Construction Stormwater Pollution Prevention Plan Template

To be covered under the construction section (Section II.B.4) of Joint Base Lewis McChord’s (JBLM’s) Municipal Separate Storm Sewer System (MS4), all construction operators are required to develop a “Stormwater Pollution Prevention Plan” (SWPPP). JBLM has modified EPA’s SWPPP Template to help you develop a SWPPP that is compliant with the minimum requirements of MS4 permit WAS-026638.

A JBLM SWPPP must be developed for construction activities which meet either of the following two conditions:

* A construction project which will disturb more than 5,000 square feet but less than one acre of land surface.
* A construction project which disturbs more than 1 acre of land surface but does not discharge to waters of the United States\*

JBLM does not issue individual permits for construction. However, completed SWPPPs must be submitted to the Directorate of Public Works, Environmental Division Stormwater Program for review and approval a minimum of 14 days prior to construction activities. POC for the program is Ms. Rebecca Kowalski (253-967-2837). SWPPPs may be submitted to the contractor’s government contract manager or to the stormwater program directly ([usarmy.jblm.imcom.list.dpw-stormwater@mail.mil](mailto:usarmy.jblm.imcom.list.dpw-stormwater@mail.mil)).

**Instructions for Using the SWPPP Template**

Each section of the SWPPP Template includes instructions and space for your project and site information. Read the instructions for each section before you complete that section. Specific instructions on what information to include is indicated in each text field in blue text. Click on the blue text and the instructions will disappear once you start typing. The SWPPP Template is an editable document file so that you can easily add tables and additional text, and delete unneeded or non-applicable fields. Note that some sections may require only a brief description while others may require several pages of explanation.

\*Construction Projects that disturb more than 1 acre and potentially discharge to waters of the United States must prepare a SWPPP and submit a Notice of Intent to EPA Region 10 for coverage under EPA’s Construction General Permit (CGP).

**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 Operator 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:

Insert Date

**Estimated Project Dates:**

**Project Start Date:** Insert Date

**Project Completion Date:** Insert Date

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# SECTION 1: CONTACT INFORMATION/RESPONSIBLE PARTIES

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

* Identify the operator(s) who will be engaged in construction activities at the site. Indicate respective responsibilities, where appropriate. Also include the 24-hour emergency contact.
* List subcontractors expected to work on-site. Notify subcontractors of stormwater requirements applicable to their work.
* Consider using Subcontractor Agreements such as the type included as a sample in Appendix E of the Template.

|  |
| --- |
| **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 individuals (by name or position) that are part of the project’s stormwater team, their individual responsibilities, and which members are responsible for inspections. At a minimum the stormwater 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 permit requirements (i.e., installing and maintaining stormwater controls, conducting site inspections, and taking corrective actions where required).
* Each member of the stormwater team must have ready access to either an electronic or paper copy of the SWPPP.

|  |  |  |
| --- | --- | --- |
| **Stormwater Team** | | |
| Name and/or position, and contact | Responsibilities | I Have Read the CGP and Understand the Applicable Requirements |
| Insert name of responsible person  Insert Position  Insert Telephone Number  Insert Email | Insert Responsibility | Yes  Date: Click here to enter a date. |
| Insert name of responsible person  Insert Position  Insert Telephone Number  Insert Email | Insert Responsibility | Yes  Date: Click here to enter a date. |
| Insert name of responsible person  Insert Position  Insert Telephone Number  Insert Email | Insert Responsibility | Yes  Date: Click here to enter a date. |

*[Insert or delete rows as necessary.]*

# SECTION 2: SITE EVALUATION, ASSESSMENT, AND PLANNING

## 2.1 Project/Site Information

* In this section, you are asked to compile basic 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 | | | |
| Business days and hours for the project: Insert Text Here | | | |
| **Project Latitude/Longitude** | | | |
| Latitude: \_\_ \_\_. \_\_ \_\_ \_\_ \_\_º N  (decimal degrees) | | | Longitude: - \_\_ \_\_. \_\_ \_\_ \_\_ \_\_ º W  (decimal degrees) |
| Latitude/longitude data source: | | | |
| Map | GPS | Other (please specify): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |
| Horizontal Reference Datum:  NAD 27  NAD 83  WGS 84 | | | |

## 2.2 Discharge Information

* List all of the stormwater points of discharge from your site. Identify each point of discharge with a unique identifier (e.g.,001, 002).
* For each unique point of discharge you list, specify the name of the first water of the U.S. that receives stormwater directly from the point of discharge and/or from the MS4 that the point of discharge discharges to. You may have multiple points of discharge that discharge to the same receiving water.
* Next, specify whether any waters of the U.S. that you discharge to are listed as “impaired”. Impaired waters at JBLM include American Lake for phosphorus and Clover Creek for fecal coliform, temperature, and dissolved oxygen.

|  |  |
| --- | --- |
| Does your project/site discharge stormwater into a Municipal Separate Storm Sewer System (MS4)? | Yes  No |
| Are there any waters of the U.S. within 50 feet of your project’s earth disturbances? | Yes  No |

If yes, contact the JBLM Public Works Environmental Division Stormwater Program for guidance on appropriate stormwater controls.

|  |  |  |  |
| --- | --- | --- | --- |
| **For each point of discharge, provide a point of discharge identifier, e.g., 001, 002, and the name of the first water of the U.S. that receives stormwater directly from the point of discharge and/or from the MS4 that the point of discharge discharges to:** | | | |
| Point of Discharge ID | Name of receiving water: | Is the receiving water impaired (on the CWA 303(d) list)? | If yes, list the pollutants that are causing the impairment: |
| [001] |  | Yes  No |  |
| [002] |  | Yes  No |  |
| [003] |  | Yes  No |  |
| [004] |  | Yes  No |  |
| [005] |  | Yes  No |  |
| [006] |  | Yes  No |  |

*[Include additional rows or delete as necessary.]*

## 2.3 Nature of the Construction Activities

* Provide a general description of the nature of the construction activities at your site.
* Describe the size of the property (in acres or in miles if a linear construction site), the total area expected to be disturbed by the construction activities (to the nearest quarter acre or quarter mile if a linear construction site), and the maximum area expected to be disturbed at any one time.
* Indicate the type of construction site, whether there will be certain demolition activities, and whether the predevelopment land use was for agriculture.
* Provide a list and description of all pollutant-generating activities (e.g., paving operations; concrete, paint, and stucco washout and waste disposal; solid waste storage and disposal; and dewatering operations) and indicate for each activity the type of pollutant that will be generated (e.g., sediment, fertilizers, pesticides, paints, caulks, sealants, fluorescent light ballasts, contaminated substrates, solvents, fuels) and could be discharged in stormwater from your site.
* Describe the construction support activities used for this project.

