

Common Plan of Development Storm Water Pollution Prevention Plan

for:

Insert Subdivision Name
Address
City, State, Zip Code

Operator(s):

Insert Company Name
Company Representative Name
Address
City, State, Zip Code

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SECTION 1: SITE EVALUATION, ASSESSMENT, AND PLANNING

1.1 Project Information

Project Name:					
Address:					
City:		State:		Zip Code:	
Latitude:					
Longitude:					
UPDES permit tracking number:					

1.2 Contact Information/Responsible Parties

Operator(s):

Owner:		
Contact Person:		
Address:		
City, State, Zip Code:		
Telephone Number:		
Email Address:		

Repeat as needed

General Contractor:	
Contact Person:	
Address:	
City, State, Zip Code:	
Telephone Number:	
Email Address:	

Project Manager:

Company Name:	
Contact Person:	
Address:	
City, State, Zip Code:	
Telephone Number:	
Email Address:	

SWPPP Contact:

Company Name:	
Contact Person:	
Address:	
City, State, Zip Code:	
Telephone Number:	
Email Address:	

This SWPPP was prepared by:

Company Name:	
Contact Person:	
Address:	
City, State, Zip Code:	
Telephone Number:	
Email Address:	

Emergency 24-Hour Contact:

Company Name:	
Contact Person:	
Address:	
City, State, Zip Code:	
Telephone Number:	
Email Address:	

1.3 Nature and Sequence of Construction Activity

Describe the general scope of the work for the project, major phases of construction, etc: Modify the text below to describe your situation

_____ Builder is buying lots at the _____ sub-division from _____ owner and will be building pre-sold houses to individual home owners. This subdivision was developed by XYZ Development and did all the improvement work under the UPDES permit UTR#####. The project infrastructure has been completed according to XYZ Municipality Standards and Specifications. XYZ Builder is obtaining a new UPDES permit and will transfer the SWPPP responsibilities to each home owner at the home sale closing. During the construction phase, XYZ Builder will not be building more than X houses at a time.

What is the function of the construction activity?

Residential

Commercial

Industrial

Estimated Project Start Date:

Estimated Project Completion Date:

1.4 Soils, Slopes, Vegetation, and Current Drainage Patterns

Describe the existing soil conditions at the construction site including soil types, slopes and drainage patterns.

Soil Type(s):

Slopes:

Drainage Patterns:

Vegetation:

1.5 Construction Site Estimates

Common Plan of Development Total Project Area:	
Construction site area to be disturbed:	
Percentage impervious area before construction:	
Percentage impervious area after construction:	
Runoff coefficient before and after construction:	<i>Obtain this information from the original SWPPP</i>

1.6 Receiving Waters *Each municipality can modify this section (e.g. Springville City)*

Receiving Waters:

Select one of the tributaries Utah Lake.

- Hobble Creek Basin Spring Creek Basin Dry Creek Basin
 Land Drain Basin
 Other: (e.g. on site retention, class V injection well, etc.)

Description of storm sewer systems: *(e.g. Springville City MS4 municipal separate storm sewer system, irrigation district, private system, etc)*

Description of impaired waters or waters subject to TMDLs:

1.7 Site Features and Sensitive Areas to be Protected

Describe unique site features including stream, stream buffers, wetlands, specimen trees, natural vegetation, steep slopes, or highly erodible soils that are to be preserved.

Describe measures to protect these features and include these features and areas in your site maps, you can also obtain this information from the original SWPPP.

1.8 Potential Sources of Pollution

Check with an X the activities that apply to your project

Activities	Check with an X the activities that apply	Sediment	Nutrients	Heavy Metals	pH (acids and bases)	Pesticides & Herbicides	Oil & Grease	Bacteria & Viruses	Trash, Debris, Solids	Other toxic Chemicals
Clearing, grading, excavating, and un-stabilized areas		✓							✓	
Paving operations		✓					✓		✓	
Concrete washout, stucco and cement waste				✓	✓				✓	
Structure construction, painting, cleaning				✓	✓				✓	✓
Demolition and debris disposal		✓							✓	
Dewatering operations		✓	✓						✓	
Material Delivery and storage		✓	✓	✓	✓		✓		✓	✓
Material use during building process			✓	✓	✓		✓		✓	✓
Solid waste disposal									✓	✓
Hazardous Waste, contaminated spills				✓	✓	✓	✓			✓
Sanitary waste			✓		✓			✓		
Vehicle/equipment fueling, maintenance, use and storage							✓		✓	✓
Landscaping operations		✓	✓			✓			✓	✓
<i>Describe others</i>										

1.9 Endangered Species Certification

You can obtain this information from the original SWPPP or contact the Department of Natural Resources and obtain a waiver from them or modify the text below to describe your situation.

