

Appendix A: SWPPP Template – Utah

Instructions

To help you develop the narrative section of your construction site SWPPP, the DWQ has modified the U.S Environmental Protection Agency (EPA) electronic SWPPP template to fit the needs of NOI applicants in Utah. The template is designed to help guide you through the SWPPP development process and help ensure that your SWPPP addresses all the necessary elements stated in your construction general permit. It may be helpful to use this template with EPA’s guidance on *Developing Your Stormwater Pollution Prevention Plan*. Both are available on EPA’s website at www.epa.gov/npdes/swpppguide

This template covers most of the SWPPP elements that the Utah construction general permit requires, however, you are strongly encouraged to customize this template. There are two major reasons to customize this template:

- **To reflect the terms and conditions of the State construction general permit; and**
- **To reflect the conditions at your site**

Using the SWPPP Template

Each section of this template includes “instructions” and space for project information. You should read the instructions for each section before you complete that section. This template was developed in Word so that you can easily add tables and additional text. Some sections may require only a brief description while others may require several pages of explanation.

Tips for completing the SWPPP template

- If there is more than one construction operator for your project, consider coordinating development of your SWPPP with the other operators.
- Multiple operators may share the same SWPPP, but make sure that responsibilities are clearly described.
- Modify this SWPPP template so that it addresses the requirements in your construction general permit and meets the needs of your project. Consider adding permit citations in the SWPPP when you address a specific permit requirement.

Stormwater Pollution Prevention Plan

for:

The Eden Center
2612 North Highway 162
Weber County, Utah

Operator(s):

Dig-It, INC
Pat Brennen
4829 East Patio Springs Clr
Eden, UT 84310
(801) 430-7217
dig-it@ovally.net

SWPPP Contact(s):

Dig-It, INC
Pat Brennen
4829 East Patio Springs Clr
Eden, UT 84310
(801) 430-7217
dig-it@ovally.net

SWPPP Preparation Date:

9/26/2012

Estimated Project Dates:

Project Start Date: ___/___/_____
Project Completion Date: ___/___/_____

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- Appendix H – Subcontractor Certifications/Agreements
- Appendix I – Grading and Stabilization Activities Log (or in Part 6.1)
- Appendix J – Training Log
- Appendix K – Delegation of Authority
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SECTION 1: SITE EVALUATION, ASSESSMENT, AND PLANNING CERTIFICATION, AND SIGNATURE

1.1 Project/Site Information

Project/Site Name: The Eden Center

Project Street/Location: 2612 North Highway 162

City: 2612 North Highway 162 State: Utah ZIP Code: 84310

County or Similar Subdivision: Weber County

Latitude/Longitude (Use **one** of three possible formats, and specify method)

Latitude:

1. 41° 18' 22" N (degrees, minutes, seconds)

2. __ ° __ . __ ' N (degrees, minutes, decimal)

3. __ . ____ ° N (decimal)

Longitude:

1. 111° 49' 42" W (degrees, minutes, seconds)

2. __ ° __ . __ ' W (degrees, minutes, decimal)

3. __ . ____ ° W (decimal)

Method for determining latitude/longitude:

USGS topographic map (specify scale: _____)

EPA Web site GPS

Other (please specify): Google Earth

Is the project located in Indian country? Yes No

If yes, name of Reservation, or if not part of a Reservation, indicate "not applicable." _____

Is this project considered a federal facility? Yes No

UPDES project or permit tracking number*: _____

**(This is the unique identifying number assigned to your project by your permitting authority after you have applied for coverage under the appropriate National Pollutant Discharge Elimination System (UPDES) construction general permit.)*

1.2 Contact Information/Responsible Parties

Operator(s):

Dig-It, INC
Pat Brennen
4829 East Patio Springs Clr
Eden, UT 84310
(801) 430-7217
dig-it@ovally.net

Project Manager(s) or Site Supervisor(s):

Dig-It, INC
Pat Brennen
4829 East Patio Springs Clr
Eden, UT 84310
(801) 430-7217

SWPPP Contact(s):

Dig-It, INC
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(801) 430-7217

This SWPPP was Prepared by:

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Subcontractor(s):

Emergency 24-Hour Contact:

Dig-It, INC
Pat Brennen
4829 East Patio Springs Clr
Eden, UT 84310
(801) 430-7217

1.3 Nature and Sequence of Construction Activity

Describe the general scope of the work for the project, major phases of construction, etc:

A commercial development that includes eight individual 'cabin' condominiums. The scope of work will include installation of: the condos, an open air gazebo, a parking lot and the utilities: water, sewer, storm drain, etc.

