

# Storm Water Pollution Prevention Plan (SWP3)



- ✓ Checklist for
- ✓ Construction
- ✓ Sites



# Storm Water Pollution Prevention Plan (SWP3) Checklist for Construction Sites

## General Requirements:

A SWP3 must be developed **before** the Notice of Intent (NOI) is submitted. The NOI must be submitted at least 45 days prior to the start of any construction activity. The developer must notify the local governmental entity approving local sediment and erosion plans, grading plans or storm water management plans that an NOI has been filed and must post a copy of the NOI and Ohio EPA Director's acceptance letter on site. The SWP3 must be retained on-site at all times during construction activity.

## Minimum Standards:

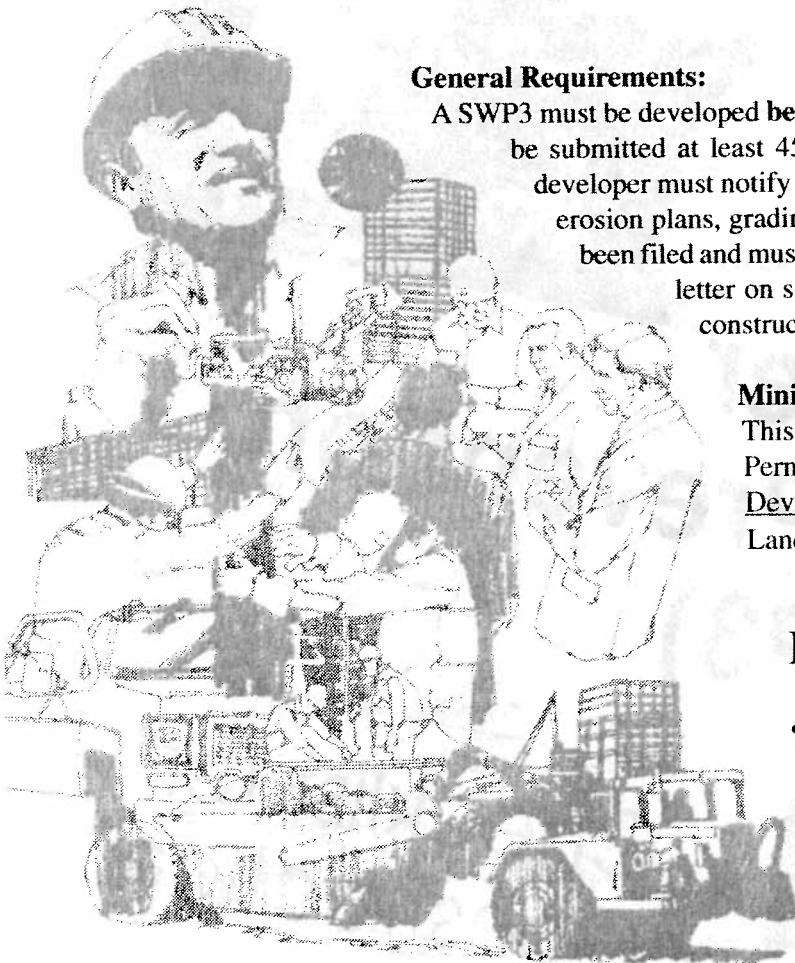
This plan must address all minimum components of the NPDES Permit and conform to the specifications of Rain Water and Land Development, Ohio's Standards for Stormwater Management Land Development and Urban Stream Protection.

## Essential Components

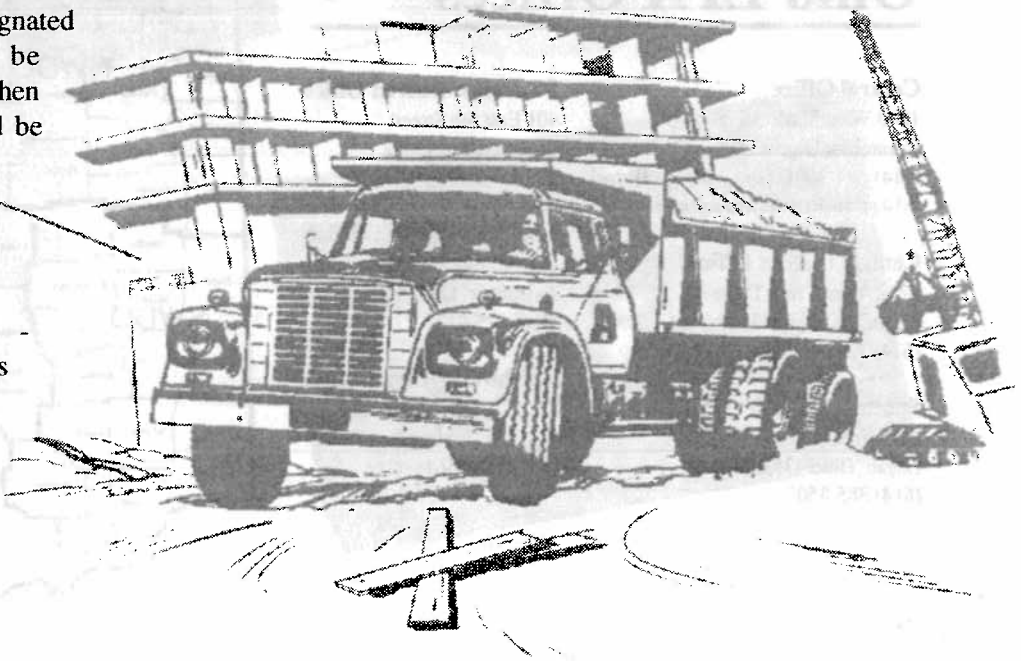
- **Vicinity Map** - Location map showing site in relation to surrounding area. Clearly indicate location of receiving streams/surface waters.
- **Clearing and Grading Plan** - Indicate the limits and show acreage of earth disturbing activity. Show borrow, spoil and topsoil stockpile areas. Include before and after contours with appropriate contour intervals. Delineate