|  |
| --- |
| **General Description of Project**  Provide a general description of the nature of your construction activities, including the age dates of past renovations for structures that are undergoing demolition: |
| INSERT TEXT HERE |
| **Size of Construction Site**   |  |  | | --- | --- | | Size of Property | INSERT SIZE OF PROPERTY (in acres or in miles if a linear construction site) | | Total Area Expected to be Disturbed by Construction Activities | INSERT TOTAL AREA OF CONSTRUCTION DISTURBANCES (to the nearest quarter acre or quarter mile if a linear construction site) | | Maximum Area Expected to be Disturbed at Any One Time | INSERT MAXIMUM AREA TO BE DISTURBED AT ANY ONE TIME (in acres) | |
| *[Repeat as necessary for individual project phases.]* |
| **Type of Construction Site** *(check all that apply):*  Multi-Family Residential   Commercial   Industrial  Institutional  Highway or Road   Utility   Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| |  |  | | --- | --- | |  |  | |
| **Pollutant-Generating Activities**   * List and describe all pollutant-generating activities and indicate for each activity the type of pollutant that will be generated. Take into account where potential spills and leaks could occur that contribute pollutants to stormwater discharges, and any known hazardous or toxic substances, such as PCBs and asbestos that will be disturbed during construction.  |  |  | | --- | --- | | **Pollutant-Generating Activity**  (e.g., paving operations; concrete, paint, and stucco washout and waste disposal; solid waste storage and disposal; and dewatering operations) | **Pollutants or Pollutant Constituents**  (e.g., sediment, fertilizers, pesticides, paints, caulks, sealants, fluorescent light ballasts, contaminated substrates, solvents, fuels) | | INSERT POLLUTANT-GENERATING ACTIVITY | INSERT POLLUTANT(S) | | INSERT POLLUTANT-GENERATING ACTIVITY | INSERT POLLUTANT(S) | | INSERT POLLUTANT-GENERATING ACTIVITY | INSERT POLLUTANT(S) |   *[Include additional rows or delete as necessary.]*  **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 ACTIVITY | | Contact information for construction support activity:  INSERT NAME  INSERT TELEPHONE NO.  INSERT EMAIL  INSERT ADDRESS AND/OR LATITUDE/LONGITUDE |   *[Repeat as necessary.]* |

## 2.4 Sequence and Estimated Dates of Construction Activities

* Describe the intended construction sequence and duration of major activities.
* For each portion or phase of the construction site, include the following:
  + Commencement and duration of construction activities, including clearing and grubbing, mass grading, demolition activities, site preparation (i.e., excavating, cutting and filling), final grading, and creation of soil and vegetation stockpiles requiring stabilization;
  + Temporary or permanent cessation of construction activities;
  + Temporary or final stabilization of areas of exposed soil. The dates for stabilization must reflect the applicable deadlines listed in Section 4.15; and
  + Removal of temporary stormwater controls and construction equipment or vehicles, and cessation of any pollutant-generating activities.
* The construction sequence must reflect the following requirements:
  + Installation of stormwater controls; and
  + Stabilization deadlines.

**Phase I**

|  |  |
| --- | --- |
| INSERT GENERAL DESCRIPTION OF PHASE | |
| Estimated Start Date of Construction Activities for this Phase | INSERT ESTIMATED DATE |
| Estimated End Date of Construction Activities for this Phase | INSERT ESTIMATED DATE |
| Estimated Date(s) of Application of Stabilization Measures for Areas of the Site Required to be Stabilized | INSERT ESTIMATED DATE  *[Add additional dates as necessary]* |
| Estimated Date(s) when Stormwater Controls will be Removed | INSERT ESTIMATED DATE  *[Add additional dates as necessary]* |

**Phase II**

|  |  |
| --- | --- |
| INSERT GENERAL DESCRIPTION OF PHASE | |
| Estimated Start Date of Construction Activities for this Phase | INSERT ESTIMATED DATE |
| Estimated End Date of Construction Activities for this Phase | INSERT ESTIMATED DATE |
| Estimated Date(s) of Application of Stabilization Measures for Areas of the Site Required to be Stabilized | INSERT ESTIMATED DATE  *[Add additional dates as necessary]* |
| Estimated Date(s) when Stormwater Controls will be Removed | INSERT ESTIMATED DATE  *[Add additional dates as necessary]* |

## 2.5 Authorized Non-Stormwater Discharges

* Identify all authorized sources of non-stormwater discharges. The authorized non-stormwater discharges identified in Section I.C.1 of JBLM’s MS4 Permit include:
* Discharges from emergency fire-fighting activities;
* Discharges from a spill and are the result of an unusual and severe weather event where reasonable and prudent measures have been taken to minimize the impact of such discharge;
* Discharges from a spill and consist of emergency discharges required to prevent imminent threat to human health or severe property damage, provided that reasonable and prudent measures have been taken to minimize the impact of such discharges;
* potable water sources, including but not limited to, water line flushing, hyperchlorinated water line flushing, fire hydrant flushing, and pipeline hydrostatic test water, provided water is dechlorinated to 0.1 parts per million, pH adjusted, and controlled to prevent resuspension of sediments.
* Landscape watering and other irrigation runoff
* Dechlorinated swimming pool, spa, and hot tub discharges
* Street and sidewalk wash water, water used to control dust, and routine external building wash down that does not use detergents
* Waters used to wash vehicles and equipment, provided that there is no discharge of soaps, solvents, or detergents used for such purposes;
* Diverted stream flows
* Rising ground waters
* Uncontaminated ground water infiltration
* Uncontaminated pumped ground water
* Foundation drains
* Uncontaminated air conditioning or compressor condensate;
* Uncontaminated, non-turbid discharges of ground water or spring water;
* Foundation or footing drains where flows are not contaminated with process materials such as solvents or contaminated ground water; and
* Irrigation water from agricultural sources that is commingled with urban stormwater
* Flows from riparian habitats and wetlands
* Construction dewatering water

