effect such surcharging will have on adjacent buildings or structures. ● Storm Water Design Calculation (REQUIRED) <ul style="list-style-type: none"> ○ Stamped by a professional engineer 		

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		<ul style="list-style-type: none"> ○ Storm water runoff drainage system plan with design calculation based on actual percolation rate that shows type and location of detention basin and the direction of runoff flow 		
18	Projected Work In-Water or to Waters of the United States (AS NECESSARY)	<ul style="list-style-type: none"> ● If wetlands exist on the property to be cleared and grubbed, graded or used for stockpiling of earth materials, the wetlands must be identified with both field markings and by mapping on the site and/or grading plan(s). Wetlands cannot be cleared, grubbed, graded or otherwise be used as a stockpiling site without first obtaining both a valid Guam Wetland Development Permit and a U.S. Army Corps of Engineers Section 404 fill or discharge permit. ● GEPA-approved 401 WQC Permit <ul style="list-style-type: none"> ○ Required if in-water or discharges to waters of the United States ● USACOE 404 or Nationwide Permit <ul style="list-style-type: none"> ○ USACOE 404: applicable for discharges of dredged or fill material into waters of the United States, including wetlands. ○ Nationwide Permit: discharges that will have only minimal adverse effects (minor road activities, utility line backfill, and bedding are activities that can be considered for a general permit) ● Wetland Delineation <ul style="list-style-type: none"> ○ GEPA may require that wetlands, on the property to be cleared, grubbed or used for stockpiling of earth materials, be officially delineated, in whole or in part, when conditions such as slope, soil stability, proximity of work or other performance related conditions warrant an official delineation. Individuals required to delineate wetlands in accordance with this provision shall apply the mapping requirements of the GEPA Wetlands Mapping Policy, revised November 9, 1995. ● Sinkholes <ul style="list-style-type: none"> ○ Consult GEPA if clearing, grubbing, grading, or stockpiling footprint is in close proximity to a sinkhole 		
19	SHPO Clearance (REQUIRED)	<ul style="list-style-type: none"> ● Applicable PA Memo 		
20	USWFS Consultation or Department of Agriculture's Division Aquatic & Wildlife	<ul style="list-style-type: none"> ● DPRI Biological Opinions (2015, 2017, 2018, and 2020) 		

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	Resources Approval/Clearance (REQUIRED)			
21	Detention Basin Plan (AS NECESSARY)	<ul style="list-style-type: none"> • Detention basin needed during clearing, grubbing, and/or grading <ul style="list-style-type: none"> ○ Identify type and location of basin and direction of runoff flow. 		