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**STORMWATER DIVISION**  
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## **Stormwater Pollution Prevention Plan (SWPPP) Development Guide**

### **Directions**

- Use the City of Manassas SWPPP template to help guide you through the SWPPP development process. If needed, this template can be customized to reflect the terms and conditions of your construction general permit and conditions at your site.
- Blocks colored yellow must be filled out by the Consultant prior to plan approval
- Blocks colored blue indicate information that must be provided by the Operator or Delegated Authority
- Prior to plan approval submit SWPPP with blocks colored yellow filled out as a hard copy in a tabbed binder. Tabs are
- While this template is intended for use in preparing your initial SWPPP, your SWPPP is a living and thus changing document. It is intended to be updated regularly to document changes in your project, best management practices (BMPs), Inspections, and other pertinent information through the completion of the project.
- This SWPPP, together with all inspection and maintenance reports and data records for the construction activity shall be retained at the construction site during all phases of construction and made available upon request for review by County, State, and Federal Agency representatives.
- A copy of the general permit can be obtained from DEQ's webpage at the following location: <https://www.deq.virginia.gov/permits-regulations/permits/water/stormwater-construction>
- The general permit contains the applicable Stormwater Pollution Prevention Plan (SWPPP) requirements and other conditions of coverage. **Please print the general permit and read it carefully as you will be responsible for compliance with all of the permit conditions.**

Note in particular the following SWPPP inspection requirements that apply to inspections conducted by the operator:

1. Inspections shall be conducted at a frequency of (i) at least once every four (4) business days or (ii) at least once every (5) business days and no later than 48 hours following a measurable storm event. In the event that a measurable storm event occurs when there are more than 48 hours between business days, the inspection shall be conducted on the next business day; and **[Note: The operator is required to elect one of the options at the beginning of the project and implement that option through the completion of the project]**
2. Permanent or temporary soil stabilization shall be applied to denuded areas within seven (7) days after final grade is reached on any portion of the site;
3. Nutrients (e.g., fertilizers) shall be applied in accordance with manufacturer's recommendations or an approved nutrient management plan and shall not be applied during rainfall events;

If you have further questions, please contact the Engineering Department at (703) 257-8316.

DEQ Resource for Construction General Permit:

<https://www.deq.virginia.gov/permits-regulations/permits/water/stormwater-construction>

EPA Resources:

- [Stormwater Discharges from Construction Activities](#)
- [Stormwater Pollution Prevention Plans for Construction Activities](#)
- [Developing Your Stormwater Pollution Prevention Plan: A Guide for Construction Sites](#)
- [Construction Site Stormwater Runoff Control](#)

Reference:

Prince William County – Stormwater Pollution Prevention Plan templates  
Henrico County – Stormwater Pollution Prevention Plan templates

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**TAB 1**  
**SWPPP TITLE SHEET**

**STORMWATER POLLUTION PREVENTION PLAN (SWPPP)**

for

Plan Name: \_\_\_\_\_

Plan Number: \_\_\_\_\_

located in  
City of Manassas, Virginia

Developed in compliance with:

General VPDES Permit for Discharges of Stormwater from Construction Activities (9VAC25-880)

**DELEGATED AUTHORITY**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Company: \_\_\_\_\_

Phone #: \_\_\_\_\_

I certify the individual or position named above has the delegated authority to sign inspection reports and/or amend or modify this SWPPP.

“I certify under penalty of law that I have read and understand this document and that this document and all attachments were prepared 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.”

**OPERATOR**

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Company: \_\_\_\_\_

**TAB 2**  
**INTRODUCTION**

## INTRODUCTION

This Stormwater Pollution Prevention Plan (SWPPP) has been developed as a requirement of the General VPDES Permit for Discharges of Stormwater from Construction Activities (GCP), as defined in 9VAC25-880. The purpose of this SWPPP is to:

- 1) Identify potential sources of pollution that may reasonably be expected to affect the quality of storm water discharges from the construction site, and
- 2) To describe and ensure the implementation of practices that will be used to reduce pollutants in stormwater discharges from the construction site and to assure compliance with the conditions of the Permit.

Implementation of the components of this SWPPP is required as a condition of the GCP (Tab 17).

The GCP has a fixed term of 5 years from the effective date of July 1, 2014 and permit coverage is required for all VSMP land-disturbing activities as described in 9VAC25-870-54 and Manassas City Code Chapter 58 Sections 102-104.

The GCP authorizes the discharge of stormwater from construction activities until the expiration date. The GCP also authorizes the discharge of stormwater from offsite support activities, provided that certain conditions are met as outlined in Part I A. 2 of the GCP. Certain non-stormwater discharges are also authorized and are described in Part I E of the GCP.

The GCP must be maintained, modified, transferred, and terminated in accordance with the requirements outlined in Manassas City Code Chapter 58.

**TAB 3**  
**REQUIRED SWPPP COMPONENTS**

## REQUIRED SWPPP COMPONENTS

In accordance with the *General VPDES Permit for Discharges of Stormwater from Construction Activities*, Virginia Code Section 9VAC25-870-54, and *Manassas City Code Chapter 58 Sections 102-104*, the SWPPP must include the following information:

1. General Information
  - a. A signed copy of the registration statement for coverage under the GCP;
  - b. Upon receipt, a copy of the notice of coverage under the GCP (i.e., notice of coverage letter);
  - c. Upon receipt, a copy of the GCP;
  - d. A narrative description of the nature of the construction activity, including the function of the project (e.g., low density residential, shopping mall, highway, etc.);
  - e. A legible site plan identifying:
    - 1) Directions of stormwater flow and approximate slopes anticipated after major grading activities;
    - 2) Limits of land disturbance including steep slopes and natural buffers around surface waters that will not be disturbed;
    - 3) Locations of major structural and nonstructural control measures including sediment basins and traps, perimeter dikes, sediment barriers, and other measures intended to filter, settle, or similarly treat sediment that will be installed between disturbed areas and the undisturbed vegetated areas, in order to increase sediment removal and maximize stormwater infiltration;
    - 4) Locations of surface waters;
    - 5) Locations where concentrated stormwater is discharged;
    - 6) Locations of support activities, when applicable and when required by the VSMP authority, including but not limited to: (i) areas where equipment and vehicle washing, wheel wash water, and other wash water is to occur; (ii) storage areas for chemicals such as acids, fuels, fertilizers and other lawn care chemicals; (iii) concrete wash out areas; (iv) vehicle fueling and maintenance areas; (v) sanitary waste facilities, including those temporarily placed on the construction site; and (vi) construction waste storage; and
    - 7) When applicable, the location of the on-site rain gauge, or the methodology established in consultation with the VSMP authority, used to identify measurable storm events for inspection purposes.
2. An Erosion and Sediment Control (ESC) Plan developed and approved in accordance with Chapter 8 of the Environmental Compliance Manual.
3. A Stormwater Management (SWM) Plan developed and approved in accordance with Chapter 9 of the Environmental Compliance Manual.