What is the function of the construction activity?

Residential Commercial Industrial Road Construction Linear Utility
 Other (please specify):

Estimated Project Start Date: ___ / ___ / _____

Estimated Project Completion Date: ___ / ___ / _____

1.4 Soils, Slopes, Vegetation, and Current Drainage Patterns

Soil type(s):

Slopes (describe current slopes and note any changes due to grading or fill activities):

Slopes are minimal -1% to 2%; there are a couple mounds of stockpiled material. Finished grade will be 0.50% to 3.00%

Drainage Patterns:

Due to the flat terrain, water generally pools then either infiltrates or makes it way to the south west of the lot towards an existing drainage swale

Vegetation: There are currently native grasses throughout the site; the proposed landscape will include sod and various bushes & trees

Other:

1.5 Construction Site Estimates

The following are estimates of the construction site.

Total project area:	0.89 acres
Construction site area to be disturbed:	0.89 acres
Percentage impervious area before construction:	0.0%
Runoff coefficient before construction:	0.10
Percentage impervious area after construction:	60.7%
Runoff coefficient after construction	0.56

1.6 Receiving Waters

Instructions:

- List the waterbody(s) that would receive stormwater from your site, including streams, rivers, lakes, coastal waters, and wetlands. Describe each as clearly as possible, such as Big Cottonwood Creek, a tributary to the Jordan River, and so on.
- Indicate the location of all waters, including wetlands, on the site map.
- Note any stream crossings, if applicable.
- List the storm sewer system or drainage system that stormwater from your site could discharge to and the waterbody(s) that it ultimately discharges to.
- If any of the waterbodies above are impaired and/or subject to Total Maximum Daily Loads (TMDLs), please list the pollutants causing the impairment and any specific requirements in the TMDL(s) that are applicable to construction sites. Your SWPPP should specifically include measures to prevent the discharge of these pollutants.
- For more information, see *SWPPP Guide*, Chapter 3.A and 3.B.
- Also, for more information and a list of TMDL contacts and links by state, visit www.epa.gov/npdes/stormwater/tmdl.

Description of receiving waters: Pineview Reservoir in the Ogden River watershed

Description of storm sewer systems: Two drain boxes and the proposed topography collect water and feed to a detention pond. The water is detained and released to an existing drainage swale along SR-162. The drainage swale feeds into a public storm drain system that discharges into Pineview Reservoir.

Description of impaired waters or waters subject to TMDLs: Pineview Reservoir has an impaired status associated with Temperature as of 2006, according to the EPA.

(http://ofmpub.epa.gov/tmdl_waters10/attains_waterbody.control?p_au_id=UT-L-16020102-014_00&p_cycle=2006&p_state=UT&p_report_type=) The storm water from the project location is unlikely to affect the reservoir for two reasons: heat is not being transferred to the water by an industrial or commercial practice; the storm water volume is small, comparatively.

Other:

1.7 Site Features and Sensitive Areas to be Protected

NONE

Description of unique features that are to be preserved: None applicable

Describe measures to protect these features: Not applicable

1.8 Potential Sources of Pollution

Potential sources of sediment to stormwater runoff:

Runoff during construction from material stockpiles and disturbed and stripped soils

Potential pollutants and sources, other than sediment, to stormwater runoff:

Oils and fuels from construction equipment

Trade Name Material	Stormwater Pollutants	Location

1.9 Endangered Species Certification

Are endangered or threatened species and critical habitats on or near the project area?

Yes No

Describe how this determination was made:

<http://www.fws.gov/endangered/index.html>

If yes, describe the species and/or critical habitat:

If yes, describe or refer to documentation that determines the likelihood of an impact on identified species and/or habitat and the steps taken to address that impact. (Note, if species are on or near your project site, EPA strongly recommends that the site operator work closely with the appropriate field office of the U.S. Fish and Wildlife Service or National Marine Fisheries Service. For concerns related to state or tribal listing of species, please contact a state or tribal official.)

1.10 Historic Preservation

Are there any historic sites on or near the construction site?

Yes No

Describe how this determination was made:

<http://www.nationalregisterofhistoricplaces.com/ut/Weber/state.html>

If yes, describe or refer to documentation that determines the likelihood of an impact on this historic site and the steps taken to address that impact.

