

**STORM WATER POLLUTION  
PREVENTION PLAN**

**For**

**CITY OF WINFIELD, KANSAS**

**CONSTRUCTION ACTIVITIES**

**At**

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

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

City, State, Zip: \_\_\_\_\_

**Prepared for:**

Owner/Operator Name: \_\_\_\_\_

Owner/ Operator Address: \_\_\_\_\_

Owner/ Operator City, State, Zip: \_\_\_\_\_

**Prepared by:**

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

Preparer Business: \_\_\_\_\_

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

Preparer City, State, Zip Code: \_\_\_\_\_

Preparer Phone No. : \_\_\_\_\_

Month, Year: \_\_\_\_\_

# **TABLE OF CONTENTS**

## **SECTION 1**

- Notice of Intent (NOI) Submitted to KDHE
- Owner's Certification and Delegation
- Contractor's Certification and Delegation
- Sub-Contractor Certifications
- Professional Engineer's Certification

## **SECTION 2**

- Storm Water Pollution Prevention Plan (SWPPP)

## **SECTION 3**

- Temporary Erosion and Sedimentation Control Plan Sheets (TESDPS)

## **SECTION 4**

- Inspection Report Form
- Record of Stabilization and Major Activities Form
- SWPPP Modification Report Form
- Project Rainfall Log Form

## **SECTION 5**

- Final Stabilization Certification Checklist and Contractor's Certification
- Notice of Termination (NOT)

## **SECTION 6**

- Attachments
- Record Keeping Documentation of the SWPPP

## **SECTION 1**

Notice of Intent (NOI)  
Owner's Certification and Delegation  
Contractor's Certification and Delegation  
Sub-Contractor Certifications  
Professional Engineer's Certification

**Insert NOTICE OF INTENT (NOI) Submitted to KDHE.**

**NOI along with instructions can be found on the web at:**

**<http://www.kdheks.gov/stormwater/>**

**Click on “Construction Stormwater Program”**

**STORM WATER POLLUTION PREVENTION PLAN**

**Project Name:** \_\_\_\_\_

**Project Owner:** \_\_\_\_\_

**Site Address:** \_\_\_\_\_

**City, State, Zip:** \_\_\_\_\_

**OWNER'S CERTIFICATION and DELEGATION**

I certify under penalty of law, that this document and all attachments were prepared under my direction or supervision 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 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 known violations.

Project Owner: \_\_\_\_\_

Authorized Representative: \_\_\_\_\_

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

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

Signature, Date: \_\_\_\_\_

As Project Owner, I have delegated the following individual to monitor Storm Water Prevention Plan (SWPPP) compliance:

Owner Representative: \_\_\_\_\_

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

Signature, Date: \_\_\_\_\_

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

## STORM WATER POLLUTION PREVENTION PLAN

**Project Name:** \_\_\_\_\_

**Project Owner:** \_\_\_\_\_

**Site Address:** \_\_\_\_\_

**City, State, Zip:** \_\_\_\_\_

### **CONTRACTOR'S CERTIFICATION and DELEGATION**

I certify under penalty of law, that I understand the terms and conditions of the National Pollutant Discharge Elimination System (NPDES) Construction General Permit (CGP) that authorizes the storm water discharges associated with industrial activity from the construction site identified as part of this Certification. I understand that I am legally required under the Clean Water Act, to ensure compliance with the terms and conditions of NPDES storm water CGP and this Storm Water Pollution Prevention Plan (SWPPP).

I understand that I am fully responsible for all subcontractors who perform work activities on the construction site, to comply with all provisions and requirements of the NPDES storm water CGP and this SWPPP.

Contractor : \_\_\_\_\_

Authorized Representative: \_\_\_\_\_

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

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

Signature, Date: \_\_\_\_\_

As Contractor, I have delegated SWPPP compliance and inspection responsibilities to the following individual for the duration of construction activities for which this company is under contract with this project.

Contractor SWPPP Representative: \_\_\_\_\_

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

Signature, Date: \_\_\_\_\_

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

**STORM WATER POLLUTION PREVENTION PLAN**

**Project Name:** \_\_\_\_\_

**Project Owner:** \_\_\_\_\_

**Site Address:** \_\_\_\_\_

**City, State, Zip:** \_\_\_\_\_

**SUB-CONTRACTOR CERTIFICATION**

I certify under penalty of law, that I understand the terms and conditions of the National Pollutant Discharge Elimination System (NPDES) Construction General Permit (CGP) that authorizes the storm water discharges associated with industrial activity from the construction site identified as part of this Certification. I understand that I am legally required under the Clean Water Act, to ensure compliance with the terms and conditions of NPDES storm water CGP and this Storm Water Pollution Prevention Plan (SWPPP).