4. A Pollution Prevention Plan (PPP) developed and implemented in accordance with Chapter 10 of the Environmental Compliance Manual.
5. Information demonstrating compliance with the Total Maximum Daily Load (TMDL) Requirements described in section Chapter 11 of the Environmental Compliance Manual.
6. Qualified personnel responsible for conducting on-site and off-site inspections required by the GCP shall be identified by the Operator in the SWPPP. The Operator is responsible for insuring that the qualified personnel conduct inspections.
7. The SWPPP must identify individuals or positions with delegated authority to sign inspection reports and/or amend or modify the SWPPP.
8. The SWPPP shall be signed and dated in accordance with the signatory requirements.
9. The SWPPP must contain documentation of all amendments, modifications, and updates.
10. The SWPPP must include documentation of inspections conducted in accordance with the inspection requirements.
11. The SWPPP must contain documentation of corrective actions taken in accordance with the requirements.

**TABLE 3.1 - REQUIRED SWPPP COMPONENTS**

<b>Required Components</b>	<b>Permit Reference</b>	<b>Location</b>
A signed copy of the registration statement for coverage under the GCP	Part II B.1.a	Tab15 of the SWPPP Binder
A copy of the notice of coverage under the GCP	Part II B.1.b	Tab 16 of the SWPPP Binder
A copy of the GCP	Part II B.1.c	Tab 17 of the SWPPP Binder
A narrative description of the nature of the construction activity, including the function of the project	Part II B.1.d	Tab 4 of the SWPPP Binder
A legible site plan identifying:		
Directions of stormwater flow and approximate slopes anticipated after major grading activities	Part II B.1.e.(1)	Sheet ___ of the Site Plan
Limits of land disturbance including steep slopes and natural buffers around surface waters that will not be disturbed	Part II B.1.e.(2)	Sheet ___ of the Site Plan
Locations of major structural and nonstructural control measures including sediment basins and traps, perimeter dikes, sediment barriers, and other measures intended to filter, settle, or similarly treat sediment that will be installed between disturbed areas and the undisturbed vegetated areas, in order to increase sediment removal and maximize stormwater infiltration	Part II B.1.e.(3)	Sheet ___ of the Site Plan

Locations of surface waters	Part II B.1.e.(4)	Sheet <input type="text"/> of the Site Plan
Locations where concentrated stormwater is discharged	Part II B.1.e.(5)	Sheet <input type="text"/> of the Site Plan
Locations of support activities, when applicable and when required by the VSMP authority, including but not limited to: (i) areas where equipment and vehicle washing, wheel wash water, and other wash water is to occur; (ii) storage areas for chemicals such as acids, fuels, fertilizers and other lawn care chemicals; (iii) concrete wash out areas; (iv) vehicle fueling and maintenance areas; (v) sanitary waste facilities, including those temporarily placed on the construction site; and (vi) construction waste storage	Part II B.1.E.(6)	Sheet <input type="text"/> of the Site Plan
When applicable, the location of the on-site rain gauge, or the methodology established in consultation with the VSMP authority, used to identify measurable storm events for inspection purposes	Part II B.1.e.(7)	Sheet <input type="text"/> of the Site Plan
An Erosion and Sediment Control (ESC) Plan	Part II B.2	Tab 7 of the SWPPP Binder Sheet <input type="text"/> of the Site Plan
A Stormwater Management (SWM) Plan	Part II B.3	Tab 7 of the SWPPP Binder Sheet <input type="text"/> of the Site Plan
A Pollution Prevention Plan (PPP)	Part II B.4	Tabs 7 and 8 of the SWPPP Binder Sheet <input type="text"/> of the Site Plan

Information demonstrating compliance with the Total Maximum Daily Load (TMDL) Requirements	Part II B.5.a	Tab 9 of the SWPPP Binder Sheet <u>    </u> of the Site Plan
Qualified personnel responsible for conducting on-site and off-site inspections required by the GCP shall be identified by the Operator in the SWPPP.	Part II B.8	Tab 6 of the SWPPP Binder
The SWPPP must identify individuals or positions with delegated authority to sign inspection reports and/or amend or modify the SWPPP.	Part II B.9	Title Sheet (Tab 1) and Tab 5 of the SWPPP Binder
The SWPPP shall be signed and dated in accordance with the signatory requirements	Part II B.10	Title Sheet (Tab 1) of the SWPPP Binder
The SWPPP must contain documentation of all amendments, modifications, and updates	Part II C	Tab 10 of the SWPPP Binder
The SWPPP must include documentation of inspections conducted in accordance with the inspection requirements	Part II G	Tab 12 of the SWPPP Binder
The SWPPP must contain documentation of corrective actions taken	Part II H	Tab 13 of the SWPPP Binder

**TAB 4  
NARRATIVE**

## NARRATIVE

In accordance with the *General VPDES Permit for Discharges of Stormwater from Construction Activities* and Manassas City Code Chapter 58, the SWPPP must include a narrative description of the nature of the construction activity, including the function of the project (e.g., low density residential, shopping mall, highway, etc.).

*Add narrative here.*

**TAB 5**  
**DELEGATION OF AUTHORITY**

## REVISIONS TO DELEGATION OF AUTHORITY

In accordance with the *General VPDES Permit for Discharges of Stormwater from Construction Activities*, the individuals or positions with delegated authority to sign inspection reports and/or amend this SWPPP must be identified. If the individual or position identified on the Title Sheet of the SWPPP changes or additional individuals or positions are given this responsibility after the preconstruction meeting occurs, the changes/additions must be noted below and submitted to the City of Manassas Site Inspector.

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Company: \_\_\_\_\_

Phone #: \_\_\_\_\_

I certify the individual or position named above has the delegated authority to sign inspection reports and/or amend or modify this SWPPP.

Operator  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Company: \_\_\_\_\_

Phone #: \_\_\_\_\_

I certify the individual or position named above has the delegated authority to sign inspection reports and/or amend or modify this SWPPP.

