**City of Cold Spring Storm-Water Management Program**

**Construction Storm Water Pollution Prevention Plan (SWPPP) Template**

**Instructions**

To help you develop your construction project Stormwater Pollution Prevention Plan (SWPPP), the City of Cold Spring has developed a revised U.S Environmental Protection Agency (EPA) SWPPP Template. The template is designed to help you develop a SWPPP that is compliant with the minimum requirements of the ***Kentucky Division of Water KPDES General Permit for Storm Water Discharges Associated with Construction Activities (KYR10),*** and is customizable to your specific project and site.

**Using the SWPPP Template**

Each section of the SWPPP Template includes space for your project and site information. The SWPPP Template was developed as an editable document file so that you can easily add tables and additional text. Note that some sections may require only a brief description while others may require several pages of explanation.

The following tips for using this template will help you ensure that the minimum permit requirements are met:

* Read the ***Kentucky Division of Water KPDES General Permit for Storm Water Discharges Associated with Construction Activities (KYR10)*** thoroughly before you begin preparation of your SWPPP to ensure that you have a working understanding of the permit’s underlying requirements.
* Complete the SWPPP prior to submitting your Notice of Intent (NOI) for permit coverage.
* If you prepared a SWPPP for coverage under a previous version, you must review and update your SWPPP to ensure that the KYR10 requirements are addressed prior to submitting your NOI.
* If there is more than one construction operator for your project, consider coordinating development of your SWPPP with the other operators. However, while multiple operators may share the same SWPPP, make sure that responsibilities and scope of work are clearly described for each operator.
* Once you have been provided coverage under the CGP, include your NOI and authorization email, as well as a copy of the CGP, as attachments to the SWPPP. See Appendices B and C of the SWPPP Template.

EPA and the City of Cold Spring notes that while EPA and Cold Spring has made every effort to ensure the accuracy of all instructions and guidance contained in the SWPPP Template, the actual obligations of regulated construction activities are determined by the relevant provisions of the permit, not by the Template. In the event of a conflict between the SWPPP Template and any corresponding provision of the KYR10, you must abide by the requirements in the permit. EPA and the City of Cold Spring welcome comments on the SWPPP Template at any time and will consider those comments in any future revision of this document.

**Stormwater Pollution Prevention Plan (SWPPP)**

For Construction Activities At:

Insert Project/Site Name

Insert Project Site Location/Address

Insert City, State, Zip Code

Insert Project/Site Telephone Number

SWPPP Prepared For:

Insert Company or Organization Name

Insert Name

Insert Address

Insert City, State, Zip Code

Insert Telephone Number

Insert Fax/Email

SWPPP Prepared By:

Insert Company or Organization Name

Insert Name

Insert Address

Insert City, State, Zip Code

Insert Telephone Number

Insert Fax/Email

SWPPP Preparation Date:

**\_\_ \_\_ / \_\_ \_\_ / \_\_ \_\_ \_\_ \_\_**

**Estimated Project Dates:**

**Project Start Date: \_\_ \_\_ / \_\_ \_\_ / \_\_ \_\_ \_\_ \_\_**

**Project Completion Date: \_\_ \_\_ / \_\_ \_\_ / \_\_ \_\_ \_\_ \_\_**

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#

# SECTION 1: CONTACT INFORMATION/RESPONSIBLE PARTIES

## 1.1 Operator(s) / Subcontractor(s)

|  |
| --- |
| **Operator(s):** |
| Insert Company or Organization Name: |
| Insert Name: |
| Insert Address: |
| Insert City, State, Zip Code: |
| Insert Telephone Number: |
| Insert Fax/Email: |
| Insert area of control (if more than one operator at site): |
| [Repeat as necessary.] |

|  |
| --- |
| **Subcontractor(s):** |
| Insert Company or Organization Name: |
| Insert Name: |
| Insert Address: |
| Insert City, State, Zip Code: |
| Insert Telephone Number: |
| Insert Fax/Email: |
| Insert area of control (if more than one operator at site): |
| [Repeat as necessary.]**Emergency 24-Hour Contact:** |
| Insert Company or Organization Name: |
| Insert Name: |
| Insert Telephone Number: |

|  |
| --- |
| 1.2 Stormwater Team* Identify the staff members (by name or position) that comprise the project’s storm water team as well as their individual responsibilities. At a minimum the storm water team is comprised of individuals who are responsible for overseeing the development of the SWPPP, any later modifications to it, and for compliance with the requirements in this permit (i.e., installing and maintaining storm water controls, conducting site inspections, and taking corrective actions where required).
 |
| Insert Role or Responsibility: |
| Insert Position:Insert Name: |
| Insert Telephone Number: |
| Insert Email: |
| Insert Role or Responsibility: |
| Insert Position:Insert Name: |
| Insert Telephone Number: |

Insert Email:

|  |
| --- |
| Insert Role or Responsibility: |
| Insert Position:Insert Name: |
| Insert Telephone Number: |

Insert Email:

[Repeat as necessary.]

# SECTION 2: SITE EVALUATION, ASSESSMENT, AND PLANNING

## 2.1 Project/Site Information

|  |
| --- |
| **Project Name and Address**Project/Site Name: INSERT TEXT HERE |
| Project Street/Location: INSERT TEXT HERE |
| City: INSERT TEXT HERE |  |  |
| State: INSERT TEXT HERE |
| ZIP Code: INSERT TEXT HERE |
| County or Similar Subdivision: INSERT TEXT HERE |
| **Project Latitude/Longitude**(Use **one** of three possible formats, and specify method) |
| Latitude: | Longitude: |
| 1. \_ \_ º \_ \_ ' \_ \_'' N (degrees, minutes, seconds) | 1. \_ \_ º \_ \_ ' \_ \_'' W (degrees, minutes, seconds) |
| 2. \_ \_ º \_ \_ . \_ \_' N (degrees, minutes, decimal) | 2. \_ \_ º \_ \_ . \_ \_' W (degrees, minutes, decimal) |
| 3. \_ \_ . \_ \_ \_ \_ º N (decimal) | 3. \_ \_ . \_ \_ \_ \_ º W (decimal) |
| Method for determining latitude/longitude:  |
| [ ] USGS topographic map (specify scale: ) | [ ]  EPA Web site | [ ]  GPS |
| [ ]  Other (please specify):  |
| Horizontal Reference Datum: [ ]  NAD 27 [ ]  NAD 83 or WGS 84 [ ]  UnknownIf you used a U.S.G.S topographic map, what was the scale? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Additional Project Information** If you are conducting earth-disturbing activities in response to a public emergency, document the cause of the public emergency *(e.g., natural disaster, extreme flooding conditions)*, information substantiating its occurrence *(e.g., state disaster declaration)*, and a description of the construction necessary to reestablish effective public services: INSERT TEXT HERE  |

## 2.2 Discharge Information

Instructions (see “Discharge Information” section of Appendix J – NOI form):

* In this section, include information relating to your site’s discharge. This information corresponds to the “Discharge Information” section of the NOI form. Because you may be using EPA’s mapping tool to answer some of these questions, and the tool is accessed in the eNOI system, you may find it necessary to leave some questions unanswered until you have completed that portion of the NOI.
* For Table 1, list the name of the first surface water that receives discharges from your site. If your site has discharges to multiple surface waters, indicate the names of all such waters.
* For Table 2, if any of the surface waters you listed out in Table 1 are listed as impaired by the applicable State or Tribe, provide specified information about pollutants causing the impairment and whether or not a Total Maximum Daily Load (TMDL) has been completed for the surface water. For more information on TMDLs and impaired waters, including a list of TMDL contacts and links by state, visit [www.epa.gov/npdes/stormwater/tmdl](http://www.epa.gov/npdes/stormwater/tmdl).
* For Table 3, indicate whether any of the surface waters you listed out in Table 1 are designated as Tier 2, 2.5, or 3 waters by your State or Tribe. See Appendix F for more information.