**Contractor:** \_\_\_\_\_

**Sub-Contractor:** \_\_\_\_\_

Authorized Representative: \_\_\_\_\_

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

Signature, Date: \_\_\_\_\_

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

**Sub-Contractor:** \_\_\_\_\_

Authorized Representative: \_\_\_\_\_

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

Signature, Date: \_\_\_\_\_

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

**Sub-Contractor:** \_\_\_\_\_

Authorized Representative: \_\_\_\_\_

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

Signature, Date: \_\_\_\_\_

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

**STORM WATER POLLUTION PREVENTION PLAN**

**Project Name:** \_\_\_\_\_

**Project Owner:** \_\_\_\_\_

**Site Address:** \_\_\_\_\_

**City, State, Zip:** \_\_\_\_\_

**PROFESSIONAL ENGINEER'S CERTIFICATION**

I certify this Storm Water Pollution Prevention Plan (SWPPP) has been prepared in accordance with good engineering practice and the Clean Water Act.

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

Professional Engineer: \_\_\_\_\_

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

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

**P.E. Seal**

(Signed and Date)



## **SECTION 2**

Storm Water Pollution Prevention Plan (SWPPP)

**STORM WATER POLLUTION PREVENTION PLAN**

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**PROJECT AND SITE DESCRIPTION:**

PROJECT NAME: \_\_\_\_\_ Total Site Area: \_\_\_\_\_ Acres

PROJECT LOCATION: \_\_\_\_\_ Estimated Disturbed Area: \_\_\_\_\_ Acres

OWNER'S NAME AND ADDRESS

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

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

**DESCRIPTION**

This project will consist of site construction to accommodate (describe project scope):

\_\_\_\_\_

Soil disturbing activities will primarily include:

(MODIFY AS NECESSARY)

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_

The estimated time for completion of the construction project is \_\_\_\_\_ calendar days.

**RUNOFF COEFFICIENT, SOLIS, AND RAINFALL INFORMATION**

The initial coefficient of runoff for the pre-construction site is "c" = \_\_\_\_\_

The current site consists of (describe project site): \_\_\_\_\_

The post- construction coefficient of runoff for the site will be "c" = \_\_\_\_\_

The site is \_\_\_\_\_ acres of which \_\_\_\_\_ acres will be disturbed by construction activities.

Calculation of "c" value for post- construction site, site weighted average:

$$c = \{(ac)(\text{"c"})+(ac)(\text{"c"})+(ac)(\text{"c"})\}/\text{total site acres} = \underline{\hspace{10em}}$$

The site is in \_\_\_\_\_ County, which receives a maximum of \_\_\_\_\_ to \_\_\_\_\_ inches of rainfall annually with the highest amounts of rainfall received in the months of \_\_\_\_\_ through \_\_\_\_\_.

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## **STORM WATER POLLUTION PREVENTION PLAN**

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### NAME OF RECEIVING WATERS

Runoff from the project site is discharged into (describe whether city storm drain, stream, river, etc. as well as ultimate receiving river/body of water):

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### **CONTROLS:**

#### EROSION AND SEDIMENT CONTROLS

##### 1. Stabilization Practices

Stabilization practices for this site include:

A.

B.

C.

D.

##### 2. Structural Practices

Structural practices for this site include but are not limited to the following range of BMPs. Construction details of BMPs are included on the Temporary Erosion Control Sheets:

A.

B.

C.

D.

E.

F.

## **STORM WATER POLLUTION PREVENTION PLAN**

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### 3. Sequence of Major Activities

The Contractor will be responsible for implementing the following erosion control and storm water management control structures. All structural practices shall be maintained through the course of the construction and shall be sequenced according to activities in the field. The Contractor may designate these tasks to certain subcontractors as he sees fit, but the ultimate responsibility for implementing these controls and ensuring their proper functioning remains with the Contractor. Refer to TESCPS contained in this SWPPP for details. The order of activities will be as follows and shall be documented on the Record of Stabilization and Construction Activities Form:

A.