Operator  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Company: \_\_\_\_\_

Phone #: \_\_\_\_\_

I certify the individual or position named above has the delegated authority to sign inspection reports and/or amend or modify this SWPPP.

Operator  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Company: \_\_\_\_\_

Phone #: \_\_\_\_\_

I certify the individual or position named above has the delegated authority to sign inspection reports and/or amend or modify this SWPPP.

Operator  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**TAB 6**  
**IDENTIFICATION OF QUALIFIED PERSONNEL**

In accordance with the *General VPDES Permit for Discharges of Stormwater from Construction Activities*, the individuals responsible for conducting on-site and off-site inspections must be identified. If the identified individual changes or additional individuals are given this responsibility after the preconstruction meeting occurs, the changes/additions must be noted below and submitted to the City of Manassas Site Inspector.

Print Name: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

Phone #: \_\_\_\_\_

- Qualifications:
- Responsible Land Disturber # \_\_\_\_\_
  - Certified ESC Inspector # \_\_\_\_\_
  - Certified SWM Inspector # \_\_\_\_\_
  - Licensed Professional (P.E., L.S., etc.)
  - Other: \_\_\_\_\_

Print Name: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

Phone #: \_\_\_\_\_

- Qualifications:
- Responsible Land Disturber # \_\_\_\_\_
  - Certified ESC Inspector # \_\_\_\_\_
  - Certified SWM Inspector # \_\_\_\_\_
  - Licensed Professional (P.E., L.S., etc.)
  - Other: \_\_\_\_\_

Print Name:

Company:

Address:

Phone #:

Qualifications:  Responsible Land Disturber #

Certified ESC Inspector #

Certified SWM Inspector #

Licensed Professional (P.E., L.S., etc.)

Other:

Print Name:

Company:

Address:

Phone #:

Qualifications:  Responsible Land Disturber #

Certified ESC Inspector #

Certified SWM Inspector #

Licensed Professional (P.E., L.S., etc.)

Other:

**TAB 7**  
**SITE PLAN AND OTHER INCORPORATED PLANS**

**THE SITE DEVELOPMENT PLAN  
AND  
OTHER INCORPORATED PLANS**

**Site Development Plan (SDP)**

A Site Development Plan has been developed and approved in accordance with the requirements of the City of Manassas Code and the Design and Construction Standards Manual, title:

\_\_\_\_\_ (Project Title)

The Site Development Plan was prepared by:

\_\_\_\_\_ (Consultant)

The Site Development Plan was approved on: \_\_\_\_\_  
(Plan Approval Date)

The preconstruction meeting was held on: \_\_\_\_\_  
(Date of preconstruction meeting)

**Erosion and Sediment Control Plan (ESC)**

An Erosion and Sediment Control (ESC) Plan was developed as a required component of the SDP and was approved as authorized by the Virginia Erosion and Sediment Control Regulations (9VAC25-840). When properly implemented, the approved ESC plan has been determined to adequately address the following effluent limit guidelines:

1. Controls the volume and velocity of stormwater runoff within the site to minimize soil erosion;
2. Controls stormwater discharges, including peak flow rates and total stormwater volume, to minimize erosion at outlets and to minimize downstream channel and stream bank erosion;
3. Minimizes the amount of soil exposed during the construction activity;
4. Minimizes the disturbance of steep slopes;
5. Minimizes sediment discharges from the site in a manner that addresses (i) the amount, frequency, intensity, and duration of precipitation, (ii) the nature of resulting stormwater runoff, and (iii) soil characteristics, including the range of soil particle sizes present on the site;

6. Provides and maintains natural buffers around surface waters, directs stormwater to vegetated areas to increase sediment removal, and maximized infiltration, unless infeasible;
7. Minimizes soil compaction and, unless infeasible, preserves topsoil;
8. Ensures that stabilization of disturbed areas will be initiated immediately whenever any clearing, grading, or excavating, or other land-disturbing activities have permanently ceased on any portion of the site, or temporarily ceased on any portion of the site and will not resume for a period exceeding 14 days;
9. Utilizes outlet structures that withdraw stormwater from the surface (i.e., above the permanent pool or wet storage water surface elevation), unless infeasible, when discharging from sediment basins or sediment traps.

The following individual(s) will implement and maintain the control measures identified in the ESC plan (if other than the Operator or Delegated Authority):

Name(s):

Company:

### **Stormwater Management Plan**

A Stormwater Management Plan (SWM) plan was developed as a required component of the SDP and was approved as authorized by the Virginia Stormwater Management Program Regulations (9VAC25-870).

The following individual(s) will implement and maintain the control measures identified in the SWM plan (if other than the Operator or Delegated Authority):

Name(s):

Company:

### **Pollution Prevention Plan**

A Pollution Prevention Plan sheet has been provided as a required component of the SDP and addresses many of the required elements of the Pollution Prevention Plan as required by the CGP. The other required elements are addressed in Tab 8 of the SWPPP Binder.

The individuals responsible for implementing and maintaining the control measures identified in the Pollution Prevention Plan are listed in Tab 8.

**Total Maximum Daily Load (TMDL) Requirements**

All projects requiring coverage under the CGP are subject to the following requirements associated with discharges to impaired waters, surface waters with an applicable TMDL wasteload allocation established and approved prior to the term of this CGP, or exceptional waters:

1. Identify the impaired water(s), approved TMDL(s), pollutants of concern, and exceptional waters identified in 9VAC25-260-30.A.3.c, when applicable;
2. Provide clear direction that:
  - a. Permanent or temporary soil stabilization shall be applied to denuded areas within seven days after final grade is reached on any portion of the site;
  - b. Nutrients shall be applied in accordance with manufacturer’s recommendations or an approved nutrient management plan and shall not be applied during rainfall events; and
  - c. A modified inspection schedule shall be implemented in accordance with Part I B.4 or Part I B.5.

These requirements are addressed on the Pollution Prevention Plan sheet of the SDP and in Tab 9 of the SWPPP Binder.

The following individual(s) will implement and maintain these control measures (if other than the Operator or Delegated Authority):

Name(s): \_\_\_\_\_

Company: \_\_\_\_\_

**Other Incorporated Plans**

The Consultant will add language briefly describing any other plans that will be used to address the project requirements (i.e., plans for off-site borrow or disposal plans, regional stormwater management plans, etc.)

**OR**

No other plans are incorporated by reference at time of plan approval.