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

|  |  |
| --- | --- |
| **Type of Authorized Non-Stormwater Discharge** | **Likely to be Present at Your Site?** |
| Flows from riparian habitats and wetlands | Yes  No |
| Fire hydrant or waterline flushing or potable water | Yes  No |
| Landscape irrigation | Yes  No |
| Street and sidewalk wash water | Yes  No |
| Waters used to wash vehicles and equipment | Yes  No |
| Diverted stream flows | Yes  No |
| Groundwater or spring water | Yes  No |
| Foundation or footing drains | Yes  No |
| Water used to control dust | Yes  No |
| Uncontaminated air conditioning or compressor condensate | Yes  No |
| External building washdown (soaps/solvents are not used and external surfaces do not contain hazardous substances) | Yes  No |
| Uncontaminated air conditioning or compressor condensate | Yes  No |
| Construction dewatering water | Yes  No |

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

2.6 Site Maps

* 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 and any demolition activities;
  + Approximate slopes before and after major grading activities. Note areas of steep slopes,
  + Locations where sediment, soil, or other construction materials will be stockpiled;
  + Locations of any crossings of waters of the U.S.;
  + Designated points where vehicles will exit onto paved roads;
  + Locations of structures and other impervious surfaces upon completion of construction; and
  + Locations of on-site and off-site construction support activity areas.
* Locations of all waters of the U.S., including wetlands, on your site. Indicate which waterbodies are listed as impaired,
* Areas of federally-listed critical habitat for endangered or threatened species within the site and/or at discharge locations.
* Type and extent of pre-construction cover on the site (e.g., vegetative cover, forest, pasture, pavement, structures)
* Drainage pattern(s) of stormwater and authorized non-stormwater before and after major grading activities.
* Stormwater and authorized non-stormwater discharge locations, including:
  + Locations where stormwater and/or authorized non-stormwater will be discharged to storm drain inlets; and
  + Locations where stormwater or allowable non-stormwater will be discharged to waters of the U.S. (including wetlands).
* Locations of all potential pollutant-generating activities.
* Locations of stormwater controls, including natural buffer areas and any shared controls utilized to comply with the permit.
* 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**  Based on consultation with JBLM Environmental Division, which of the criterion below apply to your project? |
| **Criterion A**: No ESA-listed species and/or designated critical habitat present in action area. |
| **Criterion B:** Eligibility requirements met by another operator. |
| **Criterion C:** Discharges not likely to adversely affect ESA-listed species and/or designated critical habitat   |  | | --- | | **Criterion D**: Coordination with USFWS and/or NMFS has successfully concluded. | | **Criterion E:** ESA Section 7 consultation has successfully concluded.. | |

## 3.2 Historic Preservation

Based on consultation with JBLM Environmental Division, will your installation of subsurface earth-disturbing stormwater controls will have an effect on historic properties.  Yes  No

If yes, coordinate with Department of Public Works, Environmental Division – Cultural Resources to determine required mitigation measures

## 3.3 Underground Injection Control (UIC) Requirements

* If you will use any of the identified controls in this section, include documentation of installation of these feature to the JBLM Environmental Division Stormwater Program.

|  |
| --- |
| Do you plan to install any of the following controls? Check all that apply below.  Infiltration trenches (if stormwater 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 stormwater flow  Drywells, seepage pits, or improved sinkholes (if stormwater 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 any of the above boxes are checked, complete Section B, Table 1, and as applicable, Tables 2 and 3 of the Washington Department of Ecology Underground Injection Control (UIC) Well Registration form for Industrial or Commercial Facilities in Appendix B. Submit completed form to the Stormwater Program. |

# SECTION 4: EROSION AND SEDIMENT CONTROLS

General Instructions:

* Describe the erosion and sediment controls that will be installed and maintained at your site.
* Describe any applicable stormwater control design specifications (including references to any manufacturer specifications and/or erosion and sediment control manuals/ordinances relied upon).
* Describe any routine stormwater control maintenance specifications.
* Describe the projected schedule for stormwater control installation/implementation.

## 4.1 Natural Buffers or Equivalent Sediment Controls

This section only applies to you if a water of the U.S. is located within 50 feet of your site’s earth disturbances. If this is the case, consult the DPW ED Stormwater Program on how to comply with the buffer requirements.

* Describe the compliance alternative that was chosen to meet the buffer requirements, and include any required documentation supporting the alternative selected. The compliance alternative selected must be maintained throughout the duration of permit coverage. However, if you select a different compliance alternative during your period of permit coverage, you must modify your SWPPP to reflect this change.

**Buffer Compliance Alternatives**

Are there any waters of the U.S. within 50 feet of your project’s earth disturbances?  YES  NO

(Note: If no, no further documentation is required for Part 4.1 in the SWPPP Template. Continue on to Part 4.2. If yes, consult with the Stormwater Program to determine appropriate buffer requirements and mitigation measures.)

## 4.2 Perimeter Controls

* Describe sediment controls that will be used (e.g., silt fences, filter berms, temporary diversion dikes, or fiber rolls) to meet the requirement to “install sediment controls along any perimeter areas of the site that will receive pollutant discharges.”
* For linear projects, where you have determined that the use of perimeter controls in portions of the site is infeasible, document other practices that you will implement.

**Specific Perimeter Controls**

|  |  |
| --- | --- |
| **INSERT NAME OF PERIMETER CONTROL TO BE INSTALLED** | |
| **Description:** INSERT DESCRIPTION OF PERIMETER CONTROL TO BE INSTALLED. INDICATE SPECIFIC CONTROLS THAT WILL BE INSTALLED AND MADE OPERATIONAL PRIOR TO EARTH DISTURBANCE | |
| **Installation** | INSERT APPROXIMATE DATE OF INSTALLATION |
| **Maintenance Requirements** | INSERT MAINTENANCE REQUIREMENTS FOR THE PERIMETER CONTROL. (Note: At a minimum, you must provide for maintenance that meets the following requirement in CGP 2.2.3.a:” Remove sediment before it has accumulated to one-half of the above-ground height of any perimeter control.") |
| **Design Specifications** | INCLUDE COPIES OF DESIGN SPECIFICATIONS HERE |

*[Repeat as needed for individual perimeter controls.]*

## 4.3 Sediment Track-Out

* Describe stormwater controls that will be used to minimize sediment track-out.
* Describe location(s) of vehicle 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 sediment. Also include the design, installation, and maintenance specifications for each control.