B.

C.

D.

E.

F.

G.

H.

I.



## **STORM WATER POLLUTION PREVENTION PLAN**

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### **MAINTENANCE/INSPECTION PROCEDURES:**

Erosion and Sediment Control and Stabilization Measures Maintenance and Inspection Practices

A. The following inspection and maintenance practices will be used to maintain erosion and sediment controls and stabilization measures to be performed by the Contractor.

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.
- 11.

#### Inspection and Maintenance Report Forms

These Inspection Report Forms shall be readily accessible to governmental inspection officials and the Owner for review upon request. Copies of the reports shall be provided to any of these persons, upon request, via mail or facsimile transmission. Inspection and maintenance report forms are to be maintained by the permittee for three (3) years following the final stabilization of the site and the date on the Notice of Termination (NOT).

#### Other Record-Keeping Requirements

The Contractor shall provide copies of the completed forms and any reports filed with regulatory agencies if reportable quantities of hazardous materials are spilled.

## STORM WATER POLLUTION PREVENTION PLAN

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### SUMMARY OF EROSION AND SEDIMENT CONTROL AND STABILIZATION MEASURES MAINTENANCE/INSPECTION PROCEDURES

All control measures will be inspected at least every 14 days and within 24 hours following a rainfall event of 0.5 inches.

- All measures will be maintained in good working order; if a repair is necessary, it will be initiated within 24 hours of report.
- Built-up sediment will be removed from silt fences when it has reached one-third the height of the fence.
- Silt fences will be inspected for depth of sediment, tears, to see if the fabric is securely attached to the fence posts, and to see that the fence posts are firmly in the ground.
- Sediment basins, if present, will be inspected for depth of sediment, and built-up sediment will be removed when it reaches 10% of the design capacity or at the end of the job.
- Diversion dikes, if present, will be inspected and any breaches promptly repaired.
- Temporary and permanent seeding and planting and other stabilization measures will be inspected for bare spots, washouts, and healthy growth.
- A maintenance inspection report will be made after each inspection. A copy of the Inspection Report Forms to be used is included in this SWPPP under SECTION 4.
- The Contractor will select the individuals who will be responsible for inspections, maintenance and repair activities, and filling out the inspection and maintenance reports.
- Personnel selected for inspection and maintenance responsibilities will receive training from the Contractor. They will be trained in all the inspection and maintenance practices necessary for keeping the erosion and sediment controls used onsite in good working order.
- Disturbed areas and materials storage areas will be inspected for evidence of or potential for pollutants entering storm water systems.
- Report to U.S. Environmental Protection Agency within 24 hours any noncompliance with the SWPPP that will endanger public health or the environment. Follow up with a written report within 5 days of the noncompliance event.



## STORM WATER POLLUTION PREVENTION PLAN

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### CONSTRUCTION/IMPLEMENTATION CHECKLIST

1. Maintain Records of Construction Activities, including:
  - Dates when major grading activities occur
  - Dates when construction activities temporarily cease on a portion of the site
  - Dates when construction activities permanently cease on a portion of the site
  - Dates when stabilization measures are initiated on the site
  - Dates of rainfall and the amount of rainfall
  - Dates and descriptions of the character and amount of any spills of hazardous materials
  - Records of reports filed with regulatory agencies if reportable quantities of hazardous materials spilled
2. Prepare Inspection Reports summarizing:
  - Name of inspector
  - Qualifications of inspector
  - Measures/areas inspected
  - Observed conditions
  - Changes necessary to the SWPPP
3. Report Releases of Reportable Quantities of Oil or Hazardous Materials (if they occur):
  - Notify National Response Center (1-800-424-8802) immediately
  - Notify the Kansas Department of Health and Environment.
  - Notify permitting authority in writing within 14 days
  - Modify the pollution prevention plan to include:
    - the date of release
    - circumstances leading to the release
    - steps taken to prevent reoccurrence of the release
4. Modify Pollution Prevention Plan as necessary to:
  - Comply with the minimum permit requirements when notified by **U.S. Environmental Protection Agency** or Kansas Dept. of Health and Environment that the plan does not comply
  - Address a change in design, construction operation, or maintenance, which has an effect on the potential for discharge of pollutants
  - Prevent reoccurrence of reportable quantity releases of a hazardous material or oil

## **STORM WATER POLLUTION PREVENTION PLAN**

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### **SPILL PREVENTION CONTROL AND COUNTERMEASURES PLAN (SPCC):**

#### **MATERIALS COVERED**

The following materials or substances with known hazardous properties are expected to be present onsite during construction:

#### **MATERIAL MANAGEMENT PRACTICES**

The following are the material management practices that will be used to reduce the risk of spills or other accidental exposure of materials and substances to storm water runoff.