Additional off-site areas to be used during construction:

Location	Plan Title	Approval Date	Purpose

*Attach a of copy of the Erosion and Sediment Control **(ESC) Plan** here in the SWPPP Binder .*

*Update the ESC Plan in the SWPPP Binder as needed to reflect current field conditions. Fill out the Modification/Amendment Log in Tab 10 as needed.*

*Attach a of copy of the Stormwater Management **(SWM) Plan** here in the SWPPP Binder .*

*Update the SWM Plan in the SWPPP Binder as needed to reflect current field conditions. Fill out the Modification/Amendment Log in Tab 10 as needed.*

*Attach a of copy of the Pollution Prevention **(P2) Plan** here in the SWPPP Binder .*

*Update the ESC Plan in the SWPPP Binder as needed to reflect current field conditions. Fill out the Modification/Amendment Log in Tab 10 as needed. Record land-disturbing activities in Tab 21.*

**TAB 8**  
**POLLUTION PREVENTION PLAN INFORMATION**

## POLLUTION PREVENTION PLAN INFORMATION

In accordance with Part II A.4 of the *General VPDES Permit for Discharges of Stormwater from Construction Activities* and Manassas City Code Chapter 58, the SWPPP must:

1. Identify potential pollutant-generating activities and pollutants expected to be exposed to stormwater;
2. Describe the location where the potential pollutant generating activity will occur, or if identified on the Site Plan, reference the Plan;
3. Identify all authorized non-stormwater discharges that are or will be comingled with stormwater discharges from the construction activity, including any applicable support activity;
4. Identify the person responsible for implementing the pollution prevention practice(s) for each pollutant generating activity, if other than the person listed as the qualified personnel;
5. Describe pollution prevention procedures and practices that will be implemented to:
  - a. Prevent and respond to leaks, spills and other releases including (i) procedures for expeditiously stopping, containing, and cleaning up spills, leaks and other releases; and (ii) procedures for reporting leaks, spills, and other releases;
  - b. Prevent the discharge of spilled or leaked fuels and chemicals from vehicle fueling and maintenance activities (e.g., providing secondary containment such as spill berms, decks, spill containment pallets, providing cover where appropriate, and having spill kits readily available);
  - c. Prevent the discharge of soaps, detergents, solvents, and wash water from construction materials, including the cleanup of stucco, paint, form release oils, and curing compounds (e.g., providing (i) cover (e.g., plastic sheeting or temporary roofs) to prevent contact with stormwater; (ii) collection and proper disposal in a manner to contact with stormwater; and (iii) a similarly effective means designed to prevent discharge of these pollutants;
  - d. Minimize the discharge of pollutants from equipment and vehicle washing, wheel wash water, and other types of washing (e.g., locating activities away from surface waters and stormwater inlets or conveyance and directing wash waters to sediment basins/traps, using filtration devices such as filter bags or sand filters or using similarly effective controls);
  - e. Direct concrete wash water into a leak-proof container or leak-proof settling basin. The container or basin must be designed so that no overflows can occur due to inadequate sizing or precipitation. Hardened concrete wastes must be removed and disposed of in a manner consistent with the handling of other construction wastes. Liquid concrete wastes must be

- removed and disposed of in a manner consistent with the handling of other construction wash waters and shall not be discharged to surface waters;
- f. Minimize the discharge of pollutants from storage, handling, and disposal of construction products, materials, and wastes, including (i) building products such as asphalt sealants, copper flashing, roofing materials, adhesives, concrete admixtures; (ii) pesticides, herbicides, insecticides, fertilizers, and landscape materials; and (iii) construction and domestic wastes such as packaging materials, scrap construction materials, masonry products, timber, pipe and electrical cuttings, plastics, styrofoam, concrete, and other trash or building materials;
  - g. Prevent discharges of fuels, oils, and other petroleum products, hazardous or toxic waste, and sanitary wastes; and
  - h. Address any other discharges from potential pollutant generating activity not addressed above.
6. Describe procedures for providing pollution prevention awareness of all applicable wastes, including any wash water, disposal practices, and applicable disposal locations of such wastes, to personnel in order to comply with the conditions of the GCP.

The information required in Items 1, 2, and 4 can be found in Table 8.1 of this section of the SWPPP.

The information required in Item 3 can be found in Table 8.2 of this section of the SWPPP.

The information required in Items 5 and 6 can be found on the Pollution Prevention Plan Sheet included as a required component of the Site Plan.





Table 8.2 – Authorized Non-stormwater Discharges Anticipated from the Construction Activity or Support Activities

Authorized Non-stormwater Discharges	Anticipated from the Construction Activity or support Activities (check if applicable)
Discharges from firefighting activities	<input type="checkbox"/>
Fire hydrant flushings	<input type="checkbox"/>
Waters used to wash vehicles or equipment where soaps, solvents, or detergents have not been used and the wash water has been filtered, settled, or similarly treated prior to discharge	<input type="checkbox"/>
Water used to control dust that has been filtered, settled, or similarly treated prior to discharge	<input type="checkbox"/>
Potable water sources, including uncontaminated waterline flushings	<input type="checkbox"/>
Routine external building wash down where soaps, solvents, or detergents have not been used and the wash water has been filtered, settled, or similarly treated prior to discharge	<input type="checkbox"/>
Pavement wash waters where spills or leaks of toxic or hazardous materials have not occurred (or where all spilled or leaked material has been removed prior to washing); where soaps, solvents, or detergents have not been used; and where the wash water has been filtered, settled, or similarly treated prior to discharge	<input type="checkbox"/>
Uncontaminated air conditioning or compressor condensate	<input type="checkbox"/>
Uncontaminated ground water or spring water	<input type="checkbox"/>
Foundation or footing drains where flows are not contaminated with process materials such as solvents	<input type="checkbox"/>
Uncontaminated excavation dewatering, including dewatering of trenches and excavations that have been filtered, settled, or similarly treated prior to discharge	<input type="checkbox"/>
Landscape irrigation	<input type="checkbox"/>

**TAB 9**  
**TMDL INFORMATION**

## TOTAL MAXIMUM DAILY LOAD INFORMATION

In accordance with Part II A.5 of the *General VPDES Permit for Discharges of Stormwater from Construction Activities* and Manassas City Code Chapter 58, the SWPPP must:

1. Identify the impaired water(s), approved TMDL(s), pollutants of concern, and exceptional waters identified in 9VAC25-260-30.A.3.c; and
2. Provide clear direction that:
  - a. Permanent or temporary soil stabilization shall be applied to denuded areas within seven days after final grade is reached on any portion of the site;
  - b. Nutrients shall be applied in accordance with manufacturer's recommendations or an approved nutrient management plan and shall not be applied during rainfall events; and
  - c. A modified inspection schedule shall be implemented in accordance with Part I B.4 or Part I B.5 of the *General VPDES Permit for Discharges of Stormwater from Construction Activities*.