|  |
| --- |
| Does your project/site discharge storm-water into a Municipal Separate Storm Sewer System (MS4)? [ ]  Yes [ ]  No |
|  |
| Are there any surface waters that are located within 50 feet of your construction disturbances? [ ]  Yes [ ]  No |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Table 1 – Names of Receiving Waters**

|  |
| --- |
| Name(s) of the first surface water that receives stormwater directly from your site and/or from the MS4 (note: multiple rows provided where your site has more than one point of discharge that flows to different surface waters) |
|
| **1.** |
| **2.** |
| **3.** |
| **4.** |
| **5.** |
| **6.** |

 |
| [Include additional rows as necessary.]**Table 2 – Impaired Waters / TMDLs** (Answer the following for each surface water listed in Table 1 above)

|  |  |  |
| --- | --- | --- |
|  | Is this surface water listed as “impaired”? | If you answered yes, then answer the following: |
| What pollutant(s) are causing the impairment? | Has a TMDL been completed? | Title of the TMDL document | Pollutant(s) for which there is a TMDL |
| **1.** | [ ] YES [ ]  NO |  | [ ] YES [ ]  NO |  |  |
| **2.** | [ ] YES [ ]  NO |  | [ ] YES [ ]  NO |  |  |
| **3.** | [ ] YES [ ]  NO |  | [ ] YES [ ]  NO |  |  |
| **4.** | [ ] YES [ ]  NO |  | [ ] YES [ ]  NO |  |  |
| **5.** | [ ] YES [ ]  NO |  | [ ] YES [ ]  NO |  |  |
| **6.** | [ ] YES [ ]  NO |  | [ ] YES [ ]  NO |  |  |

[Include additional rows as necessary.]Describe the method(s) you used to determine whether or not your project/site discharges to an impaired water: INSERT TEXT HERE |

## 2.3 Nature of the Construction Activity

|  |
| --- |
| **General Description of Project**Provide a general description of the construction project:  |
| INSERT TEXT HERE |
| **Size of Construction Project**What is the size of the property (in acres), the total area expected to be disturbed by the construction activities (in acres), and the maximum area expected to be disturbed at any one time? |
| INSERT SIZE OF PROPERTY (in acres)INSERT TOTAL AREA OF CONSTRUCTION DISTURBANCES (in acres)INSERT MAXIMUM AREA TO BE DISTURBED AT ANY ONE TIME (in acres)[Repeat as necessary for individual project phases.]**Construction Support Activities** (only provide if applicable)Describe any construction support activities for the project (e.g., concrete or asphalt batch plants, equipment staging yards, material storage areas, excavated material disposal areas, borrow areas)  |
| INSERT DESCRIPTION OF CONSTRUCTION SUPPORT ACTIVITYINSERT CONTACT INFORMATION FOR CONSTRUCTION SUPPORT ACTIVITY (Name, Telephone No., Email Address)INSERT LOCATION INFORMATION FOR CONSTRUCTION SUPPORT ACTIVITY (Address and/or Latitude/Longitude)[Repeat as necessary.]  |

## 2.4 Sequence and Estimated Dates of Construction Activities

**Phase I**

INSERT GENERAL DESCRIPTION OF PHASE

* INSERT ESTIMATED START AND END DATES OF CONSTRUCTION DISTURBANCES ASSOCIATED WITH THIS PHASE
* FOR EACH STORMWATER CONTROL, INSERT ESTIMATED DATE(s) OF INSTALLATION OF EACH STORMWATER CONTROL
* FOR AREAS OF THE SITE REQUIRED TO BE STABILIZED, INSERT ESTIMATED DATE(s) OF APPLICATION OF STABILIZATION MEASURES
* INSERT ESTIMATED DATE(s) WHEN STORMWATER CONTROLS WILL BE REMOVED

**Phase II**

INSERT GENERAL DESCRIPTION OF PHASE

* INSERT ESTIMATED START AND END DATES OF CONSTRUCTION DISTURBANCES ASSOCIATED WITH THIS PHASE
* FOR EACH STORMWATER CONTROL, INSERT ESTIMATED DATE(s) OF INSTALLATION OF EACH STORMWATER CONTROL
* FOR AREAS OF THE SITE REQUIRED TO BE STABILIZED, INSERT ESTIMATED DATE(s) OF APPLICATION OF STABILIZATION MEASURES
* INSERT ESTIMATED DATE(s) WHEN STORMWATER CONTROLS WILL BE REMOVED

[Repeat as needed.]

## 2.5 Allowable Non-Stormwater Discharges

|  |
| --- |
| **List of Allowable Non-Stormwater Discharges Present at the Site** |

|  |  |
| --- | --- |
| **Type of Allowable Non-Stormwater Discharge** | **Likely to be Present at Your Site?** |
| Discharges from emergency fire-fighting activities | [ ] YES [ ]  NO |
| Fire hydrant flushings | [ ] YES [ ]  NO |
| Landscape irrigation | [ ] YES [ ]  NO |
| Waters used to wash vehicles and equipment | [ ] YES [ ]  NO |
| Water used to control dust | [ ] YES [ ]  NO |
| Potable water including uncontaminated water line flushings | [ ] YES [ ]  NO |
| Routine external building wash down | [ ] YES [ ]  NO |
| Pavement wash waters | [ ] YES [ ]  NO |
| Uncontaminated air conditioning or compressor condensate | [ ] YES [ ]  NO |
| Uncontaminated, non-turbid discharges of ground water or spring water | [ ] YES [ ]  NO |
| Foundation or footing drains | [ ] YES [ ]  NO |
| Construction dewatering water | [ ] YES [ ]  NO |

(Note: You are reminded of the requirement to identify the likely locations of these allowable non-stormwater discharges on your site map. See Section 2.6, below, of the SWPPP Template.)

## 2.6 Site Maps

Instructions:

* Attach site maps in Appendix A of the Template. For most projects, a series of site maps is necessary and recommended. The first should show the undeveloped site and its current features. An additional map or maps should be created to show the developed site or, for more complicated sites, show the major phases of development.

These maps must include the following features:

* Boundaries of the property and of the locations where construction will occur, including:
	+ Locations where earth-disturbing activities will occur, noting any phasing of construction activities;
	+ Approximate slopes before and after major grading activities. Note areas of steep slopes, as defined in Appendix A;
	+ Locations where sediment, soil, or other construction materials will be stockpiled;
	+ Locations of any crossings of surface waters;
	+ Designated points on the site where vehicles will exit onto paved roads;
	+ Locations of structures and other impervious surfaces upon completion of construction; and
	+ Locations of construction support activity areas covered by this permit.
* Locations of all surface waters, including wetlands, that exists on or near your site. Indicate which waterbodies are listed as impaired, and which are identified by your state.
* The boundary lines of any natural buffer areas.
* Areas of federally-listed critical habitat for endangered or threatened species.
* Topography of the site, existing vegetative cover (e.g., forest, pasture, pavement, structures), and drainage pattern(s) of storm water and allowable non-storm water flow onto, over, and from the site property before and after major grading activities.
* Storm water and allowable non-storm water discharge locations, including:
	+ Locations of any storm drain inlets on the site and in the immediate vicinity of the site; and
	+ Locations where storm water or allowable non-storm water will be discharged to surface waters (including wetlands).
* Locations of all potential pollutant-generating activities.
* Locations of storm water control measures.
* Locations where polymers, flocculants, or other treatment chemicals will be used and stored.

