

St. Joseph Stormwater Program

Stormwater Pollution Prevention Plan (SWPPP)

For Land Disturbance Projects Disturbing One (1) or More Acres

SWPPP TEMPLATE INSTRUCTIONS

This electronic SWPPP template can guide you through the SWPPP development process and help ensure that your SWPPP addresses all the necessary elements stated in the Missouri State General Permit and City of St. Joseph regulations. Customize this template based on your site requirements.

SWPPP OBJECTIVES

- Stabilize the site as soon as possible
- Protect slopes and channels
- Reduce impervious surfaces to promote infiltration
- Control the perimeter of the site to prevent runoff
- Protect receiving waterbodies
- Follow pollution prevention measures
- Minimize the area disturbed and cover up bare soil

REMINDER

- The SWPPP must remain on site until the site has been closed out.
- A copy of the permit and/or Notice of Intent (NOI) needs to be attached to the SWPPP.
- Modifications and updates to Best Management Practices (BMPs) or drainage areas on the project site
 - should be recorded in or attached to the SWPPP.
- Any additional Federal, State, or Local permits must be attached to the SWPPP.
- The SWPPP, as well as all supporting documentation (permits, inspection reports, addendums, to the
 - SWPPP, location map, site plan, NOI/NOT etc.), must be retained for three (3) years.
- SWPPP's are living documents and should be updated during the course of the construction process. The goal of the SWPPP is to keep sediment on the project sites and assure water quality standards. If BMPs or procedures are not attaining this goal, then the SWPPP may be changed or updated in order to better address specific conditions.

** This template was made with the aid of the EPA's *Developing Your Stormwater Pollution Prevention Plan: A Guide for Construction Sites*, the *City of Springfield, Missouri Stormwater Pollution Prevention Plan*, and the Missouri Department of Natural Resources' *Missouri State Operating Permit MO-RA (Rev. 2017)*.

TITLE PAGE

STORMWATER POLLUTION PREVENTION PLAN FOR

Project Name:

Project Location/Address

(Note: legal description of property must be attached or shown on site plan):

City/State/Zip:

Project Site Telephone Number (if applicable):

Parcel Number:

PREPARED FOR

Project Property Owner's Name:

Address:

City:

State:

Zip:

Phone:

Email:

PREPARED BY

Consulting Company:

Consultant's Name:

Address:

City:

State:

Zip:

Phone:

Email:

SWPPP Preparation Date:

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SECTION 1. SITE EVALUATION, ASSESSMENT, & PLANNING

1.1 PROJECT/SITE INFORMATION

Project/Site Name:

Project Street/Location:

City: _____ State: _____ Zip: _____

County or Similar Subdivision:

Latitude/Longitude:

Latitude: ____° ____' ____" Longitude: ____° ____' ____"

State Operating Permit Number MORA _____

Nature of the construction activity:

- Residential/Subdivision
- Commercial/Industrial
- Roadway/Utility/Linear project
- Grading or site preparation

1.2 CONSTRUCTION SITE ESTIMATES

Instructions:

- Estimate the area to be disturbed by excavation, grading, or other construction activities, including dedicated off-site borrow and fill areas.
- Calculate the percentage of impervious surface area before and after construction.
- Calculate the runoff coefficients before and after construction.

Total Site Area _____ acres

Estimated Area to be disturbed by all activities: _____ acres

Percentage impervious surface prior to development: _____%

Runoff Coefficient prior to development: _____

Percentage impervious surface after development: _____%

Runoff Coefficient after development: _____

1.3 SOILS, SLOPES, VEGETATION AND CURRENT DRAINAGE PATTERNS

Instructions:

- Describe the existing soil conditions at the construction site including soil types, slopes and slope lengths, drainage patterns, and other topographical features that might affect erosion and sediment control.
- Note any historic site contamination evident from existing site features and known past usage of the site.

Soil Type(s):

<https://websoilsurvey.sc.egov.usda.gov/App/HomePage.htm>

Slopes (describe current slopes and note any changes due to grading or fill activities):

*slopes for the disturbed areas must be defined in this SWPPP.