XYZ Company conducted a review of any potential endangered/threatened species and critical habitat on XYZ Development in XYZ City, Utah. XYZ Company first reviewed the Utah State Endangered Species Protection Program dated June 2008 and endangered species list. XYZ Company did not identify any endangered species in the project area.

1.10 Historic Preservation

You can obtain this information from the original SWPPP or contact Utah State History Preservation Office 801-533-3561 to obtain a list of historic places.
http://history.utah.gov/historic_buildings/national_register/documents/NR_List.pdf

1.11 Applicable Federal, Tribal, State or Local Permits

Submit copies of all applicable permits (e.g. 404, dewatering UTG070000, stream alteration, municipal land disturbance permit, etc.)

SECTION 2: EROSION AND SEDIMENT CONTROL BMPS

2.1 Minimize Disturbed Area and Protect Natural Features and Soil

Describe the areas that will be disturbed with each phase of construction and the methods (e.g., signs, fences, etc.) that you will use to protect those areas that should not be disturbed. Modify the text below to describe your situation

(e.g. XYZ Subdivision has all improvements (paved roads, concrete sidewalks and utilities) all the lots are covered with vegetation. XYZ Builder will clearly mark the property boundaries with green T Posts and will limit the disturbance area to individual building lots.

2.2 Phase Construction Activity

Describe the intended construction sequencing and timing of major activities, including any opportunities for phasing grading and stabilization activities to minimize the overall amount of disturbed soil that will be subject to potential erosion at one time. Modify the text below to describe your situation

(e.g. XYZ Builder will excavate the single home site clearing for a footing/foundation. Construction crews will build new home structure on the property. Final grading will blend with existing contours. XYZ Builder will not be disturbing more than X# lots at a time).

2.3 Control Stormwater Flowing onto and through the Project. *Give example of possible scenario, give example of BMPs*

BMP Description:	
Installation Schedule:	
Maintenance Inspection:	
Responsible Staff:	

2.4 Stabilize Soils. *Give example of possible scenario, give example of BMPs*

BMP Description:	
<input type="checkbox"/> Permanent	<input type="checkbox"/> Temporary
Installation Schedule:	
Maintenance Inspection:	
Responsible Staff:	

2.5 Protect Slopes. *Give example of possible scenario, give example of BMPs*

BMP Description:	
Installation Schedule:	
Maintenance Inspection:	
Responsible Staff:	

2.6 Protect Storm Drain Inlets. *Give example of possible scenario, give example of BMPs*

BMP Description:	
Installation Schedule:	
Maintenance Inspection:	
Responsible Staff:	

2.7 Establish Perimeter Controls and Sediment Barriers. *Give example of possible scenario, give example of BMPs*

BMP Description:	
Installation Schedule:	
Maintenance Inspection:	
Responsible Staff:	

2.8 Establish Stabilized Construction Exits. *Give example of possible scenario, give example of BMPs*

BMP Description:	
Installation Schedule:	
Maintenance Inspection:	
Responsible Staff:	

2.9 Additional BMPs. *Give example of possible scenario, give example of BMPs*

BMP Description:	
Installation Schedule:	
Maintenance Inspection:	
Responsible Staff:	

SECTION 3: GOOD HOUSEKEEPING BMPS

3.1 Material Handling and Waste Management (*Trash disposal, sanitary waste, proper material handling*)

BMP Description:	
Installation Schedule:	
Maintenance Inspection:	
Responsible Staff:	