# SECTION 3: DOCUMENTATION OF COMPLIANCE WITH OTHER FEDERAL REQUIREMENTS

## 3.1 Endangered Species Protection

|  |
| --- |
| **Eligibility Criterion**Under which criterion listed in Appendix D are you eligible for coverage under this permit?  |
| [ ]  **A** [ ]  **B** [ ]  **C** [ ]  **D** [ ]  **E** |
| For reference purposes, the eligibility criteria listed in Appendix D are as follows:

|  |  |
| --- | --- |
| **Criterion A.** | No federally-listed threatened or endangered species or their designated critical habitat(s) are likely to occur in your site’s “action area” as defined in Appendix A of this permit.  |
| **Criterion B.** | The construction site’s discharges and discharge-related activities were already addressed in another operator’s valid certification of eligibility for your action area under eligibility Criterion A, C, D, E, or F and there is no reason to believe that federally-listed species or federally-designated critical habitat not considered in the prior certification may be present or located in the “action area”. To certify your eligibility under this Criterion, there must be no lapse of NPDES permit coverage in the other operator’s certification. By certifying eligibility under this Criterion, you agree to comply with any effluent limitations or conditions upon which the other operator's certification was based. You must include in your NOI the tracking number from the other operator’s notification of authorization under this permit. If your certification is based on another operator’s certification under Criterion C, you must provide EPA with the relevant supporting information required of existing dischargers in Criterion C in your NOI form. |
| **Criterion C.** | Federally-listed threatened or endangered species or their designated critical habitat(s) are likely to occur in or near your site’s “action area,” and your site’s discharges and discharge-related activities are not likely to adversely affect listed threatened or endangered species or critical habitat. This determination may include consideration of any stormwater controls and/or management practices you will adopt to ensure that your discharges and discharge-related activities are not likely to adversely affect listed species and critical habitat. To make this certification, you must include the following in your NOI: 1) any federally listed species and/or designated habitat located in your “action area”; and 2) the distance between your site and the listed species or designated critical habitat (in miles). You must also include a copy of your site map with your NOI. |
| **Criterion D.** | Coordination between you and the Services has been concluded. The coordination must have addressed the effects of your site’s discharges and discharge-related activities on federally-listed threatened or endangered species and federally-designated critical habitat, and must have resulted in a written concurrence from the relevant Service(s) that your site’s discharges and discharge-related activities are not likely to adversely affect listed species or critical habitat. You must include copies of the correspondence between yourself and the Services in your SWPPP and your NOI. |
| **Criterion E.** | Consultation between a Federal Agency and the U.S. Fish and Wildlife Service and/or the National Marine Fisheries Service under section 7 of the ESA has been concluded. The consultation must have addressed the effects of the construction site’s discharges and discharge-related activities on federally-listed threatened or endangered species and federally-designated critical habitat. The result of this consultation must be either: |
|  | i. a biological opinion that concludes that the action in question (taking into account the effects of your site’s discharges and discharge-related activities) is not likely to jeopardize the continued existence of listed species, nor the destruction or adverse modification of critical habitat; or |
|  | ii. written concurrence from the applicable Service(s) with a finding that the site’s discharges and discharge-related activities are not likely to adversely affect federally-listed species or federally-designated habitat.You must include copies of the correspondence between yourself and the Services in your SWPPP and your NOI. |
| **Criterion F.** | Your construction activities are authorized through the issuance of a permit under section 10 of the ESA, and this authorization addresses the effects of the site’s discharges and discharge-related activities on federally-listed species and federally-designated critical habitat. You must include copies of the correspondence between yourself and the Services in your SWPPP and your NOI. |

**Supporting Documentation** Provide documentation for the applicable eligibility criterion you select in Appendix D, as follows:**For criterion A**, indicate the basis for your determination that no federally-listed threatened or endangered species or their designated critical habitat(s) are likely to occur in your site’s action area (as defined in Appendix A of the permit). Check the applicable source of information you relied upon:[ ]  Specific communication with staff of the U.S. Fish & Wildlife Service or National Marine Fisheries Service. INSERT DATE OF COMMUNICATION AND WHO YOU SPOKE WITH [ ]  Publicly available species list. INSERT SPECIFIC DOCUMENT AND/OR WEBSITE RELIED UPON[ ]  Other source: INSERT SPECIFIC SOURCE**For criterion B**, provide the Tracking Number from the other operator’s notification of permit authorization: INSERT AUTHORIZATION TRACKING NUMBER FROM OTHER OPERATOR'S NOTIFICATION LETTER/EMAIL Provide a brief summary of the basis used by the other operator for selecting criterion A, B, C, D, E, or F: INSERT TEXT HERE  |
|  |
| **For criterion C**, provide the following information:* INSERT LIST OF FEDERALLY-LISTED SPECIES OR FEDERALLY-DESIGNATED CRITICAL HABITAT LOCATED IN YOUR ACTION AREA
* INSERT DISTANCE BETWEEN YOUR SITE AND THE LISTED SPECIES OR CRITICAL HABITAT (in miles)

Also, provide a brief summary of the basis used for determining that your site’s discharges and discharge-related activities are not likely to adversely affect listed species or critical habitat: INSERT TEXT HERE**For criterion D, E, or F**, attach copies of any letters or other communication between you and the U.S. Fish & Wildlife Service or National Marine Fisheries Service concluding consultation or coordination activities. INSERT COPIES OF LETTERS OR OTHER COMMUNICATIONS HERE |
|  |

## 3.2 Historic Preservation

|  |
| --- |
| **Appendix E, Step 1**Do you plan on installing any of the following storm water controls at your site? Check all that apply below, and proceed to Appendix E, Step 2. [ ]  Dike[ ]  Berm[ ]  Catch Basin[ ]  Pond[ ]  Storm water Conveyance Channel (e.g., ditch, trench, perimeter drain, swale, etc.)[ ]  Culvert[ ]  Other type of ground-disturbing storm water control: INSERT SPECIFIC TYPE OF STORMWATER CONTROL(Note: If you will not be installing any ground-disturbing stormwater controls, no further documentation is required for Section 3.2 of the Template.)**Appendix E, Step 2** |
| If you answered yes in Step 1, have prior surveys or evaluations conducted on the site already determined that historic properties do not exist, or that prior disturbances at the site have precluded the existence of historic properties? [ ]  YES [ ]  NO * If yes, no further documentation is required for Section 3.2 of the Template.
* If no, proceed to Appendix E, Step 3.

**Appendix E, Step 3**  |
| If you answered no in Step 2, have you determined that your installation of subsurface earth-disturbing storm water controls will have no effect on historic properties? [ ]  YES [ ]  NO If yes, provide documentation of the basis for your determination. INSERT REFERENCES TO DOCUMENTS, STUDIES, OR OTHER SOURCES RELIED UPONIf no, proceed to Appendix E, Step 4.**Appendix E, Step 4**If you answered no in Step 3, did the State Historic Preservation Officer (SHPO), Tribal Historic Preservation Office (THPO), or other tribal representative (whichever applies) respond to you within 15 calendar days to indicate whether the subsurface earth disturbances caused by the installation of storm water controls affect historic properties? [ ]  YES [ ]  NOIf no, no further documentation is required for Section 3.2 of the Template.If yes, describe the nature of their response:[ ]  Written indication that adverse effects to historic properties from the installation of storm water controls can be mitigated by agreed upon actions. INSERT COPIES OF LETTERS, EMAILS, OR OTHER COMMUNICATION BETWEEN YOU AND THE APPLICABLE SHPO, THPO, OR OTHER TRIBAL REPRESENTATIVE[ ]  No agreement has been reached regarding measures to mitigate effects to historic properties from the installation of storm water controls. INSERT COPIES OF LETTERS, EMAILS, OR OTHER COMMUNICATION BETWEEN YOU AND THE APPLICABLE SHPO, THPO, OR OTHER TRIBAL REPRESENTATIVE[ ]  Other: INSERT COPIES OF LETTERS, EMAILS, OR OTHER COMMUNICATION BETWEEN YOU AND THE APPLICABLE SHPO, THPO, OR OTHER TRIBAL REPRESENTATIVE |

## 3.3 Safe Drinking Water Act Underground Injection Control Requirements

|  |
| --- |
| Do you plan to install any of the following controls? Check all that apply below.[ ]  Infiltration trenches (if storm water is directed to any bored, drilled, driven shaft or dug hole that is deeper than its widest surface dimension, or has a subsurface fluid distribution system)[ ]  Commercially manufactured pre-cast or pre-built proprietary subsurface detention vaults, chambers, or other devices designed to capture and infiltrate storm water flow[ ]  Drywells, seepage pits, or improved sinkholes (if storm water is directed to any bored, drilled, driven shaft or dug hole that is deeper than its widest surface dimension, or has a subsurface fluid distribution system)If yes, INSERT COPIES OF LETTERS, EMAILS, OR OTHER COMMUNICATION BETWEEN YOU AND THE STATE AGENCY OR EPA REGIONAL OFFICE  |

#

# SECTION 4: EROSION AND SEDIMENT CONTROLS

## 4.1 Natural Buffers or Equivalent Sediment Controls

**Buffer Compliance Alternatives**

Are there any surface waters within 50 feet of your project’s earth disturbances? [ ]  YES [ ]  NO

(Note: If no, no further documentation is required for the SWPPP Template.)