The information required by Item 1 can be found in Table 9.1 and 9.2. Please note that no waterbodies in the City of Manassas are identified as exceptional in 9VAC25-260-30.A.3.c.

The information required by Items 2.a and 2.b can be found on the Erosion and Sediment Control plan sheet included as a required component of the Site Plan.

The information required by Item 2.c can be found on the Pollution Prevention Plan Sheet included as a required component of the Site Plan.

**Table 9.1 – Identification of the Impaired Waters the Project Discharges Into**

An address search can be used within the [Virginia DEQ Interactive Map for Rivers \(2022 Final WQA IR Assessment\)](#) to fill out the table below.

Overall Category	Assessment Unit ID	Water Body Name
<i>Example: 3A</i>	<i>Example: VAN-A23R_ZZZ46A00</i>	<i>Example: Lower Bull Run</i>

**Table 9.2 – Identification of the Surface Waters with Applicable TMDL Wasteload Allocations the Project Discharges Into**

An address search can be used within City’s GIS online interactive map to view watershed boundaries.

<https://cityofmanassas.maps.arcgis.com/apps/webappviewer/index.html?id=4f6dc0c4f3c34a4a9050d53bd84c16c4>

Waterbody/Watershed	Pollutants of Concern	Applicable TMDL Wasteload Allocations	Check if the project discharges to the Watershed*
<b>Chesapeake Bay*</b>	Phosphorus Nitrogen Sediment	YES	<input checked="" type="checkbox"/>
<b>Middle Bull Run Watershed</b>	Sediment Escherichia coli (E. coli) PCB	YES	<input type="checkbox"/>
<b>Lower Bull Run Watershed</b>	Sediment Escherichia coli (E. coli)	YES	<input type="checkbox"/>
<b>Lake Jackson-Occoquan River Watershed</b>	Escherichia coli (E. coli)	YES	<input type="checkbox"/>
<b>Rocky Branch-Broad Run Watershed</b>	Escherichia coli (E. coli)	YES	<input type="checkbox"/>

\* The entire City of Manassas is within the Chesapeake Bay Watershed.

**TAB 10**  
**SWPPP AMENDMENTS, MODIFICATIONS AND UPDATES**

## AMENDMENTS, MODIFICATIONS AND UPDATES

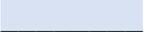
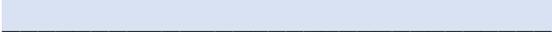
In accordance with Part II B of the *General VPDES Permit for Discharges of Stormwater from Construction Activities*, Virginia Code Section 9VAC25-870-54, and *Manassas City Code Chapter 58 Sections 102-104*:

1. The operator or their designee shall amend the SWPPP whenever there is a change in the design, construction, operation, or maintenance that has a significant effect on the discharge of pollutants to surface waters and that has not been previously addressed in the SWPPP.
2. The SWPPP must be amended if, during inspections or investigations by the operator's qualified personnel, or by local, state, or federal officials, it is determined that the existing control measures are ineffective in minimizing pollutants in discharges from the construction activity. Revisions to the SWPPP shall include additional or modified control measures designed and implemented to correct problems identified. If approval by the VESCP authority, VSMP authority, or department is necessary for the control measure, revisions to the SWPPP shall be completed no later than seven calendar days following approval. Implementation of these additional or modified control measures must be accomplished as described in Section 13.3, part 11.
3. The SWPPP must clearly identify the contractor(s) that will implement and maintain each control measure identified in the SWPPP. The SWPPP shall be amended to identify any new contractor that will implement and maintain a control measure.
4. The operator or their designee shall update the SWPPP no later than seven days following any modification to its implementation. All modifications or updates to the SWPPP shall be noted and shall include the following items;
  - a. A record of dates when:
    - (1) Major grading activities occur;
    - (2) Construction activities temporarily or permanently cease on a portion of the site; and
    - (3) Stabilization measures are initiated.
  - b. Documentation of replaced or modified controls where periodic inspections or other information have indicated that the controls have been used inappropriately or incorrectly and where modified as soon as possible;
  - c. Areas that have reached final stabilization and where no further SWPPP inspection requirements apply;
  - d. All properties that are no longer under the legal control of the operator and the dates on which the operator no longer had legal control over each property;
  - e. The date of any prohibited discharges, the discharge volume released, and what actions were taken to minimize the impact of the release;

- f. Measures taken to prevent the reoccurrence of any prohibited discharge;  
and
  - g. Measures taken to address any evidence identified as a result of an inspection.
5. Amendments, modifications, or updates to the SWPPP shall be signed in accordance with Section 18.10 of this chapter.

**The following Amendment, Modification, and Update Log form must be used to document all amendments, modification, and updates.**

## SWPPP AMENDMENT, MODIFICATION AND UPDATE LOG

Date	Description of Amendment, Modification or Update
	
Responsible Party	
<p><i>"I certify under penalty of law that I have read and understand this document and that this document and all attachments were prepared 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."</i></p>	
	
Operator or Delegated Authority Signature	

**TAB 11**  
**PUBLIC NOTICE, AVAILABILITY AND IMPLEMENTATION**  
**OF THE SWPPP**

## **PUBLIC NOTICE, AVAILABILITY AND IMPLEMENTATION OF THE SWPPP**

In accordance with Part II C of the *General VPDES Permit for Discharges of Stormwater from Construction Activities*”

Upon commencement of land disturbance, the operator shall post conspicuously a copy of the notice of coverage letter near the main entrance of the construction activity. For linear projects, the operator shall post the notice of coverage letter at a publicly accessible location near an active part of the construction project. The operator shall maintain the posted information until termination of general permit coverage.

- Location of Notice of Coverage Letter: \_\_\_\_\_
- Date Notice of Coverage Letter was posted: \_\_\_\_\_

In accordance with Part II D of the *General VPDES Permit for Discharges of Stormwater from Construction Activities*:

Operators with day-to-day operational control over SWPPP implementation shall have a copy of the SWPPP available at a central location on-site for use by those identified as having responsibilities under the SWPPP whenever they are on the construction site.

