

## SWPPP Preconstruction Submittal and Review Checklist

Name of Development:

Submittal Date:

Developer:

Phone:

Responsible Contact:

Phone:

Reviewed by \_\_\_\_\_ City (date): (name):

The following items shall be included on the SWPPP. **Check the spaces below indicating that each item is included or is not applicable, and then submit this form to \_\_\_\_\_ City with the SWPPP.** Heading numbers correspond to sections in the Utah SWPPP Template. References are given from the Construction General Permit (primarily sections 2 and 7).

### Included N/A SWPPP Requirement

#### 1.1 – Storm Water Team

- |                          |                          |  |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Storm Water Team by name or position – 7.2.1         |
| <input type="checkbox"/> | <input type="checkbox"/> | Role or responsibilities of each team member – 7.2.1 |

#### 2.2 - Nature of Construction Activity

- |                          |                          |                                       |
|--------------------------|--------------------------|---------------------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | Nature of activity or project – 7.2.2 |
|--------------------------|--------------------------|---------------------------------------|

#### 2.3 - Construction Site Estimates

- |                          |                          |   |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Total area of site, area to be disturbed during course of the project – 7.2.2 |
| <input type="checkbox"/> | <input type="checkbox"/> | Maximum area to be disturbed at one time – 7.2.2                              |

#### 2.4 – Soils, Slopes, Vegetation, and Current Drainage Patterns

- |                          |                          |  |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Provide the range of soil particle sizes expected on the site – 2.1.1.b.ii.3 |
| <input type="checkbox"/> | <input type="checkbox"/> | Slopes and Drainage Patterns – 7.2.5.d                                       |

#### 2.5 – Emergency Related Projects – If Applicable

- |                          |                          |  |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | State the cause of the public emergency – 7.2.3  |
| <input type="checkbox"/> | <input type="checkbox"/> | Provide a description of the construction necessary to reestablish public services – 7.2.3 |

#### 2.6 – Phase/Sequence of Construction Activity

- |                          |                          |   |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Intended sequence of activities – 7.2.4                                       |
| <input type="checkbox"/> | <input type="checkbox"/> | Start date and duration of storm water control measure installation – 7.2.4.a |
| <input type="checkbox"/> | <input type="checkbox"/> | Commencement and duration of earth-disturbing activities – 7.2.4.b            |
| <input type="checkbox"/> | <input type="checkbox"/> | Cessation, temporarily or permanently, of construction activities – 7.2.4.c   |
| <input type="checkbox"/> | <input type="checkbox"/> | Final or temporary stabilization of exposed soils – 7.2.4.d                   |
| <input type="checkbox"/> | <input type="checkbox"/> | Removal of temporary storm water control measures – 7.2.4.e                   |

#### 2.7 – Site Features and Sensitive Areas to be Protected

- Describe any unique features to be preserved or protected – 7.2.5.b

2.8 – Maps

- Site Maps – 7.2.5
- Direction of storm water flow and approximate slopes – 7.2.5.d
- Areas and timing of soil disturbance – 7.2.5.a.i
- Natural features to be preserved – 7.2.5.c
- Locations of major structural and non-structural BMPs – 7.2.5.g
- Locations of off-site material, waste, borrow or equipment – 7.2.5.a.vii
- Locations of all waters of the US including wetlands – 7.2.5.b
- Locations where storm water discharges to a surface water – 7.2.5.e.ii
- Locations of storm drain inlets – 7.2.5.e.i
- Locations of stockpiles – 7.2.5.a.iii
- Construction site exits – 7.2.5.a.v
- Locations of structures and impervious surfaces post-construction – 7.2.5.a.vi
- Locations of potential pollutant-generating activities – 7.2.5.f
- Locations where chemicals will be stored and used – 7.2.5.h

3.1 – Potential Sources of Pollution

- Potential sources of sediment – 7.2.5.f, 7.2.6
- Activity(ies)
- Control measure(s) to be used
- Timing
- Installation details
- Anticipated maintenance requirements

3.2 – Non-Storm Water Discharges

- Identify all sources of allowable non-storm water discharges – 7.2.7
- Describe management practices for non-storm water discharges
- Control measure(s) to be used
- Timing
- Installation details
- Anticipated maintenance requirements

3.3 – Buffer Documentation

- Is there a surface water within 50 feet of your construction activities? – 7.2.8
- Description of measures taken to protect buffer or equivalent buffer
- Control measure(s) to be used
- Timing
- Installation details
- Anticipated maintenance requirements
- Buffer exceptions?