**Specific Track-Out Controls**

|  |  |
| --- | --- |
| **INSERT NAME OF TRACK-OUT CONTROL TO BE INSTALLED** | |
| **Description:** INSERT DESCRIPTION OF TRACK-OUT CONTROL TO BE INSTALLED | |
| **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 requirement: “Where sediment has been tracked-out from your site onto paved roads, sidewalks, or other paved areas outside of your site, remove the deposited sediment by the end of the same business day in which the track-out occurs or by the end of the next business day if track-out occurs on a non-business day. 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 stormwater conveyance, storm drain inlet, or water of the U.S.”) |
| **Design Specifications** | INCLUDE COPIES OF DESIGN SPECIFICATIONS HERE |

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

## 4.4 Stockpiled Sediment or Soil

* Describe stormwater controls and other measures you will take to minimize the discharge of sediment or soil particles from stockpiled sediment or soil. Include a description of structural practices (e.g., diversions, berms, ditches, storage basins), including design, installation, and maintenance specifications, used to divert flows from stockpiled sediment or soil, retain or detain flows, or otherwise limit exposure and the discharge of pollutants from stockpiled sediment or soil.
* For piles that will be unused for 14 or more days, describe what cover or other appropriate temporary stabilization will be used.
* Also, describe any controls or procedures used to minimize exposure resulting from adding to or removing materials from the pile.

**Specific Stockpile Controls**

|  |  |
| --- | --- |
| **INSERT NAME OF STOCKPILE CONTROL TO BE INSTALLED** | |
| **Description:** INSERT DESCRIPTION OF STOCKPILE CONTROL TO BE INSTALLED | |
| **Installation** | INSERT APPROXIMATE DATE OF INSTALLATION |
| **Maintenance Requirements** | INSERT MAINTENANCE REQUIREMENTS FOR THE STOCKPILE CONTROL (Note: At a minimum, you must comply with following requirement: “You are prohibited from hosing down or sweeping soil or sediment accumulated on pavement or other impervious surfaces into any stormwater conveyance, storm drain inlet, or water of the U.S.”) |
| **Design Specifications** | INCLUDE COPIES OF DESIGN SPECIFICATIONS HERE |

*[Repeat as needed for individual stockpile controls.]*

## 4.5 Minimize Dust

Describe controls and procedures you will use at your site to minimize the generation of dust.

**Specific Dust Controls**

|  |  |
| --- | --- |
| **INSERT NAME OF DUST CONTROL TO BE INSTALLED** | |
| **Description:** INSERT DESCRIPTION OF DUST CONTROL TO BE INSTALLED | |
| **Installation** | INSERT APPROXIMATE DATE OF INSTALLATION |
| **Maintenance Requirements** | INSERT MAINTENANCE REQUIREMENTS FOR THE DUST CONTROL |
| **Design Specifications** | INCLUDE COPIES OF DESIGN SPECIFICATIONS HERE |

*[Repeat as needed for individual dust controls.]*

## 4.6 Minimize Steep Slope Disturbances

* Describe how you will minimize the disturbance to steep slopes that are greater than 15%.
* Describe controls (e.g., erosion control blankets, tackifiers), including design, installation and maintenance specifications, that will be implemented to minimize sediment discharges from slope disturbances.

**Specific Steep Slope Controls**

|  |  |
| --- | --- |
| **INSERT NAME OF STEEP SLOPE CONTROL TO BE INSTALLED** | |
| **Description:** INSERT DESCRIPTION OF STEEP SLOPE CONTROL TO BE INSTALLED | |
| **Installation** | INSERT APPROXIMATE DATE OF INSTALLATION |
| **Maintenance Requirements** | INSERT MAINTENANCE REQUIREMENTS FOR THE STEEP SLOPE CONTROL |
| **Design Specifications** | INCLUDE COPIES OF DESIGN SPECIFICATIONS HERE |

*[Repeat as needed for individual steep slope controls.]*

## 4.7 Topsoil

* Describe how topsoil will be preserved and identify these areas and associated control measures on your site map(s).
* If it is infeasible for you to preserve topsoil on your site, provide an explanation for why this is the case.

**Specific Topsoil Controls**

|  |  |
| --- | --- |
| **INSERT NAME OF TOPSOIL CONTROL TO BE INSTALLED** | |
| **Description:** INSERT DESCRIPTION OF TOPSOIL CONTROL TO BE INSTALLED | |
| **Installation** | INSERT APPROXIMATE DATE OF INSTALLATION |
| **Maintenance Requirements** | INSERT MAINTENANCE REQUIREMENTS FOR THE TOPSOIL CONTROL |
| **Design Specifications** | INCLUDE COPIES OF DESIGN SPECIFICATIONS HERE |

*[Repeat as needed for individual topsoil controls.]*

## 4.8 Soil Compaction

* In areas where final vegetative stabilization will occur or where infiltration practices will be installed, describe the controls, including design, installation, and maintenance specifications that will be used to restrict vehicle or equipment access or condition the soil for seeding or planting.

**Specific Soil Compaction Controls**

|  |  |
| --- | --- |
| **INSERT NAME OF SOIL COMPACTION CONTROL TO BE INSTALLED** | |
| **Description:** INSERT DESCRIPTION OF SOIL COMPACTION CONTROL TO BE INSTALLED | |
| **Installation** | INSERT APPROXIMATE DATE OF INSTALLATION |
| **Maintenance Requirements** | INSERT MAINTENANCE REQUIREMENTS FOR THE SOIL COMPACTION CONTROL |
| **Design Specifications** | INCLUDE COPIES OF DESIGN SPECIFICATIONS HERE |

*[Repeat as needed for individual soil compaction controls.]*

## 4.9 Storm Drain Inlets

* Describe controls (e.g., inserts, rock-filled bags, or block and gravel) including design, installation, and maintenance specifications that will be implemented to protect all inlets that carry stormwater flow from your site to a water of the U.S., provided you have the authority to access the storm drain inlet.