Repeat as needed

3.2 Establish Proper Building Material Staging Areas. *Give example of possible scenario, give example of BMPs*

BMP Description:	
Installation Schedule:	
Maintenance Inspection:	
Responsible Staff:	

3.3 Designate Washout Areas (*Concrete washout, stucco, paint, insulation, etc.*)

BMP Description:	
Installation Schedule:	
Maintenance Inspection:	
Responsible Staff:	

Repeat as needed

3.4 Establish Proper Equipment/Vehicle Fueling and Maintenance Practices. *Give example of possible scenario, give example of BMPs or no fuel will be stored on site, no equipment maintenance is allowed on site.*

BMP Description:	
Installation Schedule:	
Maintenance Inspection:	
Responsible Staff:	

3.5 Control Equipment/Vehicle Washing. *Give example of possible scenario, give example of BMPs or no equipment washing is allowed on site.*

BMP Description:	
Installation Schedule:	
Maintenance Inspection:	
Responsible Staff:	

3.6 Spill Prevention and Control Plan

Material	Location of Spill	Reportable Quantity
Diesel Fuel and Oils	Land/Water	25 gallons or visible sheen
Antifreeze	Land/Water	13 gallons
Gasoline	Land/Water	25 gallons

Each work area has a spill response kit. Most of the spills can be cleaned up following the manufacturer recommendation Absorbent/oil dry, sealable containers, plastic bags, and shovels/brooms are suggested minimum spill response items that should be on this location

- 1st Priority: Protect all people
- 2nd Priority: Protect equipment and property
- 3rd Priority: Protect the environment

1. Make sure the spill area is safe to enter and that it does not pose an immediate threat to health or safety of any person.
2. Stop the spill source
3. Check for hazards (flammable material, noxious fumes, cause of spill) – if flammable liquid, turn off engines and nearby electrical equipment. If serious hazards are present leave area and call 911. LARGE SPILLS ARE LIKELY TO PRESENT A HAZARD.
4. Call co-workers and supervisor for assistance and to make them aware of the spill and potential dangers
5. If possible, stop spill from entering drains (use absorbent or other material as necessary)
6. Stop spill from spreading (use absorbent or other material)
7. If spilled material has entered a storm sewer; contact the City Storm Water Department.
8. Clean up spilled material according to manufacturer specifications, for liquid spills use absorbent materials and do not flush area with water.
9. Properly dispose of cleaning materials and used absorbent material according to manufacturer specifications.

Emergency Numbers

National Response Center (NRC)	800-424-8802
Utah State Department of Environmental Quality 24 hr answering Service	801-536-4300
Utah Division of Water Quality	801-538-6146
Utah Hazmat Response Officer 24 hrs	801-538-3745
Municipal Fire Department	801-###-####
Municipal Police Department	801-###-####
Municipal Storm Water Collections	801-###-####

3.7 Any Additional BMPs. *Give example of possible scenario, give example of BMPs (Street sweeping, etc)*

BMP Description:	
Installation Schedule:	
Maintenance Inspection:	
Responsible Staff:	

3.8 Allowable Non-Stormwater Discharge Management

Refer to section 1.5 of the UPDES CGP UTR300000

Authorized Non-Storm Water Discharges	Comments
1. Discharges from fire-fighting activities.	
2. Fire Hydrant flushing.	No hyper-chlorinated water discharges (from water lines disinfection) will be allowed in the storm drain. Prior arrangements must be made with the Sanitary Sewer Treatment Facility before high-chlorine water is flushed in to the sanitary sewer.
3. Waters used to wash vehicles where detergents are not used.	Concrete trucks are rinsed on the site without the use of detergents. Washout water is retained on the site.
4. Water used to control dust.	
5. Potable water sources including waterline flushing, routine external building wash down that does not use detergents.	
6. Pavement wash waters where spills or leaks of toxic or hazardous material have not occurred (unless all spilled material has been removed) and where detergents are not used.	
7. Uncontaminated air conditions or compressor condensate.	
8. Uncontaminated ground water or spring water,	
9. Foundation or footing drains where flows are not contaminated with process materials such as solvents	
10. Landscape irrigation	

SECTION 4: POST-CONSTRUCTION BMPS AND FINAL STABILIZATION

Refer to section 1.11 for local post construction BMP requirements (*e.g. for residential development. Homeowner to complete landscaping within 18 months after taking ownership of the house*)

BMP Description:	
Installation Schedule:	
Maintenance Inspection:	
Responsible Staff:	

Repeat as needed

SECTION 5: INSPECTIONS

5.1 Inspections

1. Inspection Personnel: *Identify the person(s) who will be responsible for conducting inspections and describe their qualifications*

2 Inspection Schedule:

- At least once every 7 calendar days; or
 At least once every 14 calendar days and within 24 hours of the end of a storm event of 0.5 inches or greater.