Check the compliance alternative that you have chosen:

[ ]  I will provide and maintain a 50-foot undisturbed natural buffer.

(Note (1): You must show the 50-foot boundary line of the natural buffer on your site map.)

(Note (2): You must show on your site map how all discharges from your construction disturbances through the natural buffer area will first be treated by the site’s erosion and sediment controls. Also, show on the site map any velocity dissipation devices used to prevent erosion within the natural buffer area.)

[ ]  I will provide and maintain an undisturbed natural buffer that is less than 50 feet and is supplemented by additional erosion and sediment controls, which in combination achieves the sediment load reduction equivalent to a 50-foot undisturbed natural buffer.

(Note (1): You must show the boundary line of the natural buffer on your site map.)

(Note (2): You must show on your site map how all discharges from your construction disturbances through the natural buffer area will first be treated by the site’s erosion and sediment controls. Also, show on the site map any velocity dissipation devices used to prevent erosion within the natural buffer area.)

* INSERT WIDTH OF NATURAL BUFFER TO BE RETAINED
* INSERT EITHER ONE OF THE FOLLOWING:

(1) THE ESTIMATED SEDIMENT REMOVAL FROM A 50-FOOT BUFFER USING APPLICABLE TABLES IN APP. G, ATTACHMENT 1. INCLUDE INFORMATION ABOUT THE BUFFER VEGETATION AND SOIL TYPE THAT PREDOMINATE AT YOUR SITE

OR

(2) IF YOU CONDUCTED A SITE-SPECIFIC CALCULATION FOR THE ESTIMATED SEDIMENT REMOVAL OF A 50-FOOT BUFFER, PROVIDE THE SPECIFIC REMOVAL EFFICIENCY, AND INFORMATION YOU RELIED UPON TO MAKE YOUR SITE-SPECIFIC CALCULATION.

* INSERT DESCRIPTION OF ADDITIONAL EROSION AND SEDIMENT CONTROLS TO BE USED IN COMBINATION WITH NATURAL BUFFER AREA
* INSERT THE FOLLOWING INFORMATION:
* (1) SPECIFY THE MODEL OR OTHER TOOL USED TO ESTIMATE SEDIMENT LOAD REDUCTIONS FROM THE COMBINATION OF THE BUFFER AREA AND ADDITIONAL EROSION AND SEDIMENT CONTROLS INSTALLED AT YOUR SITE, AND
* (2) INCLUDE THE RESULTS OF CALCULATIONS SHOWING THAT THE COMBINATION OF YOUR BUFFER AREA AND THE ADDITIONAL EROSION AND SEDIMENT CONTROLS INSTALLED AT YOUR SITE WILL MEET OR EXCEED THE SEDIMENT REMOVAL EFFICIENCY OF A 50-FOOT BUFFER

[ ]  It is infeasible to provide and maintain an undisturbed natural buffer of any size; therefore I will implement erosion and sediment controls that achieve the sediment load reduction equivalent to a 50-foot undisturbed natural buffer.

* INSERT RATIONALE FOR CONCLUDING THAT IT IS INFEASIBLE TO PROVIDE AND MAINTAIN A NATURAL BUFFER OF ANY SIZE
* INSERT EITHER ONE OF THE FOLLOWING:

(1) THE ESTIMATED SEDIMENT REMOVAL FROM A 50-FOOT BUFFER USING APPLICABLE TABLES IN APP. G, ATTACHMENT 1. INCLUDE INFORMATION ABOUT THE BUFFER VEGETATION AND SOIL TYPE THAT PREDOMINATE AT YOUR SITE

OR

(2) IF YOU CONDUCTED A SITE-SPECIFIC CALCULATION FOR THE ESTIMATED SEDIMENT REMOVAL OF A 50-FOOT BUFFER, PROVIDE THE SPECIFIC REMOVAL EFFICIENCY, AND INFORMATION YOU RELIED UPON TO MAKE YOUR SITE-SPECIFIC CALCULATION.

* INSERT DESCRIPTION OF ADDITIONAL EROSION AND SEDIMENT CONTROLS TO BE USED IN COMBINATION WITH NATURAL BUFFER AREA
* INSERT THE FOLLOWING INFORMATION:
* (1) SPECIFY THE MODEL OR OTHER TOOL USED TO ESTIMATE SEDIMENT LOAD REDUCTIONS FROM THE EROSION AND SEDIMENT CONTROLS INSTALLED AT YOUR SITE, AND
* (2) INCLUDE THE RESULTS OF CALCULATIONS SHOWING THAT THE ADDITIONAL EROSION AND SEDIMENT CONTROLS INSTALLED AT YOUR SITE WILL MEET OR EXCEED THE SEDIMENT REMOVAL EFFICIENCY OF A 50-FOOT BUFFER

## 4.2 Perimeter Controls

**General**

* INSERT GENERAL DESCRIPTION OF HOW YOU WILL COMPLY WITH STORM WATER PERMITER CONTROLS

**Specific Perimeter Controls**

*Perimeter Control # 1*

Perimeter Control Description

* INSERT DESCRIPTION OF PERIMETER CONTROL TO BE INSTALLED. INDICATE SPECIFIC CONTROLS THAT WILL BE INSTALLED AND MADE OPERATIONAL PRIOR TO EARTH DISTURBANCE
* INCLUDE COPIES OF DESIGN SPECIFICATIONS

Installation

* INSERT APPROXIMATE DATE OF INSTALLATION

Maintenance Requirements

* INSERT MAINTENANCE REQUIREMENTS FOR THE PERIMETER CONTROL. AT A MINIMUM, REMOVAL OF SEDIMENT "before it has accumulated to one-half of the above-ground height of any perimeter control."

[Repeat as needed for individual perimeter controls.]

## 4.3 Sediment Track-Out

**General**

* INSERT GENERAL DESCRIPTION OF HOW YOU WILL COMPLY WITH SEDIMENT TRACK-OUT CONTROLS

**Specific Track-Out Controls**

*Track-Out Control # 1*

Track-Out Control Description

* INSERT DESCRIPTION OF TRACK-OUT CONTROL TO BE INSTALLED
* INCLUDE COPIES OF DESIGN SPECIFICATIONS HERE

Installation

* INSERT APPROXIMATE DATE OF INSTALLATION

Maintenance Requirements

* INSERT MAINTENANCE REQUIREMENTS FOR THE TRACK-OUT CONTROL.

(Note: At a minimum, you must provide for maintenance that meets the following: “Where sediment has been tracked-out from your site onto the surface of off-site streets, other paved areas, and sidewalks, you must remove the deposited sediment by the end of the same work day in which the track-out occurs or by the end of the next work day if track-out occurs on a non-work day. You must remove the track-out by sweeping, shoveling, or vacuuming these surfaces, or by using other similarly effective means of sediment removal. You are prohibited from hosing or sweeping tracked-out sediment into any storm water conveyance (unless it is connected to a sediment basin, sediment trap, or similarly effective control), storm drain inlet, or surface water.”)

[Repeat as needed for individual track-out controls.]

## 4.4 Stockpiled Sediment or Soil

**General**

* INSERT GENERAL DESCRIPTION OF HOW YOU WILL COMPLY WITH STOCKPILED SEDIMENT OR SOIL CONTROLS

**Specific Stockpile Controls**

*Stockpile Control # 1*

Stockpiled Sediment/Soil Control Description

* INSERT DESCRIPTION OF STOCKPILE CONTROL TO BE INSTALLED
* INCLUDE COPIES OF DESIGN SPECIFICATIONS HERE

Installation

* INSERT APPROXIMATE DATE OF INSTALLATION

Maintenance Requirements

* INSERT MAINTENANCE REQUIREMENTS FOR THE STOCKPILE CONTROL.

(Note: At a minimum, you must comply with following: Do not hose down or sweep soil or sediment accumulated on pavement or other impervious surfaces into any storm water conveyance (unless connected to a sediment basin, sediment trap, or similarly effective control), storm drain inlet, or surface water.)

[Repeat as needed for individual stockpile controls.]