**Specific Storm Drain Inlet Controls**

|  |  |
| --- | --- |
| **INSERT NAME OF STORM DRAIN INLET CONTROL TO BE INSTALLED** | |
| **Description:** INSERT DESCRIPTION OF STORM DRAIN INLET CONTROL TO BE INSTALLED | |
| **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, remove the deposited sediment by the end of the same business day in which it is found or by the end of the following business day if removal by the same business day is not feasible.”) |
| **Design Specifications** | INCLUDE COPIES OF DESIGN SPECIFICATIONS HERE |

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

## 4.10 Stormwater Conveyance Channels

If you will be installing a stormwater conveyance channel, describe control practices (e.g., velocity dissipation devices), including design specifications and details (volume, dimensions, outlet structure), that will be implemented at the construction site.

**Specific Conveyance Channel Controls**

|  |  |
| --- | --- |
| **INSERT NAME OF CONVEYANCE CHANNEL CONTROL TO BE INSTALLED** | |
| **Description:** INSERT DESCRIPTION OF CONVEYANCE CHANNEL CONTROL TO BE INSTALLED | |
| **Installation** | INSERT APPROXIMATE DATE OF INSTALLATION |
| **Maintenance Requirements** | INSERT MAINTENANCE REQUIREMENTS FOR THE CONVEYANCE CHANNEL CONTROL |
| **Design Specifications** | INCLUDE COPIES OF DESIGN SPECIFICATIONS HERE |

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

## 4.11 Sediment Basins

If you will install a sediment basin, include design specifications and other details (volume, dimensions, outlet structure) that will be implemented in conformance with CGP Part 2.2.12.

* Sediment basins must be situated outside waters of the U.S. and any natural buffers; and designed to avoid collecting water from wetlands.
* At a minimum, sediment basins provide storage for either (1) the calculated volume of runoff from the 2-year, 24-hour storm, or (2) 3,600 cubic feet per acre drained
* Sediment basins must also utilize outlet structures that withdraw water from the surface, unless infeasible
* INSERT GENERAL DESCRIPTION OF HOW YOU WILL INSTALL AND MAINTAIN SEDIMENT BASINS. If you have determined that it is infeasible for you to utilize an outlet structure that discharges from the surface, provide an explanation why this is the case.

**Specific Sediment Basin Controls**

|  |  |
| --- | --- |
| **INSERT NAME OF SEDIMENT BASIN CONTROL TO BE INSTALLED** | |
| **Description:** INSERT DESCRIPTION OF SEDIMENT BASIN CONTROL TO BE INSTALLED | |
| **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 in CGP Part 2.2.12.f: “Remove accumulated sediment to maintain at least one-half of the design capacity and conduct all other appropriate maintenance to ensure the basin or impoundment remains in effective operating condition.”) |
| **Design Specifications** | INCLUDE COPIES OF DESIGN SPECIFICATIONS HERE |

*[Repeat as needed for individual sediment basin controls.]*

## 4.12 Chemical Treatment

If you are using treatment chemicals at your site, provide details for each of the items below.

**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 in areas of the project that will drain to chemical treatment systems:

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 Safety Data Sheets (SDS): 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 JBLM authorized you to use cationic treatment chemicals, include the official authorization letter or other communication, and identify the specific controls and implementation procedures designed to ensure that your use of cationic treatment chemicals will not lead to an exceedance of water quality standards: INSERT (1) ANY LETTERS OR OTHER DOCUMENTS SENT FROM JBLM CONCERNING YOUR USE OF CATIONIC TREATMENT CHEMICALS, AND (2) DESCRIPTION OF ANY SPECIFIC CONTROLS YOU ARE REQUIRED TO IMPLEMENT

**Schematic Drawings of Stormwater Controls/Chemical Treatment Systems**

Provide schematic drawings of any chemically-enhanced stormwater controls or chemical treatment systems to be used for application of treatment chemicals: INSERT DRAWINGS 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

If you will be discharging ground water or accumulated stormwater that is removed from excavations, trenches, foundations, vaults, or other similar points of accumulation, include design specifications and details of all dewatering practices that are installed and maintained.

**Specific Dewatering Practices**

|  |  |
| --- | --- |
| **INSERT NAME OF DEWATERING PRACTICE TO BE INSTALLED** | |
| **Description:** INSERT DESCRIPTION OF DEWATERING PRACTICE TO BE INSTALLED | |
| **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 in CGP Part 2.4: “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.”) |
| **Design Specifications** | INCLUDE COPIES OF DESIGN SPECIFICATIONS HERE |

*[Repeat as needed for individual dewatering practices.]*

## 4.14 Other Stormwater Controls

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

**Specific Stormwater Control Practices**

|  |  |
| --- | --- |
| **INSERT NAME OF OTHER STORMWATER CONTROLE TO BE INSTALLED** | |
| **Description:** INSERT DESCRIPTION OF STORMWATER CONTROL TO BE INSTALLED | |
| **Installation** | INSERT APPROXIMATE DATE OF INSTALLATION |
| **Maintenance Requirements** | INSERT MAINTENANCE REQUIREMENTS FOR THE STORMWATER CONTROL |
| **Design Specifications** | IF APPLICABLE, INCLUDE COPIES OF DESIGN SPECIFICATIONS HERE |

*[Repeat as needed.]*

## 4.15 Site Stabilization

JBLM requires you to immediately initiate stabilization when work in an area of your site has permanently or temporarily stopped, and to complete certain stabilization activities within 14 days. 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.
* The stabilization deadline(s) that will be met i.e. within 14 days.
* Once you begin construction, consider using the Grading/Stabilization Activities log in Appendix G of the Template to document your compliance with the stabilization requirements.

|  |  |
| --- | --- |
| **INSERT NAME OF SITE STABILIZATION PRACTICE** | |
| *Vegetative*  *Non-Vegetative*  *Temporary*   *Permanent* | |
| **Description:**   * INSERT DESCRIPTION OF STABILIZATION PRACTICE TO BE INSTALLED * NOTE HOW DESIGN WILL ESTABLISH UNIFORM PERENIAL VEGETATION OR PERMANENT NON-VEGETATION MEASURES. | |
| **Installation** | INSERT APPROXIMATE DATE OF INSTALLATION |
| **Completion** | INSERT APPROXIMATE COMPLETION DATE |
| **Maintenance Requirements** | INSERT MAINTENANCE REQUIREMENTS FOR THE STABILIZATION PRACTICE |
| **Design Specifications** | INCLUDE COPIES OF DESIGN SPECIFICATIONS HERE |