4.1 – Minimize Disturbed Areas and Protect Natural Features and Soil

- Identify areas that are not to be disturbed – 2.1.1.a

4.2 – Establish Perimeter Controls and Sediment Barriers

- Describe BMPs to be used to control sediment – 7.2.9.ii
- Control measure(s) to be used
- Timing
- Installation details
- Anticipated maintenance requirements

4.3 – Retain Sediment on Site

- Describe BMPs to be used to control sediment – 7.2.9.ii
- Control measure(s) to be used
- Timing
- Installation details
- Anticipated maintenance requirements

4.4 – Establish Stabilized Construction Exits

- Describe BMPs to be used to stabilize construction exits – 7.2.9.iii; 2.1.2.c
- Control measure(s) to be used
- Timing
- Installation details
- Anticipated maintenance requirements

4.5 – Protect Slopes

- Describe BMPs to be used to protect slopes – 2.1.2.e.i; 2.1.3.a
- Control measure(s) to be used
- Timing
- Installation details
- Anticipated maintenance requirements

4.6 – Stockpiled Sediment or Soil

- Describe BMPs to be used to protect/contain stockpiled sediment or soils – 2.1.2.d
- Control measure(s) to be used
- Timing
- Installation details
- Anticipated maintenance requirements

4.7 – Minimize Dust

- Describe BMPs to be used to control dust – 2.1.2.e
- Control measure(s) to be used
- Timing
- Installation details
- Anticipated maintenance requirements

4.8 – Topsoil

- Describe BMPs to be used to preserve topsoil – 2.1.2.f
- Control measure(s) to be used

- Timing
- Installation details
- Anticipated maintenance requirements

4.9 – Soil Compaction

- Describe BMPs to be used to minimize soil compaction – 2.1.2.g
- Restrict vehicle/equipment use – 2.1.2.g.i
- Use soil conditioning techniques – 2.1.2.g.ii

4.10 – High Altitudes/Heavy Snows

- Describe BMPs to be used to control snow melt – 2.1.2.i
- Control measure(s) to be used
- Timing
- Installation details
- Anticipated maintenance requirements
- List dates when snow is expected

4.11 – Linear Activities

- Describe BMPs to be used on linear projects where conventional methods don't apply – 2.1.2.b.i
- Describe why you believe that perimeter controls are impractical
- List Control measure(s) to be used instead
- Timing
- Installation details
- Anticipated maintenance requirements

4.12 – Chemical Treatment

- Describe BMPs to be used to handle chemical treatments – 2.1.3.c and 7.2.9.b
- Control measure(s) to be used
- Timing
- Installation details
- Anticipated maintenance requirements
- List all soil types where chemicals will be applied
- List all treatment chemicals that will be used
- List dosages for each chemical and how dosages will be regulated
- Provide information from any applicable Material Safety Data Sheets (MSDS)
- Describe how chemicals will be stored
- Include copies of applicable manufacturer's specifications regarding chemical use
- Include DWQ authorization if using cationic treatment chemicals
- Provide schematic drawings of any chemically- enhance storm water controls
- Describe personnel training that applies to chemical use

4.13 – Stabilize Soils

- Describe BMPs to be used to either temporarily or permanently stabilize soils – 2.2 and 7.2.9.c
- Control measure(s) to be used
- Timing
- Installation details

- Anticipated maintenance requirements
- Describe BMPs to be used to control dust – 2.1.2.e

4.14 – Final Stabilization

- Describe BMPs to be used to achieve final stabilization – 2.2.2
- Control measure(s) to be used
- Timing
- Installation details
- Anticipated maintenance requirements

5 – Pollution Prevention

- Describe BMPs to be used to achieve final stabilization – 2.3
- Control measure(s) to be used
- Timing
- Installation details
- Anticipated maintenance requirements

5.1 – Spill Prevention and Response

- Describe the Spill Prevention and Response Plan – 2.3.4
- Control measure(s) to be used
- Timing
- Installation details
- Anticipated maintenance requirements

5.2 – Construction and Domestic Waste

- Describe BMPs to handle construction and domestic waste – 2.3.3.c.v
- Control measure(s) to be used
- Timing
- Installation details
- Anticipated maintenance requirements

5.3 – Washing of Applicators and Containers used for Concrete, Paint or Other Materials

- Describe BMPs used to cleanup or washout concrete and paint equipment – 2.3.3.d
- Control measure(s) to be used
- Timing
- Installation details
- Anticipated maintenance requirements

5.4 – Establish Proper Building Material Staging Areas

- Describe BMPs to be used to properly handle and store building materials – 2.3.3.c.i
- Control measure(s) to be used
- Timing
- Installation details
- Anticipated maintenance requirements

### 5.5 – Establish Proper Equipment/Vehicle Fueling and Maintenance Practices

- |                          |                          |  |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Describe BMPs to be used to eliminate the discharge of fuels – 2.3.3.a |
| <input type="checkbox"/> | <input type="checkbox"/> | Control measure(s) to be used  |
| <input type="checkbox"/> | <input type="checkbox"/> | Timing   |
| <input type="checkbox"/> | <input type="checkbox"/> | Installation details   |
| <input type="checkbox"/> | <input type="checkbox"/> | Anticipated maintenance requirements                                   |