The operator shall make the SWPPP and all amendments, modifications, and updates available upon request to the department, the VSMP authority, the EPA, the VESCP authority, local government officials, or the operator of a municipal separate storm sewer system receiving discharges from the construction activity. If an on-site location is unavailable to store the SWPPP when no personnel are present, notice of the SWPPP's location must be posted near the main entrance of the construction site.

The operator shall make the SWPPP available for public review in an electronic format or in hard copy. Information for public access to the SWPPP shall be posted and maintained in accordance with Part II C. If not provided electronically, public access to the SWPPP may be arranged upon request at a time and at a publicly accessible location convenient to the operator or his designee but shall be no less than once per month and shall be during normal business hours. Information not required to be contained within the SWPPP by this general permit is not required to be released.

- Location of SWPPP: \_\_\_\_\_

In accordance with Part II E of the *General VPDES Permit for Discharges of Stormwater from Construction Activities*:

The operator shall implement the SWPPP and subsequent amendments, modifications, and updates from commencement of land disturbance until termination of general permit coverage.

All control measures must be properly maintained in effective operating condition in accordance with good engineering practices and, where applicable, manufacturer specifications. If a site inspection identifies a control measure that is not operating effectively, corrective action(s) shall be completed as soon as practicable, but no later than seven days after discovery or a longer period as established by the VSMP authority, to maintain the continued effectiveness of the control measures.

If site inspections identify an existing control measure that needs to be modified or if an additional control measure is necessary for any reason, implementation shall be completed prior to the next anticipated measurable storm event. If implementation prior to the next anticipated measurable storm event is impracticable, then alternative control measures shall be implemented as soon as practicable, but no later than seven days after discovery or a longer period as established by the VSMP authority.

**TAB 12**  
**SWPPP INSPECTIONS**

## SWPPP INSPECTIONS

In accordance with Part I B.4.d and Part II F of the *General VPDES Permit for Discharges of Stormwater from Construction Activities*, Virginia Code Section 9VAC25-870-54, and *Manassas City Code Chapter 58 Sections 102-104*:

1. Personnel responsible for on-site and off-site inspections. Inspections required by this general permit shall be conducted by the qualified personnel identified by the operator in the SWPPP. The operator is responsible for insuring that the qualified personnel conduct the inspection.
2. The applicable SWPPP inspection requirements specified in Part II F 2 shall be amended as follows:
  - a. Inspections shall be conducted at a frequency of (i) at least once every four business days or (ii) at least once every five business days and no later than 48 hours following a measurable storm event. In the event that a measurable storm event occurs when there are more than 48 hours between business days, the inspection shall be conducted on the next business day, and
  - b. Representative inspections used by utility line installation, pipeline construction, or other similar linear construction activities shall inspect all outfalls discharging to surface waters identified as impaired or for which a TMDL wasteload allocation has been established and approved prior to the term of this general permit.
3. Inspection requirements.
  - a. As part of the inspection, the qualified personnel shall:
    - (1) Record the date and time of the inspection and when applicable the date and rainfall amount of the last measurable storm event;
    - (2) Record the information and a description of any discharges occurring at the time of the inspection;
    - (3) Record any land-disturbing activities that have occurred outside of the approved erosion and sediment control plan;
    - (4) Inspect the following for installation in accordance with the approved erosion and sediment control plan, identification of any maintenance needs, and evaluation of effectiveness in minimizing sediment discharge, including whether the control has been inappropriately or incorrectly used:
      - (a) All perimeter erosion and sediment controls, such as silt fence;
      - (b) Soil stockpiles, when applicable, and borrow areas for stabilization or sediment trapping measures;
      - (c) Completed earthen structures, such as dams, dikes, ditches, and diversions for stabilization;

- (d) Cut and fill slopes;
  - (e) Sediment basins and traps, sediment barriers, and other measures installed to control sediment discharge from stormwater;
  - (f) Temporary or permanent channel, flume, or other slope drain structures installed to convey concentrated runoff down cut and fill slopes;
  - (g) Storm inlets that have been made operational to ensure that sediment laden stormwater does not enter without first being filtered or similarly treated; and
  - (h) Construction vehicle access routes that intersect or access paved roads for minimizing sediment tracking;
- (5) Inspect areas that have reached final grade or that will remain dormant for more than 14 days for initiation of stabilization activities;
- (6) Inspect areas that have reached final grade or that will remain dormant for more than 14 days for completion of stabilization activities within seven days of reaching grade or stopping work;
- (7) Inspect for evidence that the approved erosion and sediment control plan, "agreement in lieu of a plan," or erosion and sediment control plan prepared in accordance with department-approved annual standards and specifications has not been properly implemented. This includes but is not limited to:
- (a) Concentrated flows of stormwater in conveyances such as rills, rivulets or channels that have not been filtered, settled, or similarly treated prior to discharge , or evidence thereof;
  - (b) Sediment laden or turbid flows of stormwater that have not been filtered or settled to remove sediments prior to discharge;
  - (c) Sediment deposition in areas that drain to unprotected stormwater inlets or catch basins that discharge to surface waters. Inlets and catch basins with failing sediments controls due to improper installation, lack of maintenance, or inadequate design are considered unprotected;
  - (d) Sediment deposition on any property (including public and private streets) outside of the construction activity covered by this general permit;
  - (e) Required stabilization has not been initiated or completed on portions of the site;
  - (f) Sediment basins without adequate wet or dry storage volume or sediment basins that allow the discharge of stormwater from below the surface of the wet storage portion of the basin;

- (g) Sediment traps without adequate wet or dry storage or sediment traps that allow the discharge of stormwater from below the surface of the wet storage portion of the trap; and
    - (h) Land disturbance outside of the approved area to be disturbed;
  - (8) Inspect pollutant generating activities identified in the pollution prevention plan for the proper implementation, maintenance and effectiveness of the procedures and practices;
  - (9) Identify any pollutant generating activities not identified in the pollution prevention plan; and
  - (10) Identify and document the presence of any evidence of the discharge of pollutants prohibited by this general permit.
- 4. Inspection report. Each inspection report shall include the following items:
  - a. The date and time of the inspection and when applicable, the date and rainfall amount of the last measurable storm event;
  - b. Summarized findings of the inspection;
  - c. The location(s) of prohibited discharges;
  - d. The location(s) of control measures that require maintenance;
  - e. The location(s) of control measures that failed to operate as designed or proved inadequate or inappropriate for a particular location;
  - f. The location(s) where any evidence identified under Part II F 3 a (7) exists;
  - g. The location(s) where any additional control measure is needed that did not exist at the time of inspection;
  - h. A list of corrective actions required (including any changes to the SWPPP that are necessary ) as a result of the inspection or to maintain permit compliance;
  - i. Documentation of any corrective actions required from a previous inspection that have not been implemented; and
  - j. The date and signature of the qualified personnel and the operator or its duly authorized representative.