*[Repeat as needed for additional stabilization practices.]*

***Use this template box if unforeseen circumstances have delayed the initiation and/or completion of vegetative stabilization.*** Note: You will not be able to include this information in your initial SWPPP. If you are affected by unforeseen circumstances you will need to modify your SWPPP to include this information.

|  |  |
| --- | --- |
| **INSERT NAME OF SITE STABILIZATION PRACTICE** | |
| *Vegetative*  *Temporary*   *Permanent* | |
| **Description:**   * INSERT DESCRIPTION OF STABILIZATION PRACTICE TO BE INSTALLED * NOTE HOW DESIGN WILL ESTABLISH UNIFORM PERENIAL VEGETATION OR PERMANENT NON-VEGETATION MEASURES. | |
| **Justification** | INSERT DESCRIPTION OF CIRCUMSTANCES THAT PREVENT YOU FROM COMPLETING STABILIZATION WITHIN 14 DAYS. |
| **Installation and completion schedule** | **Vegetative Measures:**  DESCRIBE THE SCHEDULE YOU WILL FOLLOW FOR INITIATING AND COMPLETING VEGETATIVE STABILIZATION   * Approximate installation date: INSERT APPROXIMATE DATE * Approximate completion date: INSERT APPROXIMATE DATE |
| **Non-Vegetative Measures:**  *(must be completed within 14 days of the cessation of construction)*   * Approximate installation date: INSERT APPROXIMATE DATE * Approximate completion date: INSERT APPROXIMATE DATE |
| **Maintenance Requirements** | INSERT MAINTENANCE REQUIREMENTS FOR THE STABILIZATION PRACTICE |
| **Design Specifications** | INCLUDE COPIES OF DESIGN SPECIFICATIONS HERE |

[Repeat as needed for additional stabilization practices.]

# SECTION 5: POLLUTION PREVENTION STANDARDS

## 5.1 Potential Sources of Pollution

* 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 stormwater discharges, and any known hazardous or toxic substances, such as PCBs and asbestos, that will be disturbed or removed during construction.

|  |
| --- |
| **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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|  |  |  |
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|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

*[Include additional rows as necessary.]*

## 

## 5.2 Spill Prevention and Response

* 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 2.3.6 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 TEXT HERE |

## 5.3 Fueling and Maintenance of Equipment or Vehicles

* 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.)

**Specific Pollution Prevention Practices**

|  |  |
| --- | --- |
| **INSERT NAME OF POLLUTION PREVENTION PRACTICE** | |
| **Description:** INSERT DESCRIPTION OF PRACTICE TO BE INSTALLED | |
| **Installation** | INSERT APPROXIMATE DATE OF INSTALLATION |
| **Maintenance Requirements** | INSERT MAINTENANCE REQUIREMENTS FOR THE POLLUTION PREVENTION PRACTICE |
| **Design Specifications** | IF APPLICABLE INCLUDE COPIES OF DESIGN SPECIFICATIONS HERE |

*[Repeat as needed.]*

## 5.4 Washing of Equipment and Vehicles

* 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 wash waters (e.g., locating activities away from waters of the U.S. and stormwater 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.

**Specific Pollution Prevention Practices**

|  |  |
| --- | --- |
| **INSERT NAME OF POLLUTION PREVENTION PRACTICE** | |
| **Description:** INSERT DESCRIPTION OF PRACTICE TO BE INSTALLED | |
| **Installation** | INSERT APPROXIMATE DATE OF INSTALLATION |
| **Maintenance Requirements** | INSERT MAINTENANCE REQUIREMENTS FOR THE POLLUTION PREVENTION PRACTICE |
| **Design Specifications** | IF APPLICABLE INCLUDE COPIES OF DESIGN SPECIFICATIONS HERE |

*[Repeat as needed.]*

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

* For any of the types of building products, materials, and wastes below in Sections 5.5.1-5.5.6 below that you expect to use or store at your site, provide the information on how you will store, handle, and dispose of building materials and wastes.

***5.5.1 Building Products***

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

**Specific Pollution Prevention Practices**

|  |  |
| --- | --- |
| **INSERT NAME OF POLLUTION PREVENTION PRACTICE** | |
| **Description:** INSERT DESCRIPTION OF PRACTICE TO BE INSTALLED | |
| **Installation** | INSERT APPROXIMATE DATE OF INSTALLATION |
| **Maintenance Requirements** | INSERT MAINTENANCE REQUIREMENTS FOR THE POLLUTION PREVENTION PRACTICE |
| **Design Specifications** | IF APPLICABLE INCLUDE COPIES OF DESIGN SPECIFICATIONS HERE |

*[Repeat as needed.]*

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

**Specific Pollution Prevention Practices**

|  |  |
| --- | --- |
| **INSERT NAME OF POLLUTION PREVENTION PRACTICE** | |
| **Description:** INSERT DESCRIPTION OF PRACTICE TO BE INSTALLED | |
| **Installation** | INSERT APPROXIMATE DATE OF INSTALLATION |
| **Maintenance Requirements** | INSERT MAINTENANCE REQUIREMENTS FOR THE POLLUTION PREVENTION PRACTICE |
| **Design Specifications** | IF APPLICABLE INCLUDE COPIES OF DESIGN SPECIFICATIONS HERE |

*[Repeat as needed.]*

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

**Specific Pollution Prevention Practices**

|  |  |
| --- | --- |
| **INSERT NAME OF POLLUTION PREVENTION PRACTICE** | |
| **Description:** INSERT DESCRIPTION OF PRACTICE TO BE INSTALLED | |
| **Installation** | INSERT APPROXIMATE DATE OF INSTALLATION |
| **Maintenance Requirements** | INSERT MAINTENANCE REQUIREMENTS FOR THE POLLUTION PREVENTION PRACTICE |
| **Design Specifications** | IF APPLICABLE INCLUDE COPIES OF DESIGN SPECIFICATIONS HERE |

*[Repeat as needed.]*

***5.5.4 Hazardous or Toxic Waste***

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

**Specific Pollution Prevention Practices**

|  |  |
| --- | --- |
| **INSERT NAME OF POLLUTION PREVENTION PRACTICE** | |
| **Description:** INSERT DESCRIPTION OF PRACTICE TO BE INSTALLED | |
| **Installation** | INSERT APPROXIMATE DATE OF INSTALLATION |
| **Maintenance Requirements** | INSERT MAINTENANCE REQUIREMENTS FOR THE POLLUTION PREVENTION PRACTICE |
| **Design Specifications** | IF APPLICABLE INCLUDE COPIES OF DESIGN SPECIFICATIONS HERE |

*[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.)