## 4.5 Minimize Dust

**General**

* INSERT GENERAL DESCRIPTION OF HOW YOU WILL COMPLY WITH MINIMIZE DUST CONTROLS

**Specific Dust Controls**

*Dust Control # 1*

Dust Control Description

* INSERT DESCRIPTION OF DUST CONTROL TO BE INSTALLED
* INCLUDE COPIES OF DESIGN SPECIFICATIONS HERE

Installation

* INSERT APPROXIMATE DATE OF INSTALLATION

Maintenance Requirements

* INSERT MAINTENANCE REQUIREMENTS FOR THE DUST CONTROL

[Repeat as needed for individual dust controls.]

## 4.6 Minimize the Disturbance of Steep Slopes

**General**

* INSERT GENERAL DESCRIPTION OF HOW YOU WILL COMPLY WITH MINIMIZE THE DISTURBANCE OF STEEP SLOPES

**Specific Steep Slope Controls**

*Steep Slope Control # 1*

Steep Slope Control Description

* INSERT DESCRIPTION OF STEEP SLOPE CONTROL TO BE INSTALLED
* INCLUDE COPIES OF DESIGN SPECIFICATIONS HERE

Installation

* INSERT APPROXIMATE DATE OF INSTALLATION

Maintenance Requirements

* INSERT MAINTENANCE REQUIREMENTS FOR THE STEEP SLOPE CONTROL

[Repeat as needed for individual steep slope controls.]

## 4.7 Topsoil

**General**

* INSERT GENERAL DESCRIPTION OF HOW YOU WILL COMPLY WITH TOPSOIL REQUIREMENTS. IF IT IS INFEASIBLE FOR YOU TO COMPLY WITH THE REQUIREMENT, INCLUDE AN EXPLANATION OF WHY THIS IS THE CASE.

**Specific Topsoil Controls**

*Topsoil Control # 1*

Topsoil Control Description

* INSERT DESCRIPTION OF TOPSOIL CONTROL TO BE INSTALLED
* INCLUDE COPIES OF DESIGN SPECIFICATIONS HERE

Installation

* INSERT APPROXIMATE DATE OF INSTALLATION

Maintenance Requirements

* INSERT MAINTENANCE REQUIREMENTS FOR THE TOPSOIL CONTROL

[Repeat as needed for individual topsoil controls.]

## 4.8 Soil Compaction

**General**

* INSERT GENERAL DESCRIPTION OF HOW YOU WILL COMPLY WITH SOIL COMPACTION

**Specific Soil Compaction Controls**

*Soil Compaction Control # 1*

Soil Compaction Control Description

* INSERT DESCRIPTION OF SOIL COMPACTION CONTROL TO BE INSTALLED
* INCLUDE COPIES OF DESIGN SPECIFICATIONS HERE

Installation

* INSERT APPROXIMATE DATE OF INSTALLATION

Maintenance Requirements

* INSERT MAINTENANCE REQUIREMENTS FOR THE SOIL COMPACTION CONTROL

[Repeat as needed for individual soil compaction controls.]

## 4.9 Storm Drain Inlets

**General**

* INSERT GENERAL DESCRIPTION OF HOW YOU WILL COMPLY WITH STORM DRAIN INLET CONTROLS

**Specific Storm Drain Inlet Controls**

*Storm Drain Inlet Control # 1*

Storm Drain Inlet Control Description

* INSERT DESCRIPTION OF STORM DRAIN INLET CONTROL TO BE INSTALLED
* INCLUDE COPIES OF DESIGN SPECIFICATIONS HERE

Installation

* INSERT APPROXIMATE DATE OF INSTALLATION

Maintenance Requirements

* INSERT MAINTENANCE REQUIREMENTS FOR THE STORM DRAIN INLET CONTROL

(Note: At a minimum, you must comply with following requirement: “Clean, or remove and replace, the protection measures as sediment accumulates, the filter becomes clogged, and/or performance is compromised. Where there is evidence of sediment accumulation adjacent to the inlet protection measure, you must remove the deposited sediment by the end of the same work day in which it is found or by the end of the following work day if removal by the same work day is not feasible.”)

[Repeat as needed for individual storm drain inlet controls.]

## 4.10 Constructed Storm water Conveyance Channels

**General**

* INSERT GENERAL DESCRIPTION OF HOW YOU WILL COMPLY WITH CONVEYANCE CHANNEL CONTROLS

**Specific Conveyance Channel Controls**

*Stormwater Conveyance Channel Control # 1*

Stormwater Conveyance Channel Control Description

* INSERT DESCRIPTION OF STORMWATER CONVEYANCE CHANNEL CONTROL TO BE INSTALLED
* INCLUDE COPIES OF DESIGN SPECIFICATIONS HERE

Installation

* INSERT APPROXIMATE DATE OF INSTALLATION

Maintenance Requirements

* INSERT MAINTENANCE REQUIREMENTS FOR THE STORMWATER CONVEYANCE CHANNEL CONTROL

[Repeat as needed for individual stormwater conveyance channel controls.]

## 4.11 Sediment Basins

**General**

* INSERT GENERAL DESCRIPTION OF HOW YOU WILL COMPLY WITH SEDIMENT BASIN CONTROLS. IF YOU HAVE DETERMINED THAT IT IS INFEASIBLE FOR YOU TO UTILIZE AN OUTLET STRUCTURE THAT DISCHARGES FROM THE SURFACE, PROVIDE AN EXPLANATION FOR WHY THIS IS THE CASE.

**Specific Sediment Basin Controls**

*Sediment Basin Control # 1*

Sediment Basin Control Description

* INSERT DESCRIPTION OF SEDIMENT BASIN CONTROL TO BE INSTALLED
* INCLUDE COPIES OF DESIGN SPECIFICATIONS HERE

Installation

* INSERT APPROXIMATE DATE OF INSTALLATION

Maintenance Requirements

* INSERT MAINTENANCE REQUIREMENTS FOR THE SEDIMENT BASIN CONTROL

(Note: At a minimum, you must comply with following requirement: “Keep in effective operating condition and remove accumulated sediment to maintain at least ½ of the design capacity of the sediment basin at all times.”)

[Repeat as needed for individual sediment basin controls.]

## 4.12 Chemical Treatment

**Soil Types**

List all the soil types (including soil types expected to be found in fill material) that are expected to be exposed during construction and that will be discharged to locations where chemicals will be applied: INSERT TEXT HERE

**Treatment Chemicals**

List all treatment chemicals that will be used at the site and explain why these chemicals are suited to the soil characteristics: INSERT TEXT HERE

Describe the dosage of all treatment chemicals you will use at the site or the methodology you will use to determine dosage: INSERT TEXT HERE

Provide information from any applicable Material Safety Data Sheets (MSDS): INSERT TEXT HERE

Describe how each of the chemicals will stored: INSERT TEXT HERE

Include references to applicable state or local requirements affecting the use of treatment chemicals, and copies of applicable manufacturer’s specifications regarding the use of your specific treatment chemicals and/or chemical treatment systems: INSERT TEXT HERE

**Special Controls for Cationic Treatment Chemicals** (if applicable)

If you have been authorized by your applicable Regional Office to use cationic treatment chemicals, include the official EPA authorization letter or other communication, and identify the specific controls and implementation procedures you are required to implement to ensure that your use of cationic treatment chemicals will not lead to a violation of water quality standards: INSERT (1) ANY LETTERS OR OTHER DOCUMENTS SENT FROM THE EPA REGIONAL OFFICE CONCERNING YOUR USE OF CATIONIC TREATMENT CHEMICALS, AND (2) DESCRIPTION OF ANY SPECIFIC CONTROLS YOU ARE REQUIRED TO IMPLEMENT

**Schematic Drawings of Storm water Controls/Chemical Treatment Systems**

Provide schematic drawings of any chemically-enhanced storm water controls or chemical treatment systems to be used for application of treatment chemicals: INSERT TEXT HERE

**Training**

Describe the training that personnel who handle and apply chemicals have received prior to permit coverage, or will receive prior to the use of treatment chemicals: INSERT TEXT HERE

## 4.13 Dewatering Practices

**General**

* INSERT GENERAL DESCRIPTION OF HOW YOU WILL COMPLY WITH DEWATERIENG PRACTICES

**Specific Dewatering Practices**

*Dewatering Practice # 1*

Dewatering Practice Description

* INSERT DESCRIPTION OF DEWATERING PRACTICE TO BE INSTALLED
* INCLUDE COPIES OF DESIGN SPECIFICATIONS HERE

Installation

* INSERT APPROXIMATE DATE OF INSTALLATION

Maintenance Requirements

* INSERT MAINTENANCE REQUIREMENTS FOR THE DEWATERING PRACTICE

(Note: At a minimum, you must comply with following requiremenT: “With backwash water, either haul it away for disposal or return it to the beginning of the treatment process; and replace and clean the filter media used in dewatering devices when the pressure differential equals or exceeds the manufacturer’s specifications.”)