Drainage Patterns (describe current drainage patterns and note any changes due to grading or fill activities):

Fill and Hauling: Will off-site dirt and fill materials be hauled to this site? If yes, describe the amount to be hauled, the borrow location, and the route.

Existing Vegetation and preservation areas:

Other:

1.4 RECEIVING WATERS

Instructions:

- List the waterbody(s) that would receive stormwater from your site, including streams, rivers, lakes, coastal waters, and wetlands. Describe each as clearly as possible, such as Mill Creek, a tributary to the Potomac River, and so on.
- Indicate the location of all waters, including wetlands, on the site map.
- Note any stream crossings, if applicable.
- List the storm sewer system or drainage system that stormwater from your site could discharge to and the waterbody(s) that it ultimately discharges to.
- If any of the waterbodies above are impaired and/or subject to Total Maximum Daily Loads (TMDLs), please list the pollutants causing the impairment and any specific requirements in the TMDL(s) that are applicable to construction sites. Your SWPPP should specifically include measures to prevent the discharge of these pollutants.

Name of Watershed:

Receiving Waterbody:

Class:

Distance from project outfall to receiving water: _____ feet Type of outfall:

How will velocity be reduced at the outfall?

Description of storm sewer/drainage system:

Will work be done in a Jurisdictional stream or creek? Yes No

If so, what steps will be taken to address the impact of construction?

NOTE: Include a copy of the 404/401 Permit or Nationwide Permit in section 6

1.5 SITE FEATURES AND SENSITIVE AREAS TO BE PROTECTED

Instructions:

- Describe unique site features including streams, stream buffers, wetlands, specimen trees, natural vegetation, steep slopes, or highly erodible soils that are to be preserved.
- Describe measures to protect these features.
- Include these features and areas on your site maps.
- **NOTE:** If you have any environmentally sensitive areas on your site pertaining to wetlands, caves, or sinkholes, please keep the following in mind. These requirements can be found in Section 4.7 of the proposed City of St. Joseph Stormwater Ordinance.

Environmentally sensitive areas on or near the project? Yes No

If yes, describe of environmentally sensitive area:

Steps taken to address the impact of construction:

STREAM BUFFER MEASUREMENTS – MDNR requires a 50 ft. buffer of undisturbed natural vegetation between the disturbed portion of the site and surface water.

Will there be any stream buffer delineations on site? Yes No

DNR Buffer Requirement (50 ft. min.) is met on this site.

1.6 ENDANGERED SPECIES CERTIFICATION

Instructions:

- Before beginning construction, determine whether endangered or threatened species or their critical habitats are on or near your site.
- Adapt this section as needed for state or tribal endangered species requirements and, if applicable, document any measures deemed necessary to protect endangered or threatened species or their critical habitats.

Endangered or threatened species/critical habitats on or near the project? Yes No

Description of species and/or critical habitat:

1.7 HISTORIC PRESERVATION

Instructions:

- Before you begin construction, you should review federal and any applicable state, local, or tribal historic preservation laws and determine if there are historic sites on or near your project. If so, you might need to make adjustments to your construction plans or to your stormwater controls to ensure that these historic sites are not damaged.

Historic Sites on or near the project? Yes No

Description of species and/or critical habitat:

1.8 APPLICABLE LOCAL PROGRAMS

Instructions:

- Note other applicable federal, tribal, state or local soil and erosion control and stormwater management requirements that apply to your construction site.

This project falls under the jurisdiction of the City of St. Joseph Land Disturbance Requirements. The city requires an on-site Pre-construction meeting, scheduled once perimeter controls, DNR signage and construction entrance are installed. Call 816-271-4689 to schedule the Pre-con.

1.9 MAPS

Attach an 8.5" x 11" (or larger) location map with enough detail to identify the location of the construction site, direction of stormwater flow, receiving waters within one (1) mile of the site, locations of off-site material, waste, borrow, and equipment storage areas, surface waters and wetlands, stormwater discharge locations, and map section, township, and range as required by MDNR).

