

# City of Lincoln Online Stormwater Pollution Prevention Plan (SWPPP) Inspection Reporting Tutorial

Go to the Nebraska Department of Environment and Energy webpage at: <http://www.deq.state.ne.us/>

Select **Permits & Authorizations** on the far right of Home page

Select **Online Applications** in the pull-down menu

Select **Construction Storm Water**

News & Announcements | Agency Information | Emergency / Disaster | Search NDEE Web

Assistance | Cleanups | Compliance & Enforcement | Financial - Grants | Laws/Regs & EQC | Licenses & Certification | Maps & Data | **Permits & Authorizations**

**Environmental Alert - September 12, 2019**  
**Two Lakes on Health Alert for Harmful Algal Blooms**  
Harmful Algal Blooms & Bacteria Sampling Results - Press Release

Construction Storm Water  
Air General Construction Permits  
Air Open Burn Permits  
Onsite Wastewater Treatment - Technical Guide for Applications

Permits & Authorizations Information  
What Every Nebraska Business Should Know About Environmental Permits  
NDEQ Permitting and Authorization Programs  
Permit Matrix  
Consultants' Directory  
**Online Applications**

The NPDES Permit for Storm Water Discharges from Construction Sites will display

Select **Online Application Process**

## NPDES Permit for Storm Water Discharges from Construction Sites ( Construction Storm Water )

This information is provided by the Nebraska Department of Environmental Quality to assist the public and regulated community .

Form #: WAT012

**Applications and Forms**

Revised: 12/28/16

Size	File Name
305 KB	2016 CSW General Permit-Correction.pdf
196 KB	CSW InstructionsForRegistration.pdf



\*\*\*\* The Construction Storm Water application process is now an online process \*\*\*\*

**Account Registration Instructions in the above PDF**

**Online Application Process** \* - This link takes you to the online application page. You may register for an account to use the online permit application process. Or, once you have an account, you can login to the application. Prior to completing your account registration, please note or record your userID, security questions and answers. The direct URL to the application page is: <https://ecmp.nebraska.gov/DEQ-CSW> \*

### Construction Storm Water Projects and Records:

The following links provide options to search for Construction Storm Water Projects in Nebraska. Two links are available:

**DEQ CSW NOI Permit Number** \* can be used to find the Construction Storm Water Permit Number, Project Name,

The CONSTRUCTION STORM WATER PERMITTING LOGIN page will open

Enter your **User Name** and **Password** to log into the portal (new users see next step on this page)

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**CONSTRUCTION STORM WATER PERMITTING LOGIN**

**Construction Storm Water Permitting**

**User Name**

**Password**

Login

[Reset Password](#) (Non-State Employees)

[Update User Account Information](#) (Non-State Employees)

THIS IS A GOVERNMENT COMPUTER SYSTEM. UNAUTHORIZED ACCESS IS PROHIBITED. ANYONE USING THIS SYSTEM IS SUBJECT TO MONITORING. UNAUTHORIZED ACCESS OR ATTEMPTS TO USE, ALTER, DESTROY OR DAMAGE DATA, PROGRAMS OR EQUIPMENT COULD RESULT IN CRIMINAL PROSECUTION.....

**NEW USERS**

If you are a first time user and have not yet registered for an account, click the following link and follow the instructions

[Register Here](#) (Non-State Employees)

For **NEW USERS** select [Register Here](#) to create user name and password

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**CONSTRUCTION STORM WATER PERMITTING LOGIN**

**Construction Storm Water Permitting**

**User Name**

**Password**

Login

[Reset Password](#) (Non-State Employees)

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**NEW USERS**

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[Register Here](#) (Non-State Employees)

## NEW ACCOUNT REGISTRATION

Fill in all \* Required fields

### NEW ACCOUNT REGISTRATION

\* Required

User Information [Field Requirements](#)

First Name \*

Last Name \*

Email Address \*

Confirm Email \*

---

Login Information

Username \*

Password \*

Confirm Password \*  [Password Rules](#)

---

Password reminder questions

Question One \*

Your Answer \*

Question Two \*

Your Answer \*

Question Three \*

Your Answer \*

---

Select

Page down to **SWPPP Inspection Reporting**

This section is for CSW permits you have not previously reported on

Enter the CSW-Number select

Or

This section is to add a report to a project you have previously reported on, select the CSW-Number here

### SWPPP Inspection Reporting

To start a new inspection report for a CSW permit that you've not previously created a SWPPP Inspection for, input the CSW Permit Number (e.g. CSW-201800024) and click 'Search'. If a valid permit is found, you will be navigated to the SWPPP Inspections Overview page for that permit. To create a SWPPP Inspection for a permit that you've already created a report for, select the project in the next section.