[Repeat as needed for individual dewatering practices.]

## 4.14 Other Storm Water Controls

Instructions:

* Describe any other stormwater controls that do not fit into the above categories.

**General**

* INSERT GENERAL DESCRIPTION OF THE PROBLEM THIS CONTROL IS DESIGNED TO ADDRESS

**Specific Stormwater Control Practices**

*Stormwater Control Practice # 1*

Description

* INSERT DESCRIPTION OF PRACTICE TO BE INSTALLED
* IF APPLICABLE INCLUDE COPIES OF DESIGN SPECIFICATIONS HERE

Installation

* INSERT APPROXIMATE DATE OF INSTALLATION

Maintenance Requirements

* INSERT MAINTENANCE REQUIREMENTS FOR THE STORMWATER CONTROL PRACTICE

[Repeat as needed.]

## 4.15 Site Stabilization

Instructions:

 You should to immediately initiate stabilization when work in an area of your site has permanently or temporarily stopped, and to complete certain stabilization activities within prescribed deadlines. For your SWPPP, you must include the following:

* Describe the specific vegetative and/or non-vegetative practices that will be used to stabilize exposed soils where construction activities have temporarily or permanently ceased. Avoid using impervious surfaces for stabilization whenever possible.
* Also, see EPA’s *Seeding BMP Fact Sheet* at [www.epa.gov/npdes/stormwater/menuofbmps/construction/seeding](http://www.epa.gov/npdes/stormwater/menuofbmps/construction/seeding)
* Once you begin construction, consider using the Grading/Stabilization Activities log in Appendix H of the Template to document your compliance with the stabilization requirements.

**Site Stabilization Practice** (only use this if you are not located in an arid, semi-arid, or drought-stricken area)

[ ]  *Vegetative* [ ]  *Non-Vegetative*

[ ]  *Temporary* [ ]  *Permanent*

Description of Practice

* INSERT DESCRIPTION OF STABILIZATION PRACTICE TO BE INSTALLED
* NOTE HOW DESIGN WILL MEET REQUIREMENTS
* INCLUDE COPIES OF DESIGN SPECIFICATIONS HERE

Installation

* INSERT APPROXIMATE DATE OF INSTALLATION
* INSERT APPROXIMATE COMPLETION DATE

Maintenance Requirements

INSERT MAINTENANCE REQUIREMENTS FOR THE STABILIZATION PRACTICE

[Repeat as needed for additional stabilization practices.]

# SECTION 5: POLLUTION PREVENTION STANDARDS

## 5.1 Potential Sources of Pollution

Instructions (see CGP Part 7.2.7):

* Identify and describe all pollutant-generating activities at your site (e.g., paving operations; concrete, paint, and stucco washout and waste disposal; solid waste storage and disposal).
* For each pollutant-generating activity, include an inventory of pollutants or pollutant constituents associated with that activity (e.g., sediment, fertilizers, and/or pesticides, paints, solvents, fuels), which could be exposed to rainfall or snowmelt, and could be discharged from your construction site. You must take into account where potential spills and leaks could occur that contribute pollutants to storm water discharges.

|  |
| --- |
|  |
| **Construction Site Pollutants** |
| INSERT TEXT OR USE TABLE BELOW |

| **Pollutant-Generating Activity** | **Pollutants or Pollutant Constituents** (that could be discharged if exposed to stormwater) | **Location on Site** (or reference SWPPP site map where this is shown) |
| --- | --- | --- |
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[Include additional rows as necessary.]

## 5.2 Spill Prevention and Response

Instructions:

* Describe procedures you will use to prevent and respond to leaks, spills, and other releases. You must implement the following at a minimum:
	+ Procedures for expeditiously stopping, containing, and cleaning up spills, leaks, and other releases. Identify the name or title of the employee(s) responsible for detection and response of spills or leaks; and
	+ Procedures for notification of appropriate facility personnel, emergency response agencies, and regulatory agencies where a leak, spill, or other release containing a hazardous substance or oil in an amount equal to or in excess of a reportable quantity consistent with Part 2.3.3.4c and established under either 40 CFR Part 110, 40 CFR Part 117, or 40 CFR Part 302, occurs during a 24-hour period. Contact information must be in locations that are readily accessible and available.
* Some projects/site may be required to develop a Spill Prevention Control and Countermeasure (SPCC) plan under a separate regulatory program (40 CFR 112). If you are required to develop an SPCC plan, or you already have one, you should include references to the relevant requirements from your plan.

|  |
| --- |
| INSERT SPILL PREVENTION AND RESPONSE PROCEDURES HERE  |

## 5.3 Fueling and Maintenance of Equipment or Vehicles

Instructions:

* Describe equipment/vehicle fueling and maintenance practices that will be implemented to eliminate the discharge of spilled or leaked chemicals (e.g., providing secondary containment *(examples: spill berms, decks, spill containment pallets)* and cover where appropriate, and/or having spill kits readily available.
* Also, see EPA’s *Vehicle Maintenance and Washing Areas BMP Fact Sheet* at [www.epa.gov/npdes/stormwater/menuofbmps/construction/vehicile\_maintain](http://www.epa.gov/npdes/stormwater/menuofbmps/construction/vehicile_maintain)

**General**

* INSERT GENERAL DESCRIPTION OF HOW YOU WILL COMPLY WITH THE REQUIREMENT TO "provide an effective means of eliminating the discharge of spilled or leaked chemicals, including fuel, from the area where these activities will take place"

**Specific Pollution Prevention Practices**

*Pollution Prevention Practice # 1*

Description

* INSERT DESCRIPTION OF PRACTICE TO BE INSTALLED
* IF APPLICABLE INCLUDE COPIES OF DESIGN SPECIFICATIONS HERE

Installation

* INSERT APPROXIMATE DATE OF INSTALLATION

Maintenance Requirements

* INSERT MAINTENANCE REQUIREMENTS FOR THE POLLUTION PREVENTION PRACTICE

[Repeat as needed.]

## 5.4 Washing of Equipment and Vehicles

Instructions:

* Describe equipment/vehicle washing practices that will be used to minimize the discharge of pollutants from equipment and vehicle washing, wheel wash water, and other types of washing (e.g., locating activities away from surface waters and storm water inlets or conveyances and directing wash waters to a sediment basin or sediment trap, using filtration devices, such as filter bags or sand filters, or using other similarly effective controls).
* Describe how you will prevent the discharge of soaps, detergents, or solvents by providing either (1) cover (*examples:* *plastic sheeting or temporary roofs*) to prevent these detergents from coming into contact with rainwater, or (2) a similarly effective means designed to prevent the discharge of pollutants from these areas.
* Also, see EPA’s *Vehicle Maintenance and Washing Areas BMP Fact Sheet* at [www.epa.gov/npdes/stormwater/menuofbmps/construction/vehicile\_maintain](http://www.epa.gov/npdes/stormwater/menuofbmps/construction/vehicile_maintain)

**General**

* INSERT GENERAL DESCRIPTION OF HOW YOU WILL COMPLY WITH WASHING OF EQUIPMENT

**Specific Pollution Prevention Practices**

*Pollution Prevention Practice # 1*

Description

* INSERT DESCRIPTION OF PRACTICE TO BE INSTALLED
* IF APPLICABLE INCLUDE COPIES OF DESIGN SPECIFICATIONS HERE

Installation

* INSERT APPROXIMATE DATE OF INSTALLATION

Maintenance Requirements

* INSERT MAINTENANCE REQUIREMENTS FOR THE POLLUTION PREVENTION PRACTICE

[Repeat as needed.]