Site maps should show the construction activities and stormwater management practices for each major phase of construction (e.g., initial grading, infrastructure, construction, and stabilization). Site maps should identify the following features:

- Stormwater flow and discharges
- Areas and features to be protected
- Disturbed areas (locations and timing of activities)
- Clearing limits
- Identify locations of structural and non-structural BMPs
- Identify locations of Post-construction BMPs
- Areas of stabilization
- Indicate locations of material, waste, borrow, or equipment storage

The site map should show changes that have been made to the construction site, BMPs and stabilization methods as the site progresses. The Missouri State Operating Permit requires that the

SWPPP and site map be kept up to date, so mark up the site map with the locations and dates of any changes being made. Also include the current locations of the following:

- Portable toilets
- Material storage, vehicle and equipment fueling and maintenance areas
- Concrete, paint and stucco washouts
- Dumpster containers
- Spill kits
- Stockpiles
- Any other non-structural non-stormwater BMPs, temporarily removed structural BMPs or changes to the structural BMPs
- Environmentally Sensitive Areas
- Stream Buffers

SECTION 2. EROSION AND SEDIMENT CONTROL BMPs

2.1 MINIMIZE DISTURBED AREA AND PROTECT NATURAL FEATURES AND SOIL

Instructions:

- Describe the areas that will be disturbed with each phase of construction and the methods (e.g., signs, fences) that you will use to protect those areas that should not be disturbed. Describe natural features identified earlier and how each will be protected during construction activity. Also describe how topsoil will be preserved. Include these areas and associated BMPs on your site map(s) also.
- Include inspection and maintenance schedules as appropriate and staff responsible for maintenance.

2.2 NATURE AND SEQUENCE OF CONSTRUCTION ACTIVITIES

Instructions:

- Briefly describe the nature of the construction activity and approximate time frames (one or more paragraphs, depending on the complexity of the project). **See example below.**
 - Call for utility locates within 10 days of the project start date
 - Install job board and DNR permit within view of the main road
 - Install construction entrance and perimeter controls
 - Install construction fencing to protect trees, streams, wetlands and other preservation areas
 - Install inlet protection on project site, and downstream of project.
 - Prepare contractor parking and staging area
 - Begin mass site grading
 - Install temporary sediment basins and sediment traps
 - Install protection for soil stockpiles, and concrete washout
 - Complete parking lot paving and sidewalk construction
 - Clean out all temporary sediment basins to establish final grade for permanent detention
 - Spread 4" of topsoil on surface of vegetative area and immediately sod, roll, fertilize and water
 - Complete project landscaping in accordance with project landscaping plans
 - Reseed and address erosional areas as needed.
 - Finalize and terminate MDNR and Local Land Disturbance Permits

2.3 PHASE CONSTRUCTION ACTIVITY

Instructions:

- Describe the intended construction sequencing and timing of major activities, including any opportunities for phasing grading and stabilization activities to minimize the overall amount of disturbed soil that will be subject to potential erosion at one time.
- Describe opportunities for timing grading and stabilization so that all or a majority of the soil

disturbance occurs during a time of year with less erosion potential (i.e., during the dry or less windy season).

- It might be useful to develop a separate, detailed site map for each phase of construction.

GENERAL SEQUENCE OF CONSTRUCTION (attach additional sheets if necessary):

IMPORTANT RECORDED DATES - to be filled in during construction activities:

Major grading activities begin and end (dates):

Construction temporarily or permanently ceased (dates):

Stabilization measures initiated (dates):

For soil disturbing activities that have been TEMPORARILY ceased on any portion of the site and will not resume for a period exceeding 14 calendar days:

1. BMPs must be constructed to establish interim stabilization
2. Stabilization must be initiated immediately and completed within 14 calendar days.
3. If the exposed slope is greater than 3:1 or greater than 3% and greater than 150 feet in length, then interim stabilization must be established within seven days of ceasing operations on that part of the site.