1.11 Applicable Federal, Tribal, State or Local Programs

NA

1.12 Maps

Instructions:

- Attach site maps. For most projects, a series of site maps is 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 should include the following:

- Direction(s) of stormwater flow and approximate slopes before and after major grading activities;
- Areas and timing of soil disturbance;
- Areas that will not be disturbed;
- Natural features to be preserved;
- Locations of major structural and non-structural BMPs identified in the SWPPP;
- Locations and timing of stabilization measures;
- Locations of off-site material, waste, borrow, or equipment storage areas;
- Locations of all waters of the United States, including wetlands;
- Locations where stormwater discharges to a surface water;
- Locations of storm drain inlets; and
- Areas where final stabilization has been accomplished.
- For more information, see *SWPPP Guide*, Chapter 3.C.

Include the site maps with the SWPPP.

SECTION 2: EROSION AND SEDIMENT CONTROL BMPs

Instructions:

- Describe the BMPs that will be implemented to control pollutants in stormwater discharges. For each major activity identified, do the following
 - ✓ Clearly describe appropriate control measures.
 - ✓ Describe the general sequence during the construction process in which the measures will be implemented.
 - ✓ Describe the maintenance and inspection procedures that will be used for that specific BMP.
 - ✓ Include protocols, thresholds, and schedules for cleaning, repairing, or replacing damaged or failing BMPs.
 - ✓ Identify staff responsible for maintaining BMPs.
 - ✓ (If your SWPPP is shared by multiple operators, indicate the operator responsible for each BMP.)
- Categorize each BMP under one of the following 10 areas of BMP activity as described below:
 - 2.1 Minimize disturbed area and protect natural features and soil**
 - 2.2 Phase Construction Activity**
 - 2.3 Control Stormwater flowing onto and through the project**
 - 2.4 Stabilize Soils**
 - 2.5 Protect Slopes**
 - 2.6 Protect Storm Drain Inlets**
 - 2.7 Establish Perimeter Controls and Sediment Barriers**
 - 2.8 Retain Sediment On-Site and Control Dewatering Practices**
 - 2.9 Establish Stabilized Construction Exits**
 - 2.10 Any Additional BMPs**
- Note the location of each BMP on your site map(s).
- For any structural BMPs, you should provide design specifications and details and refer to them. Attach them as appendices to the SWPPP or within the text of the SWPPP.
- For more information, see *SWPPP Guide*, Chapter 4.
- Consult your state's design manual or one of those listed in Appendix D of the *SWPPP Guide*.
- For more information or ideas on BMPs, see EPA's National Menu of BMPs
<http://www.epa.gov/npdes/stormwater/menuofbmps>

2.1 Minimize Disturbed Area and Protect Natural Features and Soil

2.2 Phase Construction Activity

- Phase I
 - Construction Phase – Clearing & Grubbing, Utility Installation, Finish Grading, Installation of appurtenant improvements
 - 1 month duration
 - Silt fence, Inlet protection, minimize disturbance

- Phase II
 - Post Construction Phase
 - 2 month duration
 - Re-establish vegetation. Sod and Grade area.

2.3 Control Stormwater Flowing onto and through the Project

<i>BMP Description:</i>	
<i>Installation Schedule:</i>	
<i>Maintenance and Inspection:</i>	
<i>Responsible Staff:</i>	
<i>BMP Description:</i>	
<i>Installation Schedule:</i>	
<i>Maintenance and Inspection:</i>	
<i>Responsible Staff:</i>	

Repeat as needed

2.4 Stabilize Soils

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

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

2.5 Protect Slopes

BMP Description:	
<i>Installation Schedule:</i>	
<i>Maintenance and Inspection:</i>	
<i>Responsible Staff:</i>	

BMP Description:	
<i>Installation Schedule:</i>	
<i>Maintenance and Inspection:</i>	
<i>Responsible Staff:</i>	

2.6 Protect Storm Drain Inlets

Instructions:

- Describe controls (e.g., inserts, rock-filled bags, or block and gravel) including design specifications and details that will be implemented to protect all inlets receiving stormwater from the project during the entire project. (For more information, see *SWPPP Guide*, Chapter 4, ESC Principle 6.)
- Also, see EPA's *Storm Drain Inlet Protection BMP Fact Sheet* at www.epa.gov/npdes/stormwater/menuofbmps/construction/storm_drain