**Specific Pollution Prevention Practices**

|  |  |
| --- | --- |
| **INSERT NAME OF POLLUTION PREVENTION PRACTICE** | |
| **Description:** INSERT DESCRIPTION OF PRACTICE TO BE INSTALLED | |
| **Installation** | INSERT APPROXIMATE DATE OF INSTALLATION |
| **Maintenance Requirements** | INSERT MAINTENANCE REQUIREMENTS FOR THE POLLUTION PREVENTION PRACTICE |
| **Design Specifications** | IF APPLICABLE INCLUDE COPIES OF DESIGN SPECIFICATIONS HERE |

*[Repeat as needed.]*

***5.5.6 Sanitary Waste***

**Specific Pollution Prevention Practices**

|  |  |
| --- | --- |
| **INSERT NAME OF POLLUTION PREVENTION PRACTICE** | |
| **Description:** INSERT DESCRIPTION OF PRACTICE TO BE INSTALLED | |
| **Installation** | INSERT APPROXIMATE DATE OF INSTALLATION |
| **Maintenance Requirements** | INSERT MAINTENANCE REQUIREMENTS FOR THE POLLUTION PREVENTION PRACTICE |
| **Design Specifications** | IF APPLICABLE INCLUDE COPIES OF DESIGN SPECIFICATIONS HERE |

*[Repeat as needed.]*

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

**Specific Pollution Prevention Practices**

|  |  |
| --- | --- |
| **INSERT NAME OF POLLUTION PREVENTION PRACTICE** | |
| **Description:** INSERT DESCRIPTION OF PRACTICE TO BE INSTALLED | |
| **Installation** | INSERT APPROXIMATE DATE OF INSTALLATION |
| **Maintenance Requirements** | INSERT MAINTENANCE REQUIREMENTS FOR THE POLLUTION PREVENTION PRACTICE |
| **Design Specifications** | IF APPLICABLE INCLUDE COPIES OF DESIGN SPECIFICATIONS HERE |

*[Repeat as needed.]*

## 5.7 Fertilizers

**Specific Pollution Prevention Practices**

|  |  |
| --- | --- |
| **INSERT NAME OF POLLUTION PREVENTION PRACTICE** | |
| **Description:** INSERT DESCRIPTION OF PRACTICE TO BE INSTALLED | |
| **Installation** | INSERT APPROXIMATE DATE OF INSTALLATION |
| **Maintenance Requirements** | INSERT MAINTENANCE REQUIREMENTS FOR THE POLLUTION PREVENTION PRACTICE |
| **Design Specifications** | IF APPLICABLE INCLUDE COPIES OF DESIGN SPECIFICATIONS HERE |

*[Repeat as needed for individual fertilizer practices.]*

## 5.8 Other Pollution Prevention Practices

**General**

* INSERT GENERAL DESCRIPTION OF ANY ADDITIONAL POLLUTION PREVENTION PRACTICES THAT DO NOT FIT INTO THE ABOVE CATAGORIES

**Specific Pollution Prevention Practices**

|  |  |
| --- | --- |
| **INSERT NAME OF POLLUTION PREVENTION PRACTICE** | |
| **Description:** INSERT DESCRIPTION OF PRACTICE TO BE INSTALLED | |
| **Installation** | INSERT APPROXIMATE DATE OF INSTALLATION |
| **Maintenance Requirements** | INSERT MAINTENANCE REQUIREMENTS FOR THE POLLUTION PREVENTION PRACTICE |
| **Design Specifications** | IF APPLICABLE INCLUDE COPIES OF DESIGN SPECIFICATIONS HERE |

*[Repeat as needed.]*

# SECTION 6: INSPECTION, MAINTENANCE, AND CORRECTIVE ACTION

## 6.1 Inspection Personnel and Procedures

|  |
| --- |
| Personnel Responsible for Inspections |
| 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 appropriate skills and training to assess conditions at the construction site that could impact stormwater quality, and the appropriate skills and training to assess the effectiveness of any stormwater controls selected and installed to meet the requirements of this permit. A qualified person should have Certified Erosion and Sediment Lead (CESL) or equivalent training. |
| * INSERT NAMES OF PERSONNEL OR TYPES OF PERSONNEL WHO WILL BE CONDUCTING SITE INSPECTIONS HERE   **Inspection Schedule**  Select the inspection frequency(ies) that applies. *(Note: you may be subject to different inspection frequencies in different areas of the site. Check all that apply)* |

|  |
| --- |
| **Standard Frequency:** |
| Every 7 days  Every 14 days and within 24 hours of a 0.25” rain or the occurrence of runoff from snowmelt sufficient to cause a discharge |
| **Increased Frequency (if applicable)**: |
| **For areas of sites discharging to sediment or nutrient-impaired waters or to waters designated as Tier 2, Tier 2.5, or Tier 3**  Every 7 days and within 24 hours of a 0.25” rain |
| **Reduced Frequency (if applicable)** |
| **For stabilized areas**  Twice during first month, no more than 14 calendar days apart; then once per month after first month;   * SPECIFY LOCATIONS WHERE STABILIZATION STEPS HAVE BEEN COMPLETED * INSERT DATE THAT THEY WERE COMPLETED   (Note: It is likely that you will not be able to include this in your initial SWPPP. If you qualify for this reduction, you will need to modify your SWPPP to include this information.) |
| **For stabilized areas on “linear construction sites”**  Twice during first month, no more than 14 calendar days apart; then once more within 24 hours of a 0.25” rain   * SPECIFY LOCATIONS WHERE STABILIZATION STEPS HAVE BEEN COMPLETED * INSERT DATE THAT THEY WERE COMPLETED   (Note: It is likely that you will not be able to include this in your initial SWPPP. If you qualify for this reduction, you will need to modify your SWPPP to include this information.) |

|  |
| --- |
| **Inspection Report Forms** |
| INSERT COPY OF ANY INSPECTION REPORT FORMS YOU WILL USE HERE OR IN APPENDIX C OF THIS SWPPP TEMPLATE  (Note: EPA has developed a sample inspection form that operators can use. The form is available at <https://www.epa.gov/npdes/stormwater-discharges-construction-activities#resources>) 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 OF THIS SWPPP TEMPLATE  (Note: EPA has developed a sample corrective action form that CGP operators can use. The form is available at <https://www.epa.gov/npdes/stormwater-discharges-construction-activities#resources>) | |