For soil disturbing activities that have been PERMANENTLY ceased on any portion of the site, final stabilization of disturbed areas must be initiated immediately and completed within 14 calendar days.

SEQUENCE OF CONSTRUCTION: *The General Contractor **must** complete the following sequence of construction for land disturbance before approval will be given. Under Item, please list the land disturbance items for which contractors are to be used (i.e. grading, storm sewer,*

paving, sanitary sewer, curb & gutter, erosion and sediment controls, water, etc.).

ITEM

SUBCONTRACTOR

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

2.4 LOG OF CHANGES TO THE SWPPP

Instructions:

- Create a log here, or as an attachment, of changes and updates to the SWPPP. You should include additions of new BMPs, replacement of failed BMPs, significant changes in the activities or their timing on the project, changes in personnel, changes in inspection and maintenance procedures, updates to site maps, and so on.

2.5 Temporary Structural BMPs

Instructions:

- Temporary BMPs should be designed to capture or treat a 2-year, 24-hour storm event.
- Describe temporary structural practices (e.g., silt fence, fiber rolls, sediment traps, pipe slope drains, inlet protection, etc.) including design specifications and details to filter and trap sediment before it leaves the construction site.
- For each major activity identified, do the following:
 - Clearly describe appropriate control measures.
 - Describe the maintenance and inspection procedures that will be used for that specific BMP.
 - Include protocols, thresholds, and schedules for cleaning, repairing, or replacing damaged or failing BMPs.
 - Identify staff responsible for maintaining BMPs.
 - (If your SWPPP is shared by multiple operators, indicate the operator responsible for each BMP.)
- Note the location of each BMP on your site map(s).

- Provide design specifications and details and refer to them. Attach them as appendices to the SWPPP or within the text of the SWPPP.
- Consult KC Chapter of the APWA for approved construction details.
- Repeat as necessary.

2.6 TEMPORARY NON-STRUCTURAL BMPs

Instructions:

- Describe temporary non-structural practices (e.g., construction entrance/exits, temporary seeding, mulching, etc.) including design specifications and details used to divert flows from exposed soils, retain or detain flows, or otherwise limit runoff and the discharge of pollutants from exposed areas of the site.
- For each major activity identified, do the following:
 - Clearly describe appropriate control measures.
 - Describe the general sequence during the construction process in which the measures will be implemented.
 - Describe the maintenance and inspection procedures that will be used for that specific BMP.
 - Include protocols, thresholds, and schedules for cleaning, repairing, or replacing damaged or failing BMPs.
 - Identify staff responsible for maintaining BMPs.
 - (If your SWPPP is shared by multiple operators, indicate the operator responsible for each BMP.)
- Note the location of each BMP on your site map(s).
- Provide design specifications and details and refer to them. Attach them as appendices to the SWPPP or within the text of the SWPPP.
- Consult KC Chapter of the APWA for approved construction details.
- Repeat as necessary.

2.7 POST CONSTRUCTION STORMWATER BMPs

Instructions:

- Describe permanent structural practices (e.g., diversions, berms, ditches, storage basins, etc.) including design specifications and details used to divert flows from exposed soils, retain or detain flows, or otherwise limit runoff and the discharge of pollutants from exposed areas of the site.
- Examples of permanent structural BMPs include the following:
 - Biofilters
 - Detention/retention devices
 - Earth dikes, drainage swales, and lined ditches
 - Infiltration basins
 - Other proprietary permanent structural BMPs
 - Outlet protection/velocity dissipation devices
 - Slope protection
 - Vegetated strips and/or swales
- For each major activity identified, do the following:

- Clearly describe appropriate control measures.
 - Describe the general sequence during the construction process in which the measures will be implemented.
 - Describe the maintenance and inspection procedures that will be used for that specific BMP.
 - Describe how low-impact designs or smart growth considerations have been incorporated into the design.
 - Include protocols, thresholds, and schedules for cleaning, repairing, or replacing damaged or failing BMPs.
 - Identify staff responsible for maintaining BMPs. (If your SWPPP is shared by multiple operators, indicate the operator responsible for each BMP.)
- Note the location of each BMP on your site map(s).
 - Provide design specifications and details and refer to them.
 - Repeat as necessary.