### 5.6 – Control Equipment/Vehicle Washing

- |                          |                          |   |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Describe BMPs to be used to minimize the discharge of pollutants from equipment and vehicle washing – 2.3.3.b |
| <input type="checkbox"/> | <input type="checkbox"/> | Control measure(s) to be used   |
| <input type="checkbox"/> | <input type="checkbox"/> | Timing  |
| <input type="checkbox"/> | <input type="checkbox"/> | Installation details  |
| <input type="checkbox"/> | <input type="checkbox"/> | Anticipated maintenance requirements  |

### 5.7 – Pesticides, Herbicides, Insecticides, Fertilizers, and Landscape Materials

- |                          |                          |  |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Describe BMPs to be used to achieve final stabilization – 2.3.3.c.ii |
| <input type="checkbox"/> | <input type="checkbox"/> | Control measure(s) to be used  |
| <input type="checkbox"/> | <input type="checkbox"/> | Timing   |
| <input type="checkbox"/> | <input type="checkbox"/> | Installation details   |
| <input type="checkbox"/> | <input type="checkbox"/> | Anticipated maintenance requirements                                 |

### 5.8 – Other Pollution Prevention Practices

- |                          |                          |  |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Describe BMPs to be used to achieve final stabilization – 2.3.3.c.iv, 2.3.3.c.vi |
| <input type="checkbox"/> | <input type="checkbox"/> | Control measure(s) to be used  |
| <input type="checkbox"/> | <input type="checkbox"/> | Timing   |
| <input type="checkbox"/> | <input type="checkbox"/> | Installation details   |
| <input type="checkbox"/> | <input type="checkbox"/> | Anticipated maintenance requirements   |

### 6 - Inspections

- |                          |                          |  |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Inspection requirements – Section 4  |
| <input type="checkbox"/> | <input type="checkbox"/> | Qualifications of the inspector – 4.1.1  |
| <input type="checkbox"/> | <input type="checkbox"/> | Inspection Schedule and Procedures – 4.1.2   |
| <input type="checkbox"/> | <input type="checkbox"/> | Inspection report forms – 4.1.7.a  |
| <input type="checkbox"/> | <input type="checkbox"/> | Inspection date – 4.1.7.a.i  |
| <input type="checkbox"/> | <input type="checkbox"/> | UPDES CGP Tracking Number – 4.1.7.a.ii   |
| <input type="checkbox"/> | <input type="checkbox"/> | Name, title and qualifications of inspector – 4.1.7.a.iii  |
| <input type="checkbox"/> | <input type="checkbox"/> | Inspection Findings – 4.1.7.a.iv   |
| <input type="checkbox"/> | <input type="checkbox"/> | Any corrective actions that may be required, including changes that need to be made to the SWPPP – with implementation dates – Section 5 |
| <input type="checkbox"/> | <input type="checkbox"/> | Requirements to keep records as part of SWPPP for at least 5 years – 4.1.7.c   |
| <input type="checkbox"/> | <input type="checkbox"/> | Delegation of Authority documentation as applicable – Appendix F – 1.1.1   |

### 7 – Training and Recordkeeping

- |                          |                          |  |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Documentation of training or training log – 7.2.12 |
|--------------------------|--------------------------|--|

- SWPPP Modification log – 7.4.3
- Log of rainfall events measuring 0.5 inches or greater – 4.1.2.b; 4.1.7
- Corrective Action log – 5.4.3

8 – Water Quality

- Show the location and describe any UIC Class 5 Injection Wells – 7.2.13
- Show the location and describe the nature of all discharges into surface waters within the project boundary – 7.2.5.a.iv
- Identify Receiving Waters – 1.6
- Identify and document any discharges to impaired waters – 3.2
- Describe any dewatering practices and include permits as necessary – 1.3.5, 2.1.3.d
- Describe any BMPs used to control storm water flowing onto or through the project – 2.1.1.b.i
- Describe any Storm Water Inlet BMPs – 2.1.2.h

9 – Post Construction BMPs

- Describe all Post-construction BMPs to be installed during construction –
- Control measure(s) to be used
- Timing
- Installation details
- Anticipated maintenance requirements

10 – Certification/Signatory Requirements

- Is the SWPPP signed and certified?

Appendices

- Maps – 7.2.5
- Copy of the current General Permit for Construction Activities – 7.2.16.b

Other

- Any requested variance of Permit requirements

This document and attachments must be maintained by the MS4 for a period of five years or until construction is completed, whichever is longer. (4.2.4.3)