BMP Description: Rock filled bags at inlet of pipe ends

<i>Installation Schedule:</i>	Before construction begins
<i>Maintenance and Inspection:</i>	Daily and after each storm event
<i>Responsible Staff:</i>	Dig-It, INC

BMP Description: Silt Fence

<i>Installation Schedule:</i>	Before Construction begins
<i>Maintenance and Inspection:</i>	Weekly or following a storm event
<i>Responsible Staff:</i>	Dig-It, INC

BMP Description: Tracking Pad

<i>Installation Schedule:</i>	Before Construction begins
<i>Maintenance and Inspection:</i>	Weekly or following a storm event
<i>Responsible Staff:</i>	Dig-It, INC

BMP Description: Concrete Washout

<i>Installation Schedule:</i>	Before Installation of concrete
<i>Maintenance and Inspection:</i>	Weekly or following a storm event
<i>Responsible Staff:</i>	Dig-It, INC

Repeat as needed

2.7 Establish Perimeter Controls and Sediment Barriers

Instructions:

- Describe structural practices (e.g., silt fences or fiber rolls) including design specifications and details to filter and trap sediment before it leaves the construction site. (For more information, see *SWPPP Guide*, Chapter 4, ESC Principle 7.)
- Also see, EPA's *Silt Fence BMP Fact Sheet* at www.epa.gov/npdes/stormwater/menuofbmps/construction/silt_fences, or *Fiber Rolls BMP Fact Sheet* at www.epa.gov/npdes/stormwater/menuofbmps/construction/fiber_rolls

BMP Description: Silt Fence

Installation Schedule:	Prior to beginning construction
Maintenance and Inspection:	Weekly and following any storm event
Responsible Staff:	Dig-It, INC

2.8 Retain Sediment On-Site

Instructions:

- Describe sediment control practices (e.g., sediment trap or sediment basin), including design specifications and details (volume, dimensions, outlet structure) that will be implemented at the construction site to retain sediments on-site. (For more information, see *SWPPP Guide*, Chapter 4, ESC Principle 8.)
- Also, see EPA's *Sediment Basin BMP Fact Sheet* at www.epa.gov/npdes/stormwater/menuofbmps/construction/sediment_basins

BMP Description: Check Dam

Installation Schedule:	Once Construction Begins
Maintenance and Inspection:	Daily
Responsible Staff:	Dig-It, INC

2.9 Establish Stabilized Construction Exits

Instructions:

- Describe location(s) of vehicle entrance(s) and exit(s), procedures to remove accumulated sediment off-site (e.g., vehicle tracking), and stabilization practices (e.g., stone pads or wash racks or both) to minimize off-site vehicle tracking of sediments and discharges to stormwater. (For more information, see *SWPPP Guide*, Chapter 4, ESC Principle 9.)
- Also, see EPA's *Construction Entrances BMP Fact Sheet* at www.epa.gov/npdes/stormwater/menuofbmps/construction/cons_entrance

BMP Description: Tracking Pad

<i>Installation Schedule:</i>	Prior to construction
<i>Maintenance and Inspection:</i>	Weekly
<i>Responsible Staff:</i>	Dig-It, INC

SECTION 3: GOOD HOUSEKEEPING BMPs

Instructions:

- Describe the key good housekeeping and pollution prevention (P2) BMPs that will be implemented to control pollutants in stormwater.
- Categorize each good housekeeping and pollution prevention (P2) BMP under one of the following seven categories:
 - 3.1 Material Handling and Waste Management**
 - 3.2 Establish Proper Building Material Staging Areas**
 - 3.3 Designate Washout Areas**
 - 3.4 Establish Proper Equipment/Vehicle Fueling and Maintenance Practices**
 - 3.5 Allowable Non-Stormwater Discharges and Control Equipment/Vehicle Washing**
 - 3.6 Spill Prevention and Control Plan**
 - 3.7 Any Additional BMPs**
- For more information, see *SWPPP Guide*, Chapter 5.
- Consult your state's design manual or resources in Appendix D of the *SWPPP Guide*.
- For more information or ideas on BMPs, see EPA's National Menu of BMPs
<http://www.epa.gov/npdes/stormwater/menuofbmps>

3.1 Material Handling and Waste Management

Instructions:

- Describe measures (e.g., trash disposal, sanitary wastes, recycling, and proper material handling) to prevent the discharge of solid materials to receiving waters, except as authorized by a permit issued under section 404 of the CWA (For more information, see *SWPPP Guide*, Chapter 5, P2 Principle 1.)
- Also, see EPA's *General Construction Site Waste Management BMP Fact Sheet* at
www.epa.gov/npdes/stormwater/menuofbmps/construction/cons_wasteman

BMP Description: Remove and Dispose of garbage and construction waste

Installation Schedule:	Once construction begins
Maintenance and Inspection:	Daily
Responsible Staff:	Dig-It, INC

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

Repeat as needed

3.2 Establish Proper Building Material Staging Areas

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

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

Repeat as needed

3.3 Designate Washout Areas

<p>Instructions:</p> <ul style="list-style-type: none"> – Describe location(s) and controls to eliminate the potential for discharges from washout areas for concrete mixers, paint, stucco, and so on. (For more information, see <i>SWPPP Guide</i>, Chapter 5, P2 Principle 3.) – Also, see EPA's <i>Concrete Washout BMP Fact Sheet</i> at www.epa.gov/npdes/stormwater/menuofbmps/construction/concrete_wash
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BMP Description: Concrete Washout

<i>Installation Schedule:</i>	Prior to pouring of concrete
<i>Maintenance and Inspection:</i>	Weekly
<i>Responsible Staff:</i>	Dig-It, INC

3.4 Establish Proper Equipment/Vehicle Fueling and Maintenance Practices

Instructions:

- Describe equipment/vehicle fueling and maintenance practices that will be implemented to control pollutants to stormwater (e.g., secondary containment, drip pans, and spill kits) (For more information, see *SWPPP Guide*, Chapter 5, P2 Principle 4.)
- Also, see EPA's *Vehicle Maintenance and Washing Areas BMP Fact Sheet* at www.epa.gov/npdes/stormwater/menuofbmps/construction/vehicile_maintain

BMP Description: Spill Kits

<i>Installation Schedule:</i>	Have them available if a spill should occur
<i>Maintenance and Inspection:</i>	Weekly
<i>Responsible Staff:</i>	Dig-It, INC

BMP Description: Fuel and maintain in areas away from inlets

<i>Installation Schedule:</i>	Beginning of project
<i>Maintenance and Inspection:</i>	Daily
<i>Responsible Staff:</i>	Dig-It, INC

Repeat as needed

3.5 Control Equipment/Vehicle Washing

BMP Description: NO Washing of construction Vehicles allowed.

<i>Installation Schedule:</i>	
<i>Maintenance and Inspection:</i>	
<i>Responsible Staff:</i>	

3.6 Spill Prevention and Control Plan

Instructions:

- Describe the spill prevention and control plan to include ways to reduce the chance of spills, stop the source of spills, contain and clean up spills, dispose of materials contaminated by spills, and train personnel responsible for spill prevention and control. (For more information, see *SWPPP Guide*, Chapter 5, P2 Principle 6.)
- Also, see EPA's *Spill Prevention and Control Plan BMP Fact sheet* at www.epa.gov/npdes/stormwater/menuofbmps/construction/spill_control

INSERT TEXT HERE or REFERENCE ATTACHMENT

3.8 Allowable Non-Stormwater Discharge Management

Instructions:

- Identify all allowable sources of non-stormwater discharges that are not identified. The allowable non-stormwater discharges identified might include the following (see your permit for an exact list):
 - ✓ Waters used to wash vehicles where detergents are not used
 - ✓ Water used to control dust
 - ✓ Potable water including uncontaminated water line flushings
 - ✓ Routine external building wash down that does not use detergents
 - ✓ Pavement wash waters where spills or leaks of toxic or hazardous materials have not occurred (unless all spilled material has been removed) and where detergents are not used
 - ✓ Uncontaminated air conditioning or compressor condensate
 - ✓ Uncontaminated ground water or spring water
 - ✓ Foundation or footing drains where flows are not contaminated with process materials such as solvents
 - ✓ Uncontaminated excavation dewatering
 - ✓ Landscape irrigation
- Identify measures used to eliminate or reduce these discharges and the BMPs used to prevent them from becoming contaminated.
- For more information, see *SWPPP Guide*, Chapter 3.A.