2.8 ALLOWABLE NON-STORMWATER DISCHARGE MANAGEMENT

Instructions:

- Identify all allowable sources of non-stormwater discharges that are not identified. The allowable non-stormwater discharges identified might include the following (see your permit for an exact list):
 - Waters used to wash vehicles where detergents are not used
 - Water used to control dust
 - Potable water including uncontaminated water line flushing
 - Routine external building wash down that does not use detergents
 - Pavement wash waters where spills or leaks of toxic or hazardous materials have not occurred (unless all spilled material has been removed) and where detergents are not used
 - Uncontaminated air conditioning or compressor condensate
 - Uncontaminated ground water or spring water
 - Foundation or footing drains where flows are not contaminated with process materials such as solvents
 - Uncontaminated excavation dewatering
 - Landscape irrigation
- Identify measures used to eliminate or reduce these discharges and the BMPs used to prevent them from becoming contaminated.
- Repeat as necessary.

2.9 DEWATERING OPERATIONS

Discharges from dewatering activities, including discharges from dewatering of trenches and excavations are prohibited unless managed by appropriate controls. The consulting engineer must include in the SWPPP a description of any anticipated dewatering methods. The SWPPP should identify specific BMPs designed to treat water pumped from trenches and excavations. No water can be released off site without being treated by the specified BMP/ A log that includes an estimation of the volume of water discharged from the dewatering activities, along with the type and capacity of equipment used must be kept with the SWPPP.

SECTION 3. GOOD HOUSEKEEPING BMPs

3.1 MATERIAL HANDLING AND WASTE MANAGEMENT

Check all that apply:

Material management

- Designate material storage areas away from water bodies
- Store dry chemicals and bagged materials on pallets
- Provide secondary containment for liquids
- Conduct frequent inspections to check for damaged or leaking containers
- Keep storage areas clean and well organized
- Provide adequate coverage/protection for materials on-site
- Keep chemicals in existing containers and properly labeled
- Other practices (list)

Product-specific practices

- Use of products requiring specific management or attention (describe all)

Spill control practices

- Store spill cleanup materials on site and near storage area(s)
- In the event of a spill, isolate and promptly clean up and properly dispose of spill materials
- Adequate training of personnel on proper spill prevention and control methods
- Have a spill prevention plan developed and responsible individuals identified
- Other practices (list)

3.2 POTENTIAL SOURCES OF POLLUTANTS

Instructions:

- Identify and list all potential sources of **pollution**, other than sediment, which may reasonably be expected to affect the quality of stormwater discharges from the construction site.

Potential pollutants and sources, other than sediment, to stormwater runoff:

Trade Name/Material	Stormwater Pollutants	Location(s)
i.e. Diesel fuel, AST	Oil and gas	Secondary containment
i.e. Waste Dumpster	Trash and floatables	Covered/ enclosed storage
i.e. Concrete	High pH when wet, caustic to aquatic life.	Washout pit

SOLID WASTE STORAGE AND MANAGEMENT

- Locate solid waste storage areas in areas with little potential for flooding and away from inlets or receiving waters.
- Waste should be stored in watertight dumpsters or securely covered.
- Salvage or recycle waste as appropriate.
- All litter within the construction site is to be collected weekly, regardless of the litter’s origin.
- Litter is to be removed from the site by trash hauling contractors

HAZARDOUS MATERIALS:

Hazardous wastes should be collected, stored, and disposed of using practices that prevent contact with storm water. The following types of wastes are considered hazardous: petroleum products, concrete curing compounds, palliatives, septic wastes, paints, stains, wood preservatives, asphalt products, pesticides, acids, solvents, and roofing tar. There may be additional wastes on the project that are considered hazardous.