## 6.3 Delegation of Authority

* 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 |
|  |
| * Complete the table below to provide documentation that the personnel required to be trained completed the appropriate training * If personnel will be taking course training. Consider using Appendix H of this SWPPP template to track completion of this training * The following personnel, at a minimum, must receive Certified Erosion and Sediment Lead (CESL) training, and therefore should be listed out individually in the table below:   + Personnel who are responsible for the design, installation, maintenance, and/or repair of stormwater controls (including pollution prevention measures);   + Personnel responsible for the application and storage of treatment chemicals (if applicable);   + Personnel who are responsible for conducting inspections, and   + Personnel who are responsible for taking corrective actions. * JBLM requires that the required personnel must be trained to understand the following if related to the scope of their job duties:   + The permit deadlines associated with installation, maintenance, and removal of stormwater controls and with stabilization;   + The location of all stormwater controls on the site required by this permit, and how they are to be maintained;   + The proper procedures to follow with respect to the permit’s pollution prevention requirements; and   + When and how to conduct inspections, record applicable findings, and take corrective actions. |

|  |
| --- |
| **Table 7-1: Documentation for Completion of Training** |
| |  |  |  | | --- | --- | --- | | **Name** | **Describe Training** | **Date Training Completed** | | INSERT NAME OF PERSONNEL |  | INSERT COMPLETION DATE | | INSERT NAME OF PERSONNEL |  | INSERT COMPLETION DATE | | INSERT NAME OF PERSONNEL |  | INSERT COMPLETION DATE | | INSERT NAME OF PERSONNEL |  | INSERT COMPLETION DATE | | INSERT NAME OF PERSONNEL |  | INSERT COMPLETION DATE | | INSERT NAME OF PERSONNEL |  | INSERT COMPLETION DATE | | INSERT NAME OF PERSONNEL |  | INSERT COMPLETION DATE | | INSERT NAME OF PERSONNEL |  | INSERT COMPLETION DATE | | INSERT NAME OF PERSONNEL |  | INSERT COMPLETION DATE | | INSERT NAME OF PERSONNEL |  | INSERT COMPLETION DATE | | INSERT NAME OF PERSONNEL |  | INSERT COMPLETION DATE | | INSERT NAME OF PERSONNEL |  | INSERT COMPLETION DATE | | INSERT NAME OF PERSONNEL |  | INSERT COMPLETION DATE | | INSERT NAME OF PERSONNEL |  | INSERT COMPLETION DATE | | INSERT NAME OF PERSONNEL |  | INSERT COMPLETION DATE | |
|  |

# SECTION 8: CERTIFICATION AND NOTIFICATION

* The following certification statement must be signed and dated by a person who is authorized to direct and/or supervise staff administering the SWPPP.
* This certification must be re-signed in the event of a SWPPP Modification.

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 have no personal knowledge that the information submitted is other than 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 -* Underground Injection Control (UIC) Well Registration Form for Industrial or Commercial Facilities**

***Appendix C – Inspection Form***

***Appendix D – Corrective Action Form***

***Appendix E – SWPPP Amendment Log***

***Appendix F – Subcontractor Certifications/Agreements***

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

***Appendix H – Training Log***

***Appendix I – Delegation of Authority***

**Appendix A – Site Maps**

INSERT SITE MAPS CONSISTENT WITH TEMPLATE SECTION 2.6

**Appendix B – Underground Injection Control (UIC) Well Registration Form for Industrial or Commercial Facilities**

COMPLETE SECTION B, TABLE 1, AND AS APPLICABLE TABLES 2 AND 3 OF THE FORM. SUBMIT FORM TO DPW ED STORMWATER PROGRAM NOT TO DEPARTMENT OF ECOLOGY

**Appendix C – Copy of Inspection Form**

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

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

INSERT COPY OF CORRECTIVE ACTION FORMS YOU WILL USE

**Appendix E – *Sample* SWPPP Amendment Log**

* 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 CGP Part 7.4.1 in the following circumstances:
  + Whenever new operators become active in construction activities on your site, or you make changes to your construction plans, stormwater controls, 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 install and/or implement additional controls at your site in order to meet requirements of the permit; and
* To reflect any revisions to applicable federal, state, tribal, or local requirements that affect the stormwater control measures implemented at the site.
* If applicable, if a change in chemical treatment systems or chemically-enhanced stormwater control is made, including use of a different treatment chemical, different dosage rate, or different area of application.

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| | **No.** | **Description of the Amendment** | **Date of Amendment** | **Amendment Prepared by [Name(s) and Title]** | | --- | --- | --- | --- | |  |  | INSERT DATE |  | |  |  | INSERT DATE |  | |  |  | INSERT DATE |  | |  |  | INSERT DATE |  | |  |  | INSERT DATE |  | |  |  | INSERT DATE |  | |  |  | INSERT DATE |  | |  |  | INSERT DATE |  | |

**Appendix F – *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 G – *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** |
| --- | --- | --- | --- | --- |
| INSERT DATE |  |  | INSERT DATE  Temporary  Permanent | INSERT DATE |
| INSERT DATE |  |  | INSERT DATE  Temporary  Permanent | INSERT DATE |
| INSERT DATE |  |  | INSERT DATE  Temporary  Permanent | INSERT DATE |
| INSERT DATE |  |  | INSERT DATE  Temporary  Permanent | INSERT DATE |
| INSERT DATE |  |  | INSERT DATE  Temporary  Permanent | INSERT DATE |
| INSERT DATE |  |  | INSERT DATE  Temporary  Permanent | INSERT DATE |
| INSERT DATE |  |  | INSERT DATE  Temporary  Permanent | INSERT DATE |
| INSERT DATE |  |  | INSERT DATE  Temporary  Permanent | INSERT DATE |

**Appendix H – *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 |  |  |
| 5 |  |  |
| 6 |  |  |
| 7 |  |  |
| 8 |  |  |

**Appendix I – *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 (CGP), 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, and that the designee above is a “duly authorized representative”

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 have no personal knowledge that the information submitted is other than 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:**