The inspection report and any actions taken in accordance with Part II must be retained by the operator as part of the SWPPP for at least three years from the date that general permit coverage expires or is terminated. The inspection report shall identify any incidents of noncompliance. Where an inspection report does not identify any incidents of noncompliance, the report shall contain a certification that the construction activity is in compliance with the SWPPP and this general permit. The report shall be signed in accordance with Part III K of this general permit.

## SWPPP INSPECTION REPORT

Project:			
GCP Number:		Notice of Coverage posted? <input type="checkbox"/> YES <input type="checkbox"/> NO	SWPPP available for review? <input type="checkbox"/> YES <input type="checkbox"/> NO

Inspection Date/Time		Inspection Conducted By	
(must be the Qualified Personnel identified in the SWPPP)			

Date of Last Measurable Storm Event		Rainfall Amount		<input type="checkbox"/> Not applicable since inspection frequency is at least once every four business days
-------------------------------------	--	-----------------	--	--

Record the information and a description of any discharges occurring at the time of the inspection	
Record any land-disturbing activities that have occurred outside the approved erosion and sediment control plan	

Inspection requirements:	Have controls been installed in accordance with the approved Site Plan?	Are controls effectively minimizing sediment discharges?	Describe any maintenance needs or other deficiencies that were identified and the location of the deficiencies (e.g. have controls been inappropriately or incorrectly used?)
All perimeter erosion and sediment controls (silt fence, etc.)	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO	
Soil stockpiles and borrow areas (for stabilization or sediment trapping measures)	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO	
Completed earthen structures, such as dams, dikes, ditches, and diversions for stabilization	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO	
Cut and fill slopes	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO	

Sediment basins and traps, sediment barriers, and other measures <i>(installed to control sediment discharges from stormwater)</i>	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO	
Temporary or permanent channels, flumes, or other slope drain structures <i>(installed to convey concentrated runoff down cut and fill slopes)</i>	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO	
Storm inlets <i>(to ensure that sediment laden stormwater does not enter without first being filtered or similarly treated)</i>	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO	
Construction entrances and access routes <i>(for minimizing mud/sediment tracking)</i>	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO	

Have stabilization activities begun on areas that have reached final grade or that will remain dormant for more than 14 days?	<input type="checkbox"/> YES <input type="checkbox"/> NO
Were stabilization activities completed within seven days of reaching final grade or stopping work on areas that have reached final grade or that will remain dormant for more than 14 days?	<input type="checkbox"/> YES <input type="checkbox"/> NO

Inspect for the presence of the following:	Present?	Location
Concentrated flows of stormwater in conveyances <i>(such as rills, rivulets or channels)</i> that have not been filtered, settled, or similarly treated prior to discharge, <i>(or evidence thereof)</i>	<input type="checkbox"/> YES <input type="checkbox"/> NO	
Sediment laden runoff that has not been filtered or settled to remove sediments prior to discharge	<input type="checkbox"/> YES <input type="checkbox"/> NO	
Sediment deposition in areas that drain to unprotected stormwater inlets or catch basins that discharge to surface waters.	<input type="checkbox"/> YES <input type="checkbox"/> NO	
Inlets and catch basins with failing sediment controls due to improper installation, lack of maintenance, or inadequate design	<input type="checkbox"/> YES <input type="checkbox"/> NO	
Sediment deposition on any property <i>(including public and private streets)</i> outside of the construction activity covered by the general permit	<input type="checkbox"/> YES <input type="checkbox"/> NO	
Required stabilization <i>(initiated or completed on portions of the site?)</i>	<input type="checkbox"/> YES <input type="checkbox"/> NO	
Sediment basins/traps without adequate wet or dry storage volume	<input type="checkbox"/> YES <input type="checkbox"/> NO	
Sediment basins where the riser appears to be leaking, water appears to be leaving the basin around the barrel pipe <i>(rather than through it)</i> , or the dewatering device appears to be dewatering basin from below the water surface	<input type="checkbox"/> YES <input type="checkbox"/> NO	
Sediment traps that allow stormwater to discharge from below the surface of the wet storage portion of the trap	<input type="checkbox"/> YES <input type="checkbox"/> NO	
Land disturbance outside of the approved limits of disturbance	<input type="checkbox"/> YES <input type="checkbox"/> NO	

**Inspect the pollution prevention controls associated with the pollutant generating activities identified in the Pollution Prevention Plan**

Inspect the pollution prevention controls associated with the pollution generating activities identified in Table 8.1 of the SWPPP		Have the controls been properly implemented as outlined on the PPP sheet?	Are controls effectively minimizing pollutant discharges?	Describe any maintenance needs or other deficiencies that were identified and the location of the deficiencies (e.g. have controls been inappropriately or incorrectly used)
Clearing, grading or excavating	<input type="checkbox"/> N/A	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO	
Paving operations	<input type="checkbox"/> N/A	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO	
Concrete washout and concrete waste disposal	<input type="checkbox"/> N/A	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO	
Structure construction, stucco, painting or cleaning	<input type="checkbox"/> N/A	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO	
Dewatering operations	<input type="checkbox"/> N/A	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO	
Material delivery and storage	<input type="checkbox"/> N/A	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO	
Material use during building process	<input type="checkbox"/> N/A	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO	
Solid waste disposal	<input type="checkbox"/> N/A	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO	
Sanitary waste disposal ( <i>porta-johns</i> )	<input type="checkbox"/> N/A	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO	
Landscaping operations	<input type="checkbox"/> N/A	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO	
Vehicle Fueling or Maintenance	<input type="checkbox"/> N/A	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO	
Other (describe)		<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO	
Other (describe)		<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO	
Other (describe)		<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO	

Identify the material(s) and document the location or presence of any evidence of pollutant discharges that are not authorized by the general permit	
--	--

Identify the location(s) where any additional control measures are needed that did not exist at the time of the inspection	
--	--

List the corrective actions required ( <i>including any changes to the SWPPP that are necessary</i> ) as a result of the inspection or to maintain permit compliance	
--	--

Document any corrective action(s) required from a previous inspection that have not been implemented	
--	--

"I certify under penalty of law that I have read and understand this document and that this document and all attachments were prepared 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."