General Storage Guidelines:

- Use containment berms in fueling areas.
- Provide secondary containment in paint mixing areas and paint clean-up areas.
- Place hazardous waste collection containers at convenient locations.
- Ensure that adequate waste storage volume is provided and is located away from storm drains and receiving waters.
- Provide temporary containment sufficient to contain precipitation from a 24-hour, 25- year storm event, plus 10% of the aggregate volume of all containers or 100% of the capacity of the largest tank within its boundary, whichever is greater. Temporary containment should be impervious to spilled wastes for a minimum of 72 hours.
- Equip storage areas with appropriate spill clean-up materials. Allow sufficient space between storage containers to allow for spill cleanup and emergency response access.
- Store hazardous wastes in appropriate sealed containers that are clearly labeled with contents and starting date of accumulation.
- Do not mix different types of waste together in one container. Do not store incompatible wastes in the same temporary containment facility.
- If dry waste containers are not watertight, store containers on pallets. Prior to predicted rain events, cover the containment area
- Ensure that hazardous waste storage areas are inspected in conformance with contract provisions. Repair or replace perimeter controls, containment structures, covers, and liners as needed.

PETROLEUM PRODUCTS AND STORAGE:

- All construction equipment and vehicles shall be monitored for leaks and receive regular

- preventative maintenance to ensure proper operation and reduce the risk for leaks or spills.
- Petroleum products shall be stored in clearly labeled and tightly sealed containers or tanks.
- Fuel or oil contaminated soil shall be removed and disposed of properly.

VEHICLE/EQUIPMENT FUELING

If fueling on-site is necessary, follow these procedures:

- Fuel on a level grade area as far away from stormwater drainage systems and waters of the U.S., as practicable.
- Place drip pans or absorbent pads under vehicles or equipment to contain drips or leaks. • Have drip pans, absorbent pads, and spill kits located nearby.
- During mobile fueling of equipment, properly protect the fueling hose from any damage.
- Fueling operations must be attended at all times.
- Automatic shut-off nozzles are preferred. Do not “top off” fuel tanks. Leave adequate space for fuel expansion and movement in the tank while equipment is in operation.

SANITARY WASTE MANAGEMENT

Eliminate discharge of sanitary/septic waste to storm drains and local waterways by following these procedures:

- Locate portable or temporary facilities on flat surfaces, away from storm drains
- Stake and secure portable facilities to prevent overturning due to high winds or mischief.
- Schedule regular cleaning and maintenance with portable facility provider.

CONCRETE WASTE MANAGEMENT

Use the following procedures to properly manage concrete waste and eliminate contact with stormwater.

- Wash out concrete trucks in designated areas only
- Locate washout facilities a minimum of 15 m (50 ft) from storm drains or receiving waters.
- Keep the washout areas away from areas of construction traffic.
- Install a sign at each washout location.
- Construct a pit or berm to provide enough volume to contain all concrete waste resulting from washout.
- Allow concrete waste to dry and then dispose of on a regular basis

3.3 SPILL PREVENTION AND CONTROL PLAN

Spill prevention and prompt appropriate spill response reduces the potential for polluting receiving waters with spilled contaminants. Spills of concern include chemicals and hazardous wastes such as soil stabilizers/binders, dust palliatives, herbicides, growth inhibitors, fertilizers, de-icing products, fuels, lubricants, paints, and solvents.

Release of a hazardous substance must be reported to the Department of Natural Resources in accordance with 10CSR 24-3.010. Any person manufacturing, storing, handling, transporting, or disposing of a hazardous substance including petroleum products shall notify the Missouri Department of Natural Resources, Emergency Response (573-634-2436) of the occurrence of a hazardous condition as soon as possible but not later than six hours after the onset of the hazardous

condition or the discovery of the hazardous condition. Notification of petroleum spills in excess of 50 gallons must be made to DNR and NRC. Any spill regardless of size that reaches or threatens any waterway must be reported.

Be prepared for spills. Locate and clearly label spill kits and use absorbent containers. Respond to all spills immediately upon discovery. The appropriate spill response is determined by the quantity and/or composition of spilled substance, as follows:

Minor Spill Response

A small quantity of oil, gas, paint, etc. that can be controlled by the first responder upon discovery of the spill.