##### **1. Good Housekeeping**

The following good housekeeping practices will be followed onsite during the construction project.

A.

B.

C.

D.

E.

F.

G.

H.

I.

## STORM WATER POLLUTION PREVENTION PLAN

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### 2. Spill Prevention Practices

In addition to the good housekeeping, the following practices will be followed for spill prevention and cleanup.

- A.
- B.
- C.
- D.

### **CONTROL OF ALLOWABLE NON-STORMWATER DISCHARGES:**

Certain types of discharges are allowable under the U.S. Environmental Protection Agency General Permit for Construction Activity, and it is the intent of this SWPPP to allow such discharges. These types of discharges will be allowed under the conditions that no pollutants will be allowed to come in contact with the water prior to or after its discharge. The control measures, which have been outlined previously in this SWPPP, will be strictly followed to ensure that no contamination of these non-storm water discharges takes place. The following allowable non-storm water discharges that may occur from the job site include:

- A.
- B.
- C.
- D.
- E.
- F.
- G.

## **SECTION 3**

Temporary Erosion and Sedimentation Control Plan Sheets (TESCPS)

**INSERT EROSION AND SEDIMENTATION CONTROL  
PLANS AND SPECIFICATIONS**

## **SECTION 4**

Inspection Report Form  
Record of Stabilization and Major Activities Form  
SWPPP Modification Report Form  
Project Rainfall Log Form

**STORM WATER POLLUTION PREVENTION PLAN**

**Project Name:** \_\_\_\_\_  
**Project Owner:** \_\_\_\_\_  
**Site Address:** \_\_\_\_\_  
**City, State, Zip:** \_\_\_\_\_

**INSPECTION REPORT FORM**

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

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

Does Inspector have Required Training?    Y    N

Date & Amount of Last Rainfall: \_\_\_\_\_

**Condition of:**

Construction Entrances:	Acceptable	Not Acceptable	N/A
Drop Inlet Protection:	Acceptable	Not Acceptable	N/A
Curb Inlet Protection:	Acceptable	Not Acceptable	N/A
Culvert Inlet Protection:	Acceptable	Not Acceptable	N/A
Outlet Stabilization:	Acceptable	Not Acceptable	N/A
Diversions & Slope Drains:	Acceptable	Not Acceptable	N/A
Stream Crossings:	Acceptable	Not Acceptable	N/A
Slope Breaks:	Acceptable	Not Acceptable	N/A
Sediment Basins:	Acceptable	Not Acceptable	N/A
Sediment Traps:	Acceptable	Not Acceptable	N/A
Check Dams:	Acceptable	Not Acceptable	N/A
Erosion Control Blankets:	Acceptable	Not Acceptable	N/A
Temporary Seeding:	Acceptable	Not Acceptable	N/A
Permanent Seeding:	Acceptable	Not Acceptable	N/A
Surface Roughening:	Acceptable	Not Acceptable	N/A
Dust Control:	Acceptable	Not Acceptable	N/A

**Maintenance Required for Deficiencies Identified:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**To Be Completed By:** \_\_\_\_\_

**Within 7 Calendar Days, On or Before:** \_\_\_\_\_, 20\_\_\_\_

These reports shall be kept on file as part of the Storm Water Pollution Prevention Plan for at least three (3) years from the date of completion and submission of the Final Stabilization Certification/Termination Checklist and Notice of Termination (NOT). A copy of the SWPPP shall be available at all times during construction, on the construction site, or pre-approved off-site location.

**STORMWATER POLLUTION PREVENTION PLAN**

**Project Name:** \_\_\_\_\_  
**Project Owner:** \_\_\_\_\_  
**Site Address:** \_\_\_\_\_  
**City, State, Zip:** \_\_\_\_\_

**RECORD OF STABILIZATION AND MAJOR ACTIVITIES FORM**

A record of dates when major grading activities occur, when construction activities temporarily or permanently cease on a portion of the site, and when stabilization measures are initiated shall be maintained until final site stabilization is achieved and the Notice of Termination is filed.