List allowable non-stormwater discharges and the measures used to eliminate or reduce them and to prevent them from becoming contaminated:

BMP Description: Dust Control

<i>Installation Schedule:</i>	
<i>Maintenance and Inspection:</i>	
<i>Responsible Staff:</i>	

BMP Description: Line Flushing Water

<i>Installation Schedule:</i>	
<i>Maintenance and Inspection:</i>	
<i>Responsible Staff:</i>	

Repeat as needed

SECTION 4: SELECTING POST-CONSTRUCTION BMPs

Instructions:

- Describe all post-construction stormwater management measures that will be installed during the construction process to control pollutants in stormwater discharges after construction operations have been completed. Examples of post-construction BMPs include the following:
 - ✓ Biofilters
 - ✓ Detention/retention devices
 - ✓ Earth dikes, drainage swales, and lined ditches
 - ✓ Infiltration basins
 - ✓ Porous pavement
 - ✓ Other proprietary permanent structural BMPs
 - ✓ Outlet protection/velocity dissipation devices
 - ✓ Slope protection
 - ✓ Vegetated strips and/or swales
- Identify any applicable federal, state, local, or tribal requirements for design or installation.
- Describe how low-impact designs or smart growth considerations have been incorporated into the design.
- For any structural BMPs, you should have design specifications and details and refer to them. Attach them as appendices to the SWPPP or within the text of the SWPPP.
- For more information on this topic, see your state’s stormwater manual.
- You might also want to consult one of the references listed in Appendix D of the *SWPPP Guide*.
- Visit the post-construction section of EPA’s Menu of BMPs at: www.epa.gov/npes/menuofbmps

BMP Description:

<i>Installation Schedule:</i>	
<i>Maintenance and Inspection:</i>	
<i>Responsible Staff:</i>	

BMP Description:

<i>Installation Schedule:</i>	
<i>Maintenance and Inspection:</i>	
<i>Responsible Staff:</i>	

Repeat as needed

SECTION 5: INSPECTIONS

5.1 Inspections

Instructions:

- Identify the individual(s) responsible for conducting inspections and describe their qualifications. Reference or attach the inspection form that will be used.
- Describe the frequency that inspections will occur at your site including any correlations to storm frequency and intensity.
- Note that inspection details for particular BMPs should be included in Sections 2 and 3.
- You should also document the repairs and maintenance that you undertake as a result of your inspections. These actions can be documented in the corrective action log described in Part 5.3 below.
- For more on this topic, see *SWPPP Guide*, Chapters 6 and 8.
- Also, see suggested inspection form in Appendix B of the *SWPPP Guide*.

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

2. Inspection Schedule and Procedures:

Describe the inspection schedules and procedures you have developed for your site (include frequency of inspections for each BMP or group of BMPs, indicate when you will inspect, e.g., before/during/and after rain events, spot inspections):

Describe the general procedures for correcting problems when they are identified. Include responsible staff and time frames for making corrections:

Attach a copy of the inspection report you will use for your site.

[REFERENCE ATTACHMENT](#)

5.2 Delegation of Authority

Instructions:

- Identify the individual(s) or specifically describe the position where the construction site operator has delegated authority for the purposes of signing inspection reports, certifications, or other information.
- Attach the delegation of authority form that will be used.
- For more on this topic, see *SWPPP Guide*, Chapter 7.

Duly Authorized Representative(s) or Position(s):

Insert Company or Organization Name: Dig-It, INC

Insert Name: Pat Brennen

Insert Position: Owner

Insert Address: 4829 East Patio Springs Cir

Insert City, State, Zip Code: Eden, UT 84310

Insert Telephone Number: (801) 430-7217

Insert Fax/Email: dig-it@ovally.net

Attach a copy of the signed delegation of authority form in Appendix K.

5.3 Corrective Action Log

Instructions:

- Create here, or as an attachment, a corrective action log. This log should describe repair, replacement, and maintenance of BMPs undertaken as a result of the inspections and maintenance procedures described above. Actions related to the findings of inspections should reference the specific inspection report.
- This log should describe actions taken, date completed, and note the person that completed the work.

Corrective Action Log:

[REFERENCE ATTACHMENT](#)

SECTION 6: RECORDKEEPING AND TRAINING

6.1 Recordkeeping

Instructions:

- The following is a list of records you should keep at your project site available for inspectors to review:
- Dates of grading, construction activity, and stabilization (which is covered in Sections 2 and 3)
- A copy of the construction general permit (attach)
- The signed and certified NOI form or permit application form (attach)
- A copy of the letter from EPA or/the state notifying you of their receipt of your complete NOI/application (attach)
- Inspection reports (attach)
- Records relating to endangered species and historic preservation (attach)
- Check your permit for additional details
- For more on this subject, see *SWPPP Guide*, Chapter 6.C.