- Stop the spill
- Contain the spill.
- Recover the spilled material.
- Clean the spill area. Use absorbent materials. Do not hose down the area.
- Dispose of clean-up materials appropriately.

Semi-Significant Spill Response

This spill can be controlled by the first responder with the aid of other personnel and may require cessation of all other activity.

- Stop the spill.
- On impermeable surfaces, surround the spill with absorbent material to contain it. Clean spill using absorbent material.
- On dirt areas, construct an earthen dike to contain the spill. Dig up contaminated soil and dispose of properly.
- If spill occurs during rain event, cover spill area to prevent contaminating storm runoff.

Significant/Hazardous Spill Response

For any spills that cannot be controlled by personnel in the immediate vicinity or enters waters of the state.

- Stop the spill
- Notify the General Contractor immediately.
- Notify DNR Environmental Emergency Response
- Call 911 and appropriate county officials.
- For spills meeting federal quantities or entering waters of the state, the contractor notifies the National Response Center (800) 424-8802.
- Contractor fills out spill report and takes field photos as soon as possible.
- All verbal notification must be followed up by written reports.
- Contractor obtains services of spill contractor or a HazMat team immediately. Contractor staff is not
- to attempt cleanup until qualified assistance has arrived onsite.

SECTION 4. INSPECTIONS

Instructions:

- Identify the individual(s) responsible for conducting inspections and describe their qualifications.
- Reference or attach the inspection form that will be used.
- Describe the frequency that inspections will occur at your site including any correlations to storm frequency and intensity.
- Note that inspection details for particular BMPs should be included in Sections 2 and 3.
- You should also document the repairs and maintenance that you undertake as a result of your inspections.

4.1 CONTACT INFORMATION/RESPONSIBLE PARTIES

General Contractor:

General Contractor Contact:

Address:

City:

State:

Zip:

Phone:

E-mail:

Erosion Control Inspector:

Company:

Address:

City:

State:

Zip:

Phone:

E-mail:

Qualifications:

24-Hour Contact:

Contact Name:

Phone:

4.2 INSPECTION FREQUENCY

Inspection Frequency:

The following frequency will be maintained during the active construction phase of the project (check one)

At least once every 7 calendar days and within 48 hours after any storm event equal to or greater than a 2-year, 24-hour storm that has ceased during a normal work day and within 72 hours if the rain event ceases during a non-work day, such as a weekend or holiday.

- Once every 14 calendar days and within 24 hours of the occurrence of a storm event equal of 0.25 inches of precipitation or greater, or the occurrence of runoff from snowmelt
- Inspections are only required during normal working hours
 - Inspections must be conducted within 24 hours once a storm event has produced 0.25 inches within a 24-hour period, even the event is continuing.
 - If an event continues for multiple days, each day of the storm that produces 0.25 inches or more of rain requires the inspector to conduct an inspection within 24 hours of the first day of the storm, and within 24 hours after the storm.

Rainfall data will be collected using the following methods (check all that apply)

_____ Rain gauge located on site

_____ Online weather data

<http://agebb.missouri.edu/weather/realtime/stJoseph.asp>

<https://w1.weather.gov/data/obhistory/KSTJ.html>

4.3 PROCEDURES FOR CORRECTIONS

Describe the general procedures for correcting problems when they are identified. Include responsible staff and time frames for making corrections:

4.4 SWPPP INSPECTION REPORT

Attach the inspection form that will be used for this project.

SECTION 5. PROJECT NOTIFICATION, RECORDKEEPING, TRAINING AND TERMINATION

5.1 PUBLIC NOTIFICATION

A copy of the public notification sign must be posted and visible from the public road that provides access to the site's main entrance. Attached is a copy of the sign. It must be filled in with the correct DNR permit number. The public notification sign must remain posted at the site until the permit has been terminated.

Attach public notification sign.