Search By CSW Permit Number:

Listing of CSW Permits that you have existing SWPPP Inspection Reports

Select a Permit Number link to review and create SWPPP Inspection Reports for permits that you've already created reports for. Note: Once the related CSW Permit has been closed, they will no longer be listed in this section.

Permit Number	Project Name	Project Location
<a href="#">CSW 201803246</a>	Lincoln Watershed Test Project # 2	949 W Bond
<a href="#">Csw-201903449</a>	test watershed	
<a href="#">csw-201701450</a>	Waterford Estates Mass Grading	North 98th and Holcrege Street, Lincoln, Nebraska

SWPPP Inspections can be submitted via two different methods:

### Option 1

Select **Fill Out Report Online** to complete the standard template questions online

**OR**

### Option 2

Select **Upload Your Own Report** to upload your own completed report

Welcome, NPDES. [LOG OUT](#)

**CSW SWPPP Inspections Overview for Permit CSW-202105875**

Permit Number: **CSW-202105875**    Project Name: **City of Lincoln Test Project #5**    Project Location: **949 West Bond St, Suite 200**

Permit Status: **NOI APPROVED**

**i** You have two options when it comes to submitting your SWPPP inspection reports.

[Fill Out Report Online](#)    [Upload Your Own Report](#)

[SWPPP Inspection Reporting: Frequently Asked Questions](#)

**Notice:**  
This section was experiencing technical difficulties and is now functioning properly. If you come across any further issues or have any concerns, please report them to our support team. Your feedback is important to us as we strive to provide you with the best possible experience. Thank you.

**i** List of existing SWPPP Inspection Reports that you've started, but not submitted

Inspection Date	Report Type	Doc Date
<a href="#">9/15/2023</a>	Online Report	9/15/2023
<a href="#">8/10/2023</a>	Online Report	8/10/2023
<a href="#">6/16/2023</a>	Online Report	6/16/2023
<a href="#">6/9/2023</a>	Upload Own Report	6/9/2023
<a href="#">6/1/2023</a>	Upload Own Report	6/1/2023
<a href="#">6/1/2023</a>	Online Report	6/1/2023
<a href="#">5/31/2023</a>	Upload Own Report	5/31/2023
<a href="#">5/31/2023</a>	Online Report	5/31/2023
<a href="#">5/31/2023</a>	Online Report	5/31/2023
<a href="#">5/26/2023</a>	Online Report	5/26/2023
<a href="#">4/10/2023</a>	Online Report	5/26/2023

If you selected **Upload Your Own Report**, fill in the required fields as needed to continue

**Note:** You can use your own inspection report template as long as all required information is included within the report.

**Click Here** if you wish to use an EPA and City approved template.

**Optional:** You can upload additional documents (updated E&SC plans, photos, etc.) in the **Updated Erosion Control Plan** or **Additional Documentation** sections.

**REQUIRED:** Select browse under the **Inspection Report** section, find your report on your device, then select upload to complete the submittal

STORMWATER POLLUTION PREVENTION PLAN  
INSPECTION REPORT

CSW Permit Number: CSW-202105875

Name of Project	Location of Project	SWPPP Designer First Name	SWPPP Designer Last Name	SWPPP Designer Company Name
City of Lincoln Test Project	949 West Bond St, Suite 2I	Trevor	Hansen	City of Lincoln, NE

  

Inspection Date	Inspection Time	First Inspection?	Last Inspection Date
12/28/2023	12:52 PM	YES NO	11/22/2023

  

Authorized Project Representative First Name	Authorized Project Representative Last Name	Authorized Project Representative Company Name
Bob	Cut	Adobe

  

Inspector First Name	Inspector Last Name	Inspector Company Name	Inspector Title	Cell Phone
Shannon	Ideus	Inspection	Inspector	(402)405-2372

Email: sideus@lincoln.ne.gov      Confirm Email: sideus@lincoln.ne.gov

We will send this inspection report to the Inspector's email address listed above. If you want to send a copy to someone else, please provide their email information below.