SECTION 6: 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: _____

Name: _____ Title: _____

Signature: _____ Date: _____

SECTION 7: RECORDKEEPING AND TRAINING

The following is a list of records you must keep with your SWPPP.

1. SWPPP Amendment Log (appendix G)
2. Subcontractor Certifications/Agreements (appendix H)
3. Grading and Stabilization Activities Log (appendix I)
4. Training Log (appendix J)
5. Delegation of Authority (appendix K)
6. Inspection Reports (appendix L)
7. Corrective Action Log (appendix M)

SECTION 8 APPENDICES

Appendix A- General Location Map

Appendix B- Site Maps

Appendix C- BMP Specification Sheets

Appendix D- Acknowledgment Letter and Construction General Permit

Appendix E- NOI

Appendix F- Additional Information (LDP, Other Permits, Historic Places, Endangered Species)

Appendix G- SWPPP Amendment Log

Appendix H- Subcontractor Certifications/Agreements

Appendix I- Grading and Stabilization Activities Log

Appendix J- Training Log

Appendix K- Delegation of Authority

Appendix L- Inspection Reports

Appendix M- Corrective Action Log

Appendix H – Subcontractor Certifications/Agreements

SUBCONTRACTOR CERTIFICATION STORMWATER POLLUTION PREVENTION PLAN

Project Number: _____

Project Name: _____

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 BMPs and 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 I – Grading and Stabilization Activities Log

Date Grading Activity Initiated	Description of Grading Activity	Date Grading Activity Ceased (Indicate Temporary or Permanent)	Date When Stabilization Measures are Initiated	Description of Stabilization Measure and Location

Appendix J – SWPPP Training Log

Stormwater Pollution Prevention Training Log

Project Name:

Project Location:

Instructor's Name(s):

Instructor's Title(s):

Course Location: Salisbury Development Office _____ Date: _____

Course Length (hours): One (1)

Stormwater Training Topic: *(check as appropriate)*

- Erosion Control BMPs Emergency Procedures
 Sediment Control BMPs Good Housekeeping BMPs
 Non-Stormwater BMPs

Specific Training Objective: Instruct proper and acceptable disposal of building wastes

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

No.	Name of Attendee	Company
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

Appendix K – Delegation of Authority Form

Delegation of Authority

I, _____ 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.

Company Name

Individual's Name

Address

City, State, Zip Code

Telephone Number

By signing this authorization, I confirm that I meet the requirements to make such a designation as set forth in UTR300000, Section 5.16 and that the designee above meets the definition of a “duly authorized representative” as set forth in UTR300000, Section 5.16.

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: _____

Erosion and Sediment Control Inspection and Corrective Action Report

Inspector: _____ Date: _____

Site Name and Location: _____

Current Weather Conditions: _____ Last Rain Event >.5": _____

Site Description: _____

BMP Designation	O.K	Not O.K.	BMP Condition, Corrective Action.
Construction Access Is the tracking pad Preventing sediment from Being tracked into the Street?			
Washout facility Are washout facilities (e.g. Paint, stucco, concrete) Available , clearly marked And maintained?			
Portable Toilet Is the portable toilet placed Behind the sidewalk or at Least 10' away from the Street properly anchored?			
Perimeter Control Clearing Limits Marked? Silt Fences?			
Inlet, Curb and Gutter Check Dam Sediment Protection Rock bags?			
Waste Disposal Is trash/litter from work Areas collected in a dumpsters or removed from the site daily			
Street Sweeping And Dust Control			
Other BMP Maintenance			

