



# STORMWATER POLLUTION PREVENTION PLAN (SWPPP) REVIEW CHECKLIST

These requirements apply to all activities involving land disturbance of one acre or more with the exception of agricultural activities. Applicable activities include but are not limited to grading, vegetation clearing, soil compaction, paving, re-paving and Linear Underground/overhead Projects (LUPs). Prior to the City issuing a permit for such activities—including grading, building, demolition or other types of land disturbance—each operator must prepare and submit a SWPPP to the City in accordance with the requirements of the Construction General Permit. This checklist is used to conduct and document the City's review of the SWPPP as required by the City's MS4 NPDES Permit Section VI.D.8.h.ii.(9). This does not preclude operators of such construction sites from complying with the requirements of the Construction General Permit, including but not limited to submitting the SWPPP to the State's SMARTS website and obtaining a WDID number.

Contact Name: Contact Title: Company Name: Mailing Address: City, State, Zip: Phone Number: Fax Number:	Tracking #: Site Name: Site Address: Type of Facility: Submittal Date: Plan Return Date: Disturbed Area:
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First Review

SWPPP Received on:

Review Completed on:

Second Review

SWPPP Received on:

Review Completed on:

Third Review

SWPPP Received on:

Review Completed on:

Fourth Review

SWPPP Received on:

Review Completed on:

Fifth Review

SWPPP Received on:

Review Completed on:

Sixth Review

SWPPP Received on:

Review Completed on:

SWPPP Review Checklist

SWPPP REQUIREMENT	SATISFACTION			COMMENTS
	YES	NO	N/A	
<b>General Information</b>				
Contact information (e.g., name, address, phone, email, etc.) provided for the owner and contractor.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Basic site information including location, status, size of the project and area of disturbance is provided.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Proof of existing coverage under applicable permits, including, but not limited to the State Water Board's Construction General Permit, and State Water Board 401 Water Quality Certification.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Meets the minimum requirements of the jurisdictional erosion and sediment control ordinance.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Developed and certified by a Qualified SWPPP Developer (QSD).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
The LRP Certification is signed by the appropriate individual.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Identifies the proximity to all water bodies, including those listed as impaired by sediment-related pollutants and for which a sediment-related TMDL has been adopted and approved by the USEPA.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Identifies any significant threat to water quality status, based on consideration of factors listed in Appendix 1 to the Construction General Permit.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
The project start date and anticipated completion date is provided.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Includes Identification of site Risk Level as identified per the requirements in Appendix 1 of the Construction General Permit.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Contains a language signed by the landowner or the landowner's agent stating as follows:  <i>"I certify that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to ensure that qualified personnel properly gather and evaluate 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, to the best of my knowledge and belief, the information submitted is true, accurate, and complete. I am aware that submitting false and/or inaccurate information, failing to update the SWPPP to reflect current conditions, or failing to properly and/or adequately implement the SWPPP may result in revocation of grading and/or other permits or other sanctions provided by law."</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Best Management Practices</b>				
All structural BMPs are designed by a licensed California Engineer.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Includes Sediment/Erosion Control.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Includes controls to prevent tracking on and off the site.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Includes non-stormwater controls (e.g., vehicle washing, dewatering, etc.).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Includes Materials Management (delivery and storage).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Includes Spill Prevention and Control.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Includes Waste Management (e.g., concrete washout/waste management; sanitary waste management).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Includes methods to minimize the footprint of the disturbed area and to prevent soil compaction outside of the disturbed area.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Includes methods used to protect native vegetation and trees.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

SWPPP REQUIREMENT	SATISFACTION			COMMENTS
	YES	NO	N/A	
Includes the rationale for the selection and design of the proposed BMPs, including quantifying the expected soil loss from different BMPs.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Post-Construction Structural BMPs subject to Operation and Maintenance Requirements are identified.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Site Plan</b>				
Full sized plans showing the site with all proposed BMPs and water quality notes have been signed and stamped with wet ink application by the appropriate individual.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Plan includes a title block containing at least the project name, address, and owner.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
All figures, maps, plot plans, etc. have a legend, including a North arrow and scale.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
All facilities are labeled for the intended function.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
All areas of outdoor activity are labeled.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
All structural BMPs are indicated.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Drainage flow information depicted.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Project location shown.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Site boundary indicated.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
BMPs shown are in compliance with CGP and MS4 permits.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Certifications</b>				
Certifications for the QSP and QSD are included	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Risk Level 2 &amp; 3 Requirements</b>				
Sample locations are identified.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Rain Event Action Plan (REAP) is included.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Sampling procedures are identified.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	