Recipient First Name	Recipient Last Name	Recipient Title	Recipient Cell Phone	Recipient Email
Shannon	Ideus	Isdkjlfef	(402)405-2372	sideus@lincoln.ne.gov

Where are the Erosion Control Plans and other SWPPP documents located?  
In a trailer

[Save Form for Later Submission](#) [Save and Continue](#)

Contact Us: [ndee.csw@nebraska.gov](mailto:ndee.csw@nebraska.gov)

UPDATED EROSION CONTROL PLANS

**Optional** - Attach updated Erosion Control Plans (including mark ups)

[Browse...](#) [Upload](#)

Accepted file types: PDF, JPG, GIF, and TIFF.

View	Description	Doc Date
No attached documents were found.		

ADDITIONAL DOCUMENTATION

**Optional** - Attach additional Inspection Photos, or any other additional documents.

Description

*\* You must enter a description prior to upload.*

[Browse...](#) [Upload](#)

Accepted file types: PDF, JPG, GIF, and TIFF.

View	Description	Doc Date
No attached documents were found.		

INSPECTION REPORT

**Required** - Attach your own completed inspection report.

For the inspection information listed on the previous page, the uploaded report must be legible and meet the State of NE Construction General Permit Guidelines for SWPPP Inspections.

[Browse...](#) [Upload](#)

Accepted file types: PDF, JPG, GIF, and TIFF.

View	Document Type	Delete
The Inspection Report Form, document type, is required to be uploaded.		

After completing this section of the inspection report, click on the "Submit" button. This action will lead you to the "Additional Documentation Page" which allows you to attach

If you selected **Fill Out Report Online**, the **STORM WATER POLLUTION PREVENTION PLAN IN-SPECTION REPORT** is displayed

The Inspection form will automatically populate the **CSW-Permit Number, Date, Time, and Project information** including *lo-cation* and persons asso-ciated with the project.

Complete the remaining fields

STORMWATER POLLUTION PREVENTION PLAN  
INSPECTION REPORT

CSW Permit Number: CSW-202105875

Name of Project	Location of Project	SWPPP Designer First Name	SWPPP Designer Last Name	SWPPP Designer Company Name
City of Lincoln Test Project	949 West Bond St, Suite 2l	Trevor	Hansen	City of Lincoln, NE

Inspection Date	Inspection Time	First Inspection?	Last Inspection Date
12/28/2023 mm/dd/yyyy	12:52 PM	YES NO	11/22/2023 mm/dd/yyyy

Authorized Project Representative First Name	Authorized Project Representative Last Name	Authorized Project Representative Company Name
Bob	Cut	Adobe

Inspector First Name	Inspector Last Name	Inspector Company Name	Inspector Title	Cell Phone
Shannon	Ideus	Inspection	Inspector	(402)405-2372

Email	Confirm Email
sideus@lincoln.ne.gov	sideus@lincoln.ne.gov

We will send this inspection report to the Inspector's email address listed above. If you want to send a copy to someone else, please provide their email information below.

Recipient First Name	Recipient Last Name	Recipient Title	Recipient Cell Phone	Recipient Email
Shannon	Ideus	lsdkjflf	(402)405-2372	sideus@lincoln.ne.gov

**i** Where are the Erosion Control Plans and other SWPPP documents located?

In a trailer

Answer the following fields to continue. If Yes is selected, further details will be required to be filled in.

Select **Save and Continue** to Proceed.

The screenshot shows the 'STORMWATER POLLUTION PREVENTION PLAN INSPECTION REPORT' for permit number CSW-202105875. It contains four questions with 'YES' or 'NO' buttons. The first three questions are about storm events, runoff, and illicit discharges. The fourth question asks for the current weather. Navigation buttons include 'Overview', 'Back', 'Save and Go Home', and 'Save and Continue'. A footer contains a disclaimer: 'THIS IS A GOVERNMENT COMPUTER SYSTEM. UNAUTHORIZED ACCESS IS PROHIBITED...'.