Records will be retained for a minimum period of at least 3 years after the permit is terminated.

Date(s) when major grading activities occur:

[INSERT LOG HERE](#) or [REFERENCE ATTACHMENT](#)

Date(s) when construction activities temporarily or permanently cease on a portion of the site:

[INSERT LOG HERE](#) or [REFERENCE ATTACHMENT](#)

Date(s) when an area is either temporarily or permanently stabilized:

[INSERT LOG HERE](#) or [REFERENCE ATTACHMENT](#)

6.2 Log of Changes to the SWPPP

Instructions:

- Create a log here, or as an attachment, of changes and updates to the SWPPP. You should include additions of new BMPs, replacement of failed BMPs, significant changes in the activities or their timing on the project, changes in personnel, changes in inspection and maintenance procedures, updates to site maps, and so on.

Log of changes and updates to the SWPPP

[INSERT LOG HERE](#) or [REFERENCE ATTACHMENT](#)

6.3 Training

Instructions:

- Training your staff and subcontractors is an effective BMP. As with the other steps you take to prevent stormwater problems at your site, you should document the training that you conduct for your staff, for those with specific stormwater responsibilities (e.g. installing, inspecting, and maintaining BMPs), and for subcontractors.
- Include dates, number of attendees, subjects covered, and length of training.
- For more on this subject, see *SWPPP Guide*, Chapter 8.

Individual(s) Responsible for Training:

INSERT TEXT or TABLE HERE

Describe Training Conducted:

- General stormwater and BMP awareness training for staff and subcontractors:
- Detailed training for staff and subcontractors with specific stormwater responsibilities:

SECTION 7: FINAL STABILIZATION

Instructions:

- Describe procedures for final stabilization. If you complete major construction activities on part of your site, you can document your final stabilization efforts for that portion of the site. Many permits will allow you to then discontinue inspection activities in these areas (be sure to check your permit for exact requirements). You can amend or add to this section as areas of your project are finally stabilized.
- Update your site plans to indicate areas that have achieved final stabilization.
- Note that dates for areas that have achieved final stabilization should be included in Section 6, Part 6.1 of this SWPPP.
- For more on this topic, see *SWPPP Guide*, Chapter 9.

BMP Description:

<i>Installation Schedule:</i>	
<i>Maintenance and Inspection:</i>	
<i>Responsible Staff:</i>	

BMP Description:

<i>Installation Schedule:</i>	
<i>Maintenance and Inspection:</i>	
<i>Responsible Staff:</i>	

[Repeat as needed](#)

SECTION 8: CERTIFICATION AND NOTIFICATION

Instructions:

- The SWPPP should be signed and certified by the construction operator(s). Attach a copy of the NOI and a copy of the General Storm Water Permit for Construction Activity. You can get a copy of the General Storm Water Permit for Construction Activity on the same web page that this template was obtained (www.waterquality.utah.gov/UPDES/stormwatercon.htm)

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: _____

SWPPP APPENDICES

Attach the following documentation to the SWPPP:

Appendix A – General Location Map

Appendix B – Site Maps

Appendix C – Construction General Permit

***Appendix D – NOI and Acknowledgement Letter from
EPA/State/MS4***

Appendix E – Inspection Reports

Appendix F – Corrective Action Log (or in Part 5.3)

Appendix G – SWPPP Amendment Log (or in Part 6.2)

Appendix H – Subcontractor Certifications/Agreements

***Appendix I – Grading and Stabilization Activities Log (or in Part
6.1)***

Appendix J – Training Log

Appendix K – Delegation of Authority

***Appendix L – Additional Information (i.e., Endangered Species
and Historic Preservation Documentation; other permits such as
dewatering, stream alteration, wetland; and out of date swppp
documents)***

Appendix M – BMP Specifications

Appendix H – 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 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

Project Name:
SWPPP Contact:

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: _____ Date: _____

Course Length (hours): _____

Stormwater Training Topic: *(check as appropriate)*

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

Specific Training Objective: _____

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, _____ (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 _____ (Reference State Permit), and that the designee above meets the definition of a “duly authorized representative” as set forth in _____ (Reference State Permit).

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: _____