**MAJOR GRADING, CONSTRUCTION, OR STABILIZATION ACTIVITIES**

Description of Activity: \_\_\_\_\_  
Location: \_\_\_\_\_  
Contractor: \_\_\_\_\_  
Begin Date: \_\_\_\_\_ End Date: \_\_\_\_\_  
Stabilization Method: \_\_\_\_\_ Application Date: \_\_\_\_\_

Description of Activity: \_\_\_\_\_  
Location: \_\_\_\_\_  
Contractor: \_\_\_\_\_  
Begin Date: \_\_\_\_\_ End Date: \_\_\_\_\_  
Stabilization Method: \_\_\_\_\_ Application Date: \_\_\_\_\_

Description of Activity: \_\_\_\_\_  
Location: \_\_\_\_\_  
Contractor: \_\_\_\_\_  
Begin Date: \_\_\_\_\_ End Date: \_\_\_\_\_  
Stabilization Method: \_\_\_\_\_ Application Date: \_\_\_\_\_

Description of Activity: \_\_\_\_\_  
Location: \_\_\_\_\_  
Contractor: \_\_\_\_\_  
Begin Date: \_\_\_\_\_ End Date: \_\_\_\_\_  
Stabilization Method: \_\_\_\_\_ Application Date: \_\_\_\_\_

Description of Activity: \_\_\_\_\_  
Location: \_\_\_\_\_  
Contractor: \_\_\_\_\_  
Begin Date: \_\_\_\_\_ End Date: \_\_\_\_\_  
Stabilization Method: \_\_\_\_\_ Application Date: \_\_\_\_\_



**STORMWATER POLLUTION PREVENTION PLAN**

**Project Name:** \_\_\_\_\_  
**Project Owner:** \_\_\_\_\_  
**Site Address:** \_\_\_\_\_  
**City, State, Zip:** \_\_\_\_\_

**SWPPP MODIFICATION REPORT FORM**

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

<p><b>Submit To:</b> CITY OF WINFIELD City Engineer</p> <p><b>Address:</b></p> <p><b>Telephone:</b></p> <p><b>Facsimile:</b></p> <p><b>Sent Via:</b> <input type="checkbox"/> Facsimile                      <input type="checkbox"/> Courier                      <input type="checkbox"/> US Mail</p>
---

Authorized Author: \_\_\_\_\_ Title: \_\_\_\_\_

Company: \_\_\_\_\_ Project Role: \_\_\_\_\_

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

Modifications Required to the STORMWATER POLLUTION PREVENTION PLAN: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Reasons for Modifications: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Day	YEAR: 20____											
	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
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Project Name: \_\_\_\_\_

Project Owner: \_\_\_\_\_

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

City, State, Zip: \_\_\_\_\_

**Project Rainfall Log Form**

## **SECTION 5**

Final Stabilization Certification Checklist and Contractor's Certification  
Notice of Termination (NOT)

**STORMWATER POLLUTION PREVENTION PLAN**

**Project Name:** \_\_\_\_\_  
**Project Owner:** \_\_\_\_\_  
**Site Address:** \_\_\_\_\_  
**City, State, Zip:** \_\_\_\_\_

**FINAL STABILIZATION CERTIFICATION CHECKLIST  
AND CONTRACTOR'S CERTIFICATION**

- All soil disturbing activities are complete.
- Temporary Erosion and Sediment Control Measures have been removed or will be removed at the appropriate time.
- All areas of the Construction Site not otherwise covered by a permanent pavement or structure have been stabilized with a uniform perennial vegetative cover with a density of 75% or equivalent measures have been employed.

**CONTRACTOR'S CERTIFICATION:**

“I certify under penalty of law that all storm water discharges associated with industrial activity from the identified project that are authorized by NPDES General Permit have been eliminated and that all disturbed areas and soils at the construction site have achieved Final Stabilization and all temporary erosion and sediment control measures have been removed or will be removed at the appropriate time.”

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

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

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

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

**Insert NOTICE OF TERMINATION (NOT) Submitted to KDHE.**

**NOT along with instructions can be found on the web at:**

**<http://www.kdheks.gov/stormwater/>**

**Click on “Construction Stormwater Program”**

## **SECTION 6**

Attachments

Record Keeping Documentation of the SWPP