## 5.5 Storage, Handling, and Disposal of Construction Products, Materials, and Wastes

***5.5.1 Building Products***

(Note: Examples include asphalt sealants, copper flashing, roofing materials, adhesives, concrete admixtures.)

**General**

* INSERT GENERAL DESCRIPTION OF HOW YOU WILL COMPLY WITH BUILDING PRODUCTS STORAGE, HANDELING AND DISPOSAL

**Specific Pollution Prevention Practices**

*Pollution Prevention Practice # 1*

Description

* INSERT DESCRIPTION OF PRACTICE TO BE INSTALLED
* IF APPLICABLE INCLUDE COPIES OF DESIGN SPECIFICATIONS HERE

Installation

* INSERT APPROXIMATE DATE OF INSTALLATION

Maintenance Requirements

* INSERT MAINTENANCE REQUIREMENTS FOR THE POLLUTION PREVENTION PRACTICE

[Repeat as needed.]

***5.5.2 Pesticides, Herbicides, Insecticides, Fertilizers, and Landscape Materials***

**General**

* INSERT GENERAL DESCRIPTION OF HOW YOU WILL COMPLY WITH PESTICIDES, HERBICIDES, INSECTICIDES, FERTILIZERS, AND LANDSCAPE MATERIALS

**Specific Pollution Prevention Practices**

*Pollution Prevention Practice # 1*

Description

* INSERT DESCRIPTION OF PRACTICE TO BE INSTALLED
* IF APPLICABLE INCLUDE COPIES OF DESIGN SPECIFICATIONS HERE

Installation

* INSERT APPROXIMATE DATE OF INSTALLATION

Maintenance Requirements

* INSERT MAINTENANCE REQUIREMENTS FOR THE POLLUTION PREVENTION PRACTICE

[Repeat as needed.]

***5.5.3 Diesel Fuel, Oil, Hydraulic Fluids, Other Petroleum Products, and Other Chemicals***

**General**

* INSERT GENERAL DESCRIPTION OF HOW YOU WILL COMPLY WITH DIESEL FUEL, OIL, HYDRAULIC FLUIDS, OTHER PETROLEUM PRODUCTS, AND OTHER CHEMICALS

**Specific Pollution Prevention Practices**

*Pollution Prevention Practice # 1*

Description

* INSERT DESCRIPTION OF PRACTICE TO BE INSTALLED
* IF APPLICABLE INCLUDE COPIES OF DESIGN SPECIFICATIONS HERE

Installation

* INSERT APPROXIMATE DATE OF INSTALLATION

Maintenance Requirements

* INSERT MAINTENANCE REQUIREMENTS FOR THE POLLUTION PREVENTION PRACTICE

[Repeat as needed.]

***5.5.4 Hazardous or Toxic Waste***

(Note: Examples include paints, solvents, petroleum-based products, wood preservatives, additives, curing compounds, acids.)

**General**

* INSERT GENERAL DESCRIPTION OF HOW YOU WILL COMPLY WITH HAZARDOUS OR TOXIC WASTE

**Specific Pollution Prevention Practices**

*Pollution Prevention Practice # 1*

Description

* INSERT DESCRIPTION OF PRACTICE TO BE INSTALLED
* IF APPLICABLE INCLUDE COPIES OF DESIGN SPECIFICATIONS HERE

Installation

* INSERT APPROXIMATE DATE OF INSTALLATION

Maintenance Requirements

* INSERT MAINTENANCE REQUIREMENTS FOR THE POLLUTION PREVENTION PRACTICE

[Repeat as needed.]

***5.5.5 Construction and Domestic Waste***

(Note: Examples include packaging materials, scrap construction materials, masonry products, timber, pipe and electrical cuttings, plastics, Styrofoam, concrete, and other trash or building materials.)

**General**

* INSERT GENERAL DESCRIPTION OF HOW YOU WILL COMPLY WITH CONSTRUCTION AND DOMESTIC WASTE

**Specific Pollution Prevention Practices**

*Pollution Prevention Practice # 1*

Description

* INSERT DESCRIPTION OF PRACTICE TO BE INSTALLED
* IF APPLICABLE INCLUDE COPIES OF DESIGN SPECIFICATIONS HERE

Installation

* INSERT APPROXIMATE DATE OF INSTALLATION

Maintenance Requirements

* INSERT MAINTENANCE REQUIREMENTS FOR THE POLLUTION PREVENTION PRACTICE

[Repeat as needed.]

***5.5.6 Sanitary Waste***

**General**

* INSERT GENERAL DESCRIPTION OF HOW YOU WILL COMPLY WITH SANITARY WASTE

**Specific Pollution Prevention Practices**

*Pollution Prevention Practice # 1*

Description

* INSERT DESCRIPTION OF PRACTICE TO BE INSTALLED
* IF APPLICABLE INCLUDE COPIES OF DESIGN SPECIFICATIONS HERE

Installation

* INSERT APPROXIMATE DATE OF INSTALLATION

Maintenance Requirements

* INSERT MAINTENANCE REQUIREMENTS FOR THE POLLUTION PREVENTION PRACTICE

[Repeat as needed.]

## 5.6 Washing of Applicators and Containers used for Paint, Concrete or Other Materials

Instructions:

* Describe how you will comply with requirement to “provide an effective means of eliminatingthe discharge of water from the washout and cleanout of stucco, paint, concrete, form release oils, curing compounds, and other construction materials.”
* Also, see EPA’s *Concrete Washout BMP Fact Sheet* at [www.epa.gov/npdes/stormwater/menuofbmps/construction/concrete\_wash](http://www.epa.gov/npdes/stormwater/menuofbmps/construction/concrete_wash)

**General**

* INSERT GENERAL DESCRIPTION OF HOW YOU WILL COMPLY WITH WASHING OF APPLICATORS AND CONTAINERS USED FOR PAINT, CONCRETE, OR OTHER MATERIALS

**Specific Pollution Prevention Practices**

*Pollution Prevention Practice # 1*

Description

* INSERT DESCRIPTION OF PRACTICE TO BE INSTALLED
* IF APPLICABLE INCLUDE COPIES OF DESIGN SPECIFICATIONS HERE

Installation

* INSERT APPROXIMATE DATE OF INSTALLATION

Maintenance Requirements

* INSERT MAINTENANCE REQUIREMENTS FOR THE POLLUTION PREVENTION PRACTICE

[Repeat as needed.]

## 5.7 Fertilizers

**General**

* INSERT GENERAL DESCRIPTION OF HOW YOU WILL COMPLY WITH FERTILIZERS

**Specific Pollution Prevention Practices**

*Pollution Prevention Practice # 1*

Description

* INSERT DESCRIPTION OF PRACTICE TO BE INSTALLED
* IF APPLICABLE INCLUDE COPIES OF DESIGN SPECIFICATIONS HERE

Installation

* INSERT APPROXIMATE DATE OF INSTALLATION

Maintenance Requirements

* INSERT MAINTENANCE REQUIREMENTS FOR THE POLLUTION PREVENTION PRACTICE

[Repeat as needed for individual fertilizer practices.]

## 5.8 Other Pollution Prevention Practices

Instructions:

Describe any additional pollution prevention practices that do not fit into the above categories.

**General**

* INSERT GENERAL DESCRIPTION OF THE PROBLEM THIS CONTROL IS DESIGNED TO ADDRESS

**Specific Pollution Prevention Practices**

*Pollution Prevention Practice # 1*

Description

* INSERT DESCRIPTION OF PRACTICE TO BE INSTALLED
* IF APPLICABLE INCLUDE COPIES OF DESIGN SPECIFICATIONS HERE

Installation

* INSERT APPROXIMATE DATE OF INSTALLATION

Maintenance Requirements

* INSERT MAINTENANCE REQUIREMENTS FOR THE POLLUTION PREVENTION PRACTICE

[Repeat as needed.]

