

# Summit Soil & Water Conservation District

## STORM WATER POLLUTION PREVENTION PLAN (SWPPP) CHECKLIST FOR CONSTRUCTION SITES

Project \_\_\_\_\_ NPDES Permit # \_\_\_\_\_

Location \_\_\_\_\_ Developer \_\_\_\_\_

Engineer \_\_\_\_\_ Contractor \_\_\_\_\_

Summit SWCD Fee: Preliminary Plan \_\_\_\_\_ SWPPP \_\_\_\_\_

**General Requirements:** An SWPPP must be developed **before** the Notice of Intent (NOI) is submitted to Ohio EPA. The NOI must be submitted at least 21 days prior to the start of any construction activity. Construction activity cannot start prior to receiving and Authorization Letter from Ohio EPA. The developer must notify the local government entity (Summit SWCD) that an NOI has been filed and must post a copy of either the NOI or the Ohio EPA Director's acceptance letter on site. The SWPPP must be retained on-site at all times during construction activity.

**Minimum Standards:** This plan must address all minimum components of the NPDES Permit and conform to the specifications of the Ohio Department of Natural Resources Division of Soil and Water and Natural Resources Conservation Service handbook, Rainwater and Land Development (Rev. 1996).

### ESSENTIAL COMPONENTS:

- Vicinity Map**- Location map showing site in relation to surrounding area. Include location of receiving streams/surface waters.
- Limits of Clearing and Grading Plan** - Indicate limits and show acreage of earth disturbing activity. Show borrow, spoil and topsoil stockpile areas. Include before and after contours with appropriate contour intervals. Delineate drainage watersheds before, during, and after major grading activities indicating acreage of each area.
- Project Description** - Briefly describe the nature, purpose and scope of the land disturbing activity. This may be self evident from the plan. Include total area of site and acreages of individual phases if applicable. Include a narrative describing the overall erosion and sediment control scheme for this site.
- Soils Information** – Show existing soil types including the location of bedrock, unstable, or highly erodible soils as determined by the Summit County Soil Survey and/or soil tests. Show location of any soil test borings on plan. Other soils information; such as permeability, perched water table, etc. may be mentioned.
- Surface Water Locations** - Show locations of all lakes, ponds, surface drainage patterns, wetlands, springs, etc. on or within 200 feet of the site. If storm water will be discharging into a municipal separate storm sewer system or into a storm water management structure such as a retention basin which is off the site, clearly indicate this on the plans.
- Site Development** - show locations of all prior land uses, existing and proposed buildings, roads, utilities, parking facilities, etc.
- Schedule of Construction Activity** - Included in this should be a schedule for implementing temporary and permanent erosion and sediment control practices and storm water management facilities. The NPDES permit requires that all sediment ponds and perimeter barriers be constructed within 7 days of first grubbing. All sediment control structures must remain functional until upland areas are stabilized.

### ***SWPPP checklist (cont'd)***

- ❑ **Location of Practices** - Show locations of all structural erosion and sediment control, storm water management, and water quality practices, including post-construction best management practices. Water ponding facilities should be drawn to scale, with the area of the contributing watershed given.
- ❑ **Detail Drawings** - All structural practices should be explained with detail drawings of specifications. Installation specifications may also be necessary to aid contractor. Included should be outlet structures for retention, detention facilities and any special modifications to these structures to aid in improved sediment trapping capability.
- ❑ **Land Stabilization Measures** - Provide specifications for temporary and permanent seeding, mulching, blanketing, etc. and also installation schedule for each practice. The NPDES permit requires that all areas at final grade or where construction activity has temporarily ceased for 21 days or longer be stabilized within 7 days of last activity. Erosion control blankets and matting should be used to stabilize channels where the flow velocity is greater than 3.5 ft./sec. steep slopes, on highly erosive soils and on areas slow to establish a vegetative cover.
- ❑ **Special Notes for Critical Areas** - Include pertinent information regarding stream bank stabilization, riparian corridors, buffer areas, stream restoration plans, wetland areas and stream crossings.
- ❑ **Existing Natural Areas** - Show existing or unusual vegetation, wetlands, springs, rock outcroppings, etc. Include vegetation to remain (trees, buffer areas, etc.).
- ❑ **Maintenance and Inspections** - Provide notes and information regarding maintenance of each practice to assure continued performance. Erosion and sediment control must be inspected once every 7 days and with 24 hours of 0.5" or greater rainfall. A written log of these inspections must become part of the SWPPP. This log should indicate the dates of inspection, inspector weather conditions, observations, actions taken to correct problems, and the date action was taken.
- ❑ **Storm Water Runoff Considerations and Post -Construction BMPs** - Show the pre- and post-construction runoff coefficients including information such as the method used to calculate runoff. Include a narrative describing post construction storm water management BMPs and the rationale for their selection. All sites larger than five or more acres in the larger plan of development MUST provide structural controls that capture the Water Quality Volume and release it over the prescribed number of hours. Refer to the NPDES General Construction Permit for design methodology. Show the locations of all stormwater management facilities and natural vegetation to remain (trees, buffer areas, etc.). Provide an estimate of percent of site imperviousness once the site is developed.
- ❑ **Trap Efficiency, Location and Volume of Sediment Ponds** - Concentrated storm water runoff and runoff from drainage areas which exceed the capacity of silt fence or inlet protection, shall pass through a sediment settling pond. Calculations must be shown for all temporary or permanent sediment traps/ponds and any retention/detention facilities to be used for this purpose. All ponds used for the purpose of trapping sediment must have a volume of 67 cubic yards per acre of total drainage area to the pond (*not only disturbed area*). Trapping efficiency of these structures must demonstrate at least a 75% trapping efficiency. An Excel program is available from the District to determine trapping efficiency. The basins must be shown to scale with the storage volume and contributing drainage area delineated on the SWPPP.
- ❑ **Disposal of Solid, Sanitary and Toxic Waste** - Solid, sanitary and toxic waste must be disposed of in a proper manner in accordance with local, state and federal regulations. It is prohibited to burn, bury or pour out onto the ground or into the storm sewers any solvents, paints, stains, gasoline, diesel fuel, used motor oil, hydraulic fluid, antifreeze, cement curing compounds and other such toxic or hazardous wastes. Wash out of cement trucks should occur in a diked, designated area where the washings can collect and be disposed of properly when they