Inspector Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Inspector Name: \_\_\_\_\_

Title: \_\_\_\_\_

Operator or Delegated Authority Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Operator or Delegated Authority Name: \_\_\_\_\_

Title: \_\_\_\_\_

**TAB 13**  
**CORRECTIVE ACTIONS**

## CORRECTIVE ACTIONS

In accordance with Part II F.4 of the *General VPDES Permit for Discharges of Stormwater from Construction Activities* Virginia Code Section 9VAC25-870-54, and *Manassas City Code Chapter 58*, documentation of any corrective actions taken be retained by the operator as part of the SWPPP for at least three years from the date that general permit coverage expires or is terminated.

In accordance with Part II G of the *General VPDES Permit for Discharges of Stormwater from Construction Activities*, Virginia Code Section 9VAC25-870-54, and *Manassas City Code Chapter 58 Sections 102-104*:

The operator shall implement the corrective action(s) identified as a result of an inspection as soon as practicable but no later than seven days after discovery or a longer period as approved by the VSMP authority. If approval of a corrective action by a regulatory authority (e.g., VSMP authority, VESCP authority, or the department) is necessary, additional control measures shall be implemented to minimize pollutants in stormwater discharges until such approvals can be obtained.

The operator may be required to remove accumulated sediment deposits located outside of the construction activity covered by this general permit as soon as practicable in order to minimize environmental impacts. The operator shall notify the VSMP authority and the department as well as obtain all applicable federal, state, and local authorizations, approvals, and permits prior to the removal of sediments accumulated in surface waters including wetlands.

**The following Corrective Action Log form must be used to document the implementation of all corrective actions.**

### CORRECTIVE ACTION LOG

Correction Action Identified (Date)	Correction Action Completed (Date)	Description of Corrective Action
<div style="background-color: #e0e0e0; width: 80px; height: 15px; margin: auto;"></div>	<div style="background-color: #e0e0e0; width: 80px; height: 15px; margin: auto;"></div>	<div style="background-color: #e0e0e0; width: 80%; height: 15px; margin: auto;"></div>
Responsible Party		<div style="background-color: #e0e0e0; width: 80%; height: 15px; margin: auto;"></div>
<p><i>"I certify under penalty of law that I have read and understand this document and that this document and all attachments were prepared 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."</i></p>		
		<div style="background-color: #e0e0e0; width: 80%; height: 15px; margin: auto;"></div>
		Operator or Delegated Authority Signature

**TAB 14**  
**SWPPP TERMINATION**

## **GCP TERMINATION**

In accordance with Part I F of the *General VPDES Permit for Discharges of Stormwater from Construction Activities*:

The operator of the construction activity shall submit a notice of termination in accordance with 9VAC25-880-60 to the VSMP authority after one or more of the following conditions have been met:

- a. Necessary permanent control measures included in the SWPPP for the site are in place and functioning effectively and final stabilization has been achieved on all portions of the site for which the operator is responsible. When applicable, long term responsibility and maintenance requirements shall be recorded in the local land records prior to the submission of a notice of termination;
- b. Another operator has assumed control over all areas of the site that have not been finally stabilized and obtained coverage for the ongoing discharge;
- c. Coverage under an alternative VPDES or state permit has been obtained; or
- d. For residential construction only, temporary soil stabilization has been completed and the residence has been transferred to the homeowner.

The notice of termination should be submitted no later than 30 days after one of the above conditions in subdivision 1 of this subsection are met. Authorization to discharge terminates at midnight on the date that the notice of termination is submitted for the conditions set forth in subdivisions 1 b through 1 d of this subsection. Termination of authorizations to discharge for the conditions set forth in subdivision 1 a of this subsection shall be effective upon notification from the department that the provisions of subdivision 1 a of this subsection have been met or 60 days after submittal of the notice of termination, whichever occurs first.

The notice of termination shall be signed in accordance with Part III K of the general permit.

## PERMANENT STORMWATER MANAGEMENT FACILITIES INSTALLED

(information will need to reflect data requirements of online permitting system)

Stormwater Management Facility (Designation/Type)*	_____
Location	<b>City of Manassas</b>
6 <sup>th</sup> Order Hydrologic Unit Code**	<input type="checkbox"/> PL34 - Broad Run-Rocky Branch <input type="checkbox"/> PL41 - Occoquan River-Occoquan Reservoir-Lake Jackson <input type="checkbox"/> PL44 - Middle Bull Run <input type="checkbox"/> PL46 - Lower Bull Run
Waterbody the SWM Facility discharges to**	_____
Drainage Area Served	_____ acres
Impervious Area Served	_____ acres
Managed Turf Area Served	_____ acres

\* Must be one of the approved facilities listed as part of the Virginia Stormwater Best Management Practice Clearinghouse <https://swbmp.vwrrc.vt.edu/>

\*\* An address search can be used within City's GIS online interactive map to view streams and watershed boundaries.  
<https://cityofmanassas.maps.arcgis.com/apps/webappviewer/index.html?id=888debaf628b49a0b46f03c11b6df939>

**TAB 15**  
**REGISTRATION STATEMENT FOR THE PROJECT**

Insert registration statement under this tab.

**TAB 16**  
**NOTICE OF COVERAGE FOR THE PROJECT**

Insert Notice of Coverage letter under this tab.

**TAB 17**  
**GENERAL VPDES PERMIT FOR DISCHARGES OF**  
**STORMWATER FROM CONSTRUCTION ACTIVITIES**  
**(CGP)**

Insert Stormwater CGP under this tab.

**TAB 18**  
**NOTICE OF TERMINATION FOR GENERAL VPDES**  
**PERMIT FOR THE PROJECT**

Insert Notice of Termination for General VPDES Permit under this tab at time of project termination.

**TAB 19**  
**CGP TRANSFER AGREEMENT FORM**

Insert CGP Transfer Agreement Form when applicable.

**TAB 20**  
**DEVELOPER / CONSTRUCTION OPERATOR BMP**  
**CHECKLIST AND CERTIFICATION**

Insert Developer / Construction Operator BMP Checklist and Certification under  
this tab.

**TAB 21**  
**RECORD OF LAND-DISTURBING ACTIVITIES**