# SECTION 6: INSPECTION AND CORRECTIVE ACTION

## 6.1 Inspection Personnel and Procedures

|  |
| --- |
| Personnel Responsible for Inspections |
| INSERT NAMES OF PERSONNEL OR TYPES OF PERSONNEL WHO WILL BE CONDUCTING SITE INSPECTIONS HERE |
| Note: All personnel conducting inspections must be considered a “qualified person.” A“qualified person” is a person knowledgeable in the principles and practices of erosion and sediment controls and pollution prevention, who possesses the skills to assess conditions at the construction site that could impact storm water quality, and the skills to assess the effectiveness of any storm water controls selected and installed to meet the requirements of this permit. |
| **Inspection Schedule**Specific Inspection FrequencyINSERT INSPECTION SCHEDULE Rain Gauge Location (if applicable)SPECIFY LOCATION(S) OF RAIN GAUGE TO BE USED FOR DETERMINING WHETHER A RAIN EVENT OF 0.25 INCHES OR GREATER HAS OCCURRED |
|  |
|  |
| **Inspection Report Forms** |
| INSERT COPY OF ANY INSPECTION REPORT FORMS YOU WILL USE HERE OR IN APPENDIX D  |
| 6.2 Corrective Action

|  |
| --- |
| Personnel Responsible for Corrective Actions |
| INSERT NAMES OF PERSONNEL OR TYPES OF PERSONNEL RESPONSIBLE FOR CORRECTIVE ACTIONS**Corrective Action Forms** |
| INSERT A COPY OF ANY CORRECTIVE ACTION FORMS YOU WILL USE HERE OR IN APPENDIX E  |

 |

## 6.3 Delegation of Authority

Instructions:

* Identify the individual(s) or positions within the company who have been delegated authority to sign inspection reports.
* Attach a copy of the signed delegation of authority (see example in Appendix J of the Template.

|  |
| --- |
| **Duly Authorized Representative(s) or Position(s):** |
| Insert Company or Organization Name: |
| Insert Name: |
| Insert Position: |
| Insert Address: |
| Insert City, State, Zip Code: |
| Insert Telephone Number: |
| Insert Fax/Email: |
|  |
|  |

# SECTION 7: TRAINING

|  |
| --- |
| **Table 7-1: Documentation for Completion of Training** |
|

|  |  |
| --- | --- |
| **Name** | **Date Training Completed** |
| INSERT NAME OF PERSONNEL HERE | INSERT COMPLETION DATE HERE |
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| INSERT NAME OF PERSONNEL HERE | INSERT COMPLETION DATE HERE |

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# SECTION 8: CERTIFICATION AND NOTIFICATION

I certify under penalty of law that this document 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.

|  |  |  |  |
| --- | --- | --- | --- |
| Name: |  |  Title: |  |
| Signature: |  |  Date: |  |

[Repeat as needed for multiple construction operators at the site.]

#

# SWPPP APPENDICES

Attach the following documentation to the SWPPP:

***Appendix A – Site Maps***

***Appendix B – Copy of 2012 CGP***

***Appendix C – NOI and EPA Authorization Email***

***Appendix D – Inspection Form***

***Appendix E – Corrective Action Form***

***Appendix F – SWPPP Amendment Log***

***Appendix G – Subcontractor Certifications/Agreements***

***Appendix H – Grading and Stabilization Activities Log***

***Appendix I – Training Log***

***Appendix J – Delegation of Authority***

***Appendix K – Endangered Species Documentation***

***Appendix L – Historic Preservation Documentation***

**Appendix A – Site Maps**

INSERT SITE MAPS CONSISTENT WITH TEMPLATE SECTION 2.6

**Appendix B – Copy of CGP**

INSERT COPY OF CGP

**Appendix C – Copy of NOI and EPA Authorization email**

INSERT COPY OF NOI AND EPA'S AUTHORIZATION EMAIL PROVIDING COVERAGE UNDER THE CGP

**Appendix D – Copy of Inspection Form**

INSERT COPY OF ANY INSPECTION FORMS YOU WILL USE TO PREPARE INSPECTION REPORTS

**Appendix E – Copy of Corrective Action Form**

INSERT COPY OF CORRECTIVE ACTION FORMS YOU WILL USE

**Appendix F – *Sample* SWPPP Amendment Log**

Instructions :

* Create a log here of changes and updates to the SWPPP. You may use the table below to track these modifications.
* SWPPP modifications are required pursuant to in the following circumstances:
	+ Whenever new operators become active in construction activities on your site, or you make changes to your construction plans, storm water control measures, pollution prevention measures, or other activities at your site that are no longer accurately reflected in your SWPPP;
	+ To reflect areas on your site map where operational control has been transferred (and the date of transfer) since initiating permit coverage;
	+ If inspections or investigations determine that SWPPP modifications are necessary for compliance with this permit;
	+ Where EPA determines it is necessary to impose additional requirements on your discharge; and
	+ To reflect any revisions to applicable federal, state, tribal, or local requirements that affect the storm water control measures implemented at the site.
* If applicable, if a change in chemical treatment systems or chemically-enhanced storm water control is made, including use of a different treatment chemical, different dosage rate, or different area of application.

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| **No.** | **Description of the Amendment** | **Date of Amendment**  | **Amendment Prepared by [Name(s) and Title]** |
| --- | --- | --- | --- |
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**Appendix G – *Sample* Subcontractor Certifications/Agreements**

SUBCONTRACTOR CERTIFICATION

STORMWATER POLLUTION PREVENTION PLAN

Project Number: ­­

Project Title:

Operator(s):

As a subcontractor, you are required to comply with the Stormwater Pollution Prevention Plan (SWPPP) for any work that you perform on-site. Any person or group who violates any condition of the SWPPP may be subject to substantial penalties or loss of contract. You are encouraged to advise each of your employees working on this project of the requirements of the SWPPP. A copy of the SWPPP is available for your review at the office trailer.

Each subcontractor engaged in activities at the construction site that could impact stormwater must be identified and sign the following certification statement:

**I certify under the penalty of law that I have read and understand the terms and conditions of the SWPPP for the above designated project and agree to follow the practices described in the SWPPP.**

This certification is hereby signed in reference to the above named project:

Company:

Address:

Telephone Number:

Type of construction service to be provided:

Signature:

Title:

Date:

**Appendix H – *Sample* Grading and Stabilization Activities Log**

| **Date Grading Activity Initiated** | **Description of Grading Activity** | **Description of Stabilization Measure and Location** | **Date Grading Activity Ceased** (Indicate Temporary or Permanent) | **Date When Stabilization Measures Initiated** |
| --- | --- | --- | --- | --- |
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**Appendix I – *Sample* SWPPP Training Log**

**Stormwater Pollution Prevention Training Log**

|  |
| --- |
| Project Name:  |
| Project Location: |
| Instructor’s Name(s): |
| Instructor’s Title(s): |

Course Location:  Date:

Course Length (hours):

Stormwater Training Topic: *(check as appropriate)*

|  |  |
| --- | --- |
|[ ]  **Sediment and Erosion Controls** |[ ]  **Emergency Procedures** |
|  |  |  |  |
|[ ]  **Stabilization Controls** |[ ]  **Inspections/Corrective Actions** |
|  |  |  |  |
|[ ]  **Pollution Prevention Measures** |  |  |
|  |

Specific Training Objective:

Attendee Roster: *(attach additional pages as necessary)*

|  |  |  |
| --- | --- | --- |
| **No.** | **Name of Attendee** | **Company** |
| 1 |  |  |
| 2 |  |  |
| 3 |  |  |
| 4 |  |  |
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**Appendix J – *Sample* Delegation of Authority Form**

Delegation of Authority

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (name), hereby designate the person or specifically described position below to be a duly authorized representative for the purpose of overseeing compliance with environmental requirements, including the Construction General Permit, at the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ construction site. The designee is authorized to sign any reports, stormwater pollution prevention plans and all other documents required by the permit.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (name of person or position)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (company)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (address)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (city, state, zip)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (phone)

By signing this authorization, I confirm that I meet the requirements to make such a designation as set forth in Appendix I of EPA’s Construction General Permit (CGP), and that the designee above meets the definition of a “duly authorized representative” as set forth in Appendix I.

I certify under penalty of law that this document 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.

**Name:**

**Company:**

**Title:**

**Signature:**

**Date:**

**Appendix K – Endangered Species Documentation**

INSERT DOCUMENTATION CONSISTENT WITH SWPPP TEMPLATE SECTION 3.1

**Appendix L – Historic Properties Documentation**

INSERT DOCUMENTATION CONSISTENT WITH SWPPP TEMPLATE SECTION 3.2