drainage watersheds, 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 acreage of individual phases if applicable. Also include a narrative describing the overall sediment and erosion control scheme for this site.
- **Soils Information** - Show locations of bedrock, unstable or highly erodible soils as determined by the local county soil survey and/or soil tests. Soil surveys are available from the local Soil and Water Conservation District. 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 waters will be discharging into a municipal separate storm sewer system or into a storm water management structure such as a detention basin which is off the site, clearly indicate this on the plans.
- **Site Development** - Show locations of all 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 implemented within 7 days of first grubbing. All sediment control structures must remain functional until upland areas are stabilized.



- **Location of Practices** - Show locations of all erosion and sediment controls and storm water management practices. Water ponding facilities should be drawn to scale, with their volumes and 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 contractors. Included should be outlet structures for retention or detention facilities and any special modification 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 45 days or longer be stabilized within 7 days of last activity. Velocity dissipation devices should be placed at the outfall of all detention or retention structures and along the length of any outfall channel as necessary to provide a non-erosive flow velocity from the structure to a water course. As recommended in the NRCS handbook, erosion control blankets and matting should be used to stabilize channels where the flow velocity is greater than 3.5 ft./sec, on steep slopes, on highly erosive soils and on areas slow to establish a vegetative cover.
- **Special Notes for Critical Areas** - Include pertinent information regarding streambank stabilization, riparian corridors, buffer areas, stream restoration plans and wetland areas.
- **Maintenance and Inspections** - Provide notes and information regarding maintenance of each practice to assure continued performance. The NPDES permit requires that sediment and erosion controls be inspected once every 7 days and within 24 hours of 0.5" or greater rainfall. A written log of these inspections must become part of the SWP3. This log should indicate the date of inspection, name of inspector, weather conditions, observations, actions taken to correct any problems and the date action was taken.
- **Storm Water Runoff Considerations and Post-Construction BMPs** - Show the pre- and post-construction runoff coefficients including method used to calculate runoff. Include a narrative describing post-construction storm water management BMPs such as detention basins, grassed filter strips or wetlands and show the locations of all such storm water management facilities. Include vegetation to remain (trees, buffer areas, etc.).
- **Location and Volume of Sediment Ponds** - These calculations should 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 sediments must have a volume of 67 cubic yards per acre of total drainage area to the pond (not disturbed area). Although there is no stipulated standard, trapping efficiency should be at least 75%.
- **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 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 wastewater can be collected and disposed of properly when they harden. 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.
- **Off-Site Sediment Tracking** - Minimize such tracking of sediments by vehicles by installing gravel construction entrances and conducting scheduled sweeping/good housekeeping activities.



## A Note About Sublots

For developments with sublots, NPDES permit coverage must be maintained on the lot until it reaches final stabilization.

- If the developer decides to build structures within the development or opts to maintain permit responsibility on lots where structures are being built, a detail drawing of a typical subplot showing standard BMPs with notes specifying measures for critical areas must be included in the SWP3.
- If a developer opts to parcel off permit responsibility to the new lot owner once the lot is sold, the new lot owner must submit an Individual Lot Notice of Intent at least 7 days prior to initiating construction. The developer must allow the new owner access to the developer's SWP3. The new owner then must maintain and/or install any lot specific sediment controls and develop a site map indicating the location of BMPs. Thus, the new lot owner is now responsible for complying with the NPDES permit on his or her lot.

## A Note About Final Stabilization

Once a site reaches final stabilization, a permittee must file a Notice of Termination (NOT). A NOT is to be filed when all of the following criteria are met on all disturbed areas within the development for which the NOI has been filed:

- (1) A perennial, vegetative cover (or other comparable permanent stabilization practice) has grown to a 70% density throughout the entire disturbed area.
- (2) All temporary sediment and erosion controls have been removed and disposed of properly.
- (3) All trapped sediment has been permanently stabilized to prevent further erosion.
- (4) All construction activities have ceased.

The NOT is to be filed within 45 days of when a site reaches final stabilization.

## Ohio EPA Offices

### Central Office

1800 WaterMark Drive  
Columbus, Ohio 43215-1099  
(614) 644-2001 (Div. Surface Water)  
(614) 644-3020 (General number)

### Central District Office

3232 Alum Creek Drive  
Columbus, Ohio 43207-3461  
(614) 728-3778

### Southeast District Office

2195 Front Street  
Logan, Ohio 43138  
(614) 385-8501

### Southwest District Office

401 East 5th Street  
Dayton, Ohio 45402  
(513) 285-6357

### Northeast District Office

2110 E. Aurora Road  
Twinsburg, Ohio 44087  
(216) 425-9171

### Northwest District Office

347 N. Dunbridge Road  
Bowling Green, Ohio 43402  
(419) 352-8461