5.2 RECORDKEEPING

- The permittee shall retain copies of the NDR general permit, the SWPPP and all amendments for the project, any monitoring and analysis and all the site inspection records required by the general permit.
- The Records shall be retained for a period of at least three (3) years from the date of the Letter of Termination.
- The records shall be accessible during normal business hours.
- The permittee shall provide a copy of the SWPPP to the DNR, USEPA or local government representative in the performance of their official duties.
- The permittee shall provide a copy of the SWPPP to those who are responsible for the installation, operation, or maintenance of any BMP. The permittee, their representative and or the contractor(s) responsible for the installation, operation and maintenance of the BMPs shall have a current copy of the SWPPP with them when on the project site.

5.4 TRAINING

Instructions:

- Training your staff and subcontractors is an effective BMP. As with the other steps you take to prevent stormwater problems at your site, you should document the training that you conduct for your staff, for those with specific stormwater responsibilities (e.g. installing, inspecting, and maintaining BMPs), and for subcontractors.
- Training should be conducted at least quarterly.
- Include dates, number of attendees, subjects covered, and length of training.

STORMWATER POLLUTION PREVENTION PLAN TOPIC (check all that apply):

- Temporary Soil Stabilization
- Non-stormwater Management Control
- Wind Erosion Control
- Waste Management & Materials Pollution
- Erosion and Sediment Control
- Temporary Sediment Control
- Tracking Control

Specific Training Objective:

Date:

Instructor:

Location:

Attendance Roster			
Name	Company	Telephone Number	Signature

5.5 PROJECT TERMINATION

The project maybe terminated when the project is stabilized. The project is stabilized when perennial vegetation, pavement, buildings, or structures using permanent materials cover all areas that have been disturbed. With respect to areas that have been vegetated, the vegetation cover shall be at least 70% over 100% of the site. In order to terminate the permit, the permittee shall notify the Department and the City of St. Joseph by submitting Form H Request for Termination of a General Permit.

SECTION 6. CERTIFICATION AND PERMITS

OWNER'S CERTIFICATION

I hereby certify that I am the owner of the property described in this plan, or their legally authorized agent, and that I assume full responsibility for the performance of the operation stated in this plan.

Owner:

By:

Title:

Owner's Signature:

Date:

CONSULTANT'S DECLARATION

I hereby declare that the site plan, location map, and information contained in Part III of this SWPPP has been prepared under my direction or supervision in accordance with the City of St. Joseph's Regulations, and applicable State and Federal Regulations and that the information submitted is, to the best of my knowledge and belief, true, accurate, and complete.

Consultant:

By:

Title:

Consultant's Signature:

Date:

Place Seal Here

GENERAL CONTRACTOR'S CERTIFICATION

The Permittee shall be responsible for notifying each contractor or entity who will perform work at the site of the existence of the SWPPP and what action or precautions shall be taken while on-site to minimize the potential for erosion and the potential for damaging any BMP. The permittee is responsible for any damage a subcontractor may do to established BMPs and any subsequent water quality violation resulting from the damage.

I hereby certify that I understand the requirements stated in this plan, that I am responsible for completing the requirements set forth in this SWPPP and shown on the site plan, and that I am responsible for the performance of the subcontractors listed in the plan.

General Contractor:

By:
Title:
Contractor's Signature:

Date:

SUBCONTRACTOR'S CERTIFICATION

I hereby certify that I understand the requirements stated in this SWPPP, that I am responsible for completing the requirements which have been listed in the plan as being a part of my scope of work.

Subcontractor:
Title:
Responsible for:
Subcontractor's Signature:

Date:

Subcontractor:
Title:
Responsible for:
Subcontractor's Signature:

Date:

Subcontractor:
Title:
Responsible for:
Subcontractor's Signature:

Date:

Subcontractor:
Title:
Responsible for:
Subcontractor's Signature:

Date:

REGULATORY PERMITS

- DNR Land Disturbance Permit
- City of St. Joseph Land Disturbance Permit
- 404/401 Certifications/Permits

FORMS

- DNR Notification
- Inspection Report Form
- Log of Changes to the SWPPP
- Notice of Termination