harden –OR - specify that all washout be hauled off site back to the concrete plant for disposal or recycling. Fuel storage tanks should be located in diked areas away from any drainage channels. The diked area should hold a volume 110% of the largest tank – OR – specify that the contractor use self contained spill proof tanks.

- ❑ **Trench and Groundwater Dewatering** – All sediment laden pumped water must pass through a sediment basin, filter bag, or sump pit prior to discharge. A note or detail must be provided on the SWPPP that identifies dewatering procedures. Clean ground water should be pumped to a stable outlet and shall not co-mingle with sediment.
- ❑ **Off-Site Sediment Tracking** - Minimize such tracking of sediments by vehicles by making the use of gravel construction entrances and regularly scheduled sweeping/good housekeeping.

**General Notes to Contractor:** *(These are specific for Summit County and must be included on the plan)*

- ◆ Sediment Ponds/Traps and Perimeter Controls shall be implemented as a first step of grading and within 7 days from the start of grubbing and shall continue to function until upland areas are stabilized.
- ◆ Disturbed areas which will remain unworked for a period of 21 days or more, shall be stabilized with seeding and mulching or other approved means within 7 days.
- ◆ Ditches with grades greater than 1.5% and all other slopes greater than 6% will have erosion control blankets/matting installed as part of stabilization measures.
- ◆ Builder is responsible for erosion control on individual lot and must file an NOI with Ohio EPA
- ◆ No solid or liquid waste shall be discharged into storm water runoff.
- ◆ All erosion and sediment control practices must conform to the specifications of Rainwater and Land Development, Ohio's standards for Storm Water Management, Land Development and Urban Stream Protection.
- ◆ Other erosion and sediment control items may be necessary due to environmental conditions.
- ◆ Regular inspection and maintenance will be provided for all erosion and sediment control practices. Permanent records of maintenance and inspections must be kept throughout the construction period. Inspections must be made a minimum of once every 7 days and immediately after storm events greater than 0.5 inches of rain in a 24 hour period. Provided will be name of inspector, major observations, date of inspection and corrective measures taken.
- ◆ **Winterization** – Any disturbed area that is not going to be worked for 21 days or more must be seeded and mulched by November 1 or must have a dormant seeding or mulch cover applied between November 1 and March 1.

**A NOTE ABOUT SUBLOTS**

For developments with sublots, NPDES permit coverage must be maintained on the lot until it reaches final stabilization. Home Builders must submit an Individual Lot NOI seven days prior to the start of construction. Developers must submit a Individual Lot NOT for those lots turned over to a new owner. A detail drawing of a typical subplot indicating typical BMPs with notes specifying measures for critical areas, must be included in the SWPPP

☞ *If the developer will also build the structures within the development or opts to maintain permit responsibility on lots where structures are being built, a detail drawing of a typical subplot indicating typical BMPs with notes specifying measures for critical areas, must be included in the SWPPP.*

☞ *If a developer sells lots to individual home builders the original permittee must file a Notice of Termination (NOT) for those lots that will be sold. ALL lots to be transferred must be stabilized 7 days prior to transfer. The new owner is than responsible to file a NOI seven days prior to construction.*

☞ *If a centralized sediment control facility is used the original permittee will be required to maintain responsibility for the implementation of those controls if the drainage area does not meet final stabilization requirements.*

### **A Note About Final Stabilization**

A site is considered stabilized when **all** of the following criteria are met:

- ◆ A perennial, vegetative cover (or other permanent stabilization practice) has grown to a 75% density throughout the entire disturbed area.
- ◆ All temporary erosion and sediment controls have been removed and disposed of properly.
- ◆ All trapped sediment has been permanently stabilized to prevent further erosion.
- ◆ All construction activities have ceased.

For more information contact the Summit SWCD office at (330)929-2871 or [staff@summitswcd.org](mailto:staff@summitswcd.org)