Begin answering the inspection questions. If **NO** is selected, you will need to verify if **Corrective Action** is required (Y/N). If **Yes** to Corrective Action, you will need to complete the Date Identified and Location/Action fields.

NOTE - You have the option to upload a photo to further supplement the inspection observations.

This screenshot shows question 1: 'Are Erosion Control Plans up to date per current site conditions?'. It includes a 'Corrective Action Required' section with 'YES' and 'NO' buttons, and fields for 'Corrective Action Date Identified' and 'Corrective Action Date Corrected'. A text area is provided for 'Location and Corrective Action Needed'. A note explains that photos must be removed before updating the comment. Below the note is a file upload section with a 'Browse...' button, an 'Upload' button, and a list of accepted file types: PDF, JPG, GIF, and TIFF. At the bottom, a table header shows 'View', 'Description', and 'Doc Date', with a message: 'No attached documents were found.'

After answering all the Inspection questions, you have the option to add additional **Comments** to the report. Adding comments can be helpful in further supplementing the report with details, notes, or overall progress on the project.

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## STORMWATER POLLUTION PREVENTION PLAN INSPECTION REPORT

CSW Permit Number: CSW-202105875

16. Are required sediment basins installed per permit specifications and properly maintained? YES NO N/A

17. Are seeding requirements properly implemented? YES NO N/A

Comments:

Page: 6 of 7

[Overview](#) [Back](#) [Save Current Page](#) [Save and Continue](#)

Contact Us: [ndee.csw@nebraska.gov](mailto:ndee.csw@nebraska.gov)



Optional - You can add an **Updated Erosion Control Plan** or any other **Additional Documentation** to the report in this section. Select Browse to find the file on your device, then select Upload.

Select **Save and Continue** to proceed.

**UPDATED EROSION CONTROL PLANS**

**Optional** - Attach updated Erosion Control Plans (including mark ups)

[Browse...](#) [Upload](#)

Accepted file types: PDF, JPG, GIF, and TIFF.

View	Description	Doc Date
No attached documents were found.		

**ADDITIONAL DOCUMENTATION**

**Optional** - Attach additional Inspection Photos or any other additional documents for upload into the application.

Description

Please enter description prior to upload.

[Browse...](#) [Upload](#)

Accepted file types: PDF, JPG, GIF, and TIFF.

View	Description	Doc Date
No attached documents were found.		

After completing this section of the inspection report, click on the "Save and Continue" button. This action will lead you to the "Additional Documentation Page", which allows you to attach any supplementary documents relevant to your inspection.

Upon attaching all necessary documents, you're obliged to certify your inspection. Be aware that failing to do so could result in your submission being marked as incomplete, potentially leading to non-compliance with regulatory standards. Non-compliance can trigger penalties, including fees and fines. It is your responsibility to ensure every step is duly completed, particularly the crucial inspection certification.

[Overview](#) [Back](#) [Save Form for Later Submission](#) [Save and Continue](#)

Contact Us: [ndee.csw@nebraska.gov](mailto:ndee.csw@nebraska.gov)

You must **Agree** to the Certification Statement in order to submit the report. Select **Agree**, then **Submit** to file the report.

After submittal, you will be redirected to the Home Page. The Inspection Report should be available to view after thirty minutes.

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**CERTIFICATION STATEMENT**

I certify, under penalty of law, that this inspection report and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate and complete. I am aware that there are significant penalties for submitting false information including the possibility of fine and imprisonment for knowing violations.

[AGREE](#) [DISAGREE](#)

Select 'Submit' button to complete certification. Within an hour, a PDF version of the inspection report form will be available for download within the completed inspection reports section.

[Back](#) [Cancel](#) [Submit](#)

Contact Us: [ndee.csw@nebraska.gov](mailto:ndee.csw@nebraska.gov)

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Security, Privacy & Accessibility Policy  
The State of Nebraska Website

Nebraska Department of Environment and Energy  
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