

STORMWATER POLLUTION PREVENTION PLAN

Gloucester County
Single Family Residence
Common Plan of Development or Sale
Stormwater Pollution Prevention Plan (SWPPP)

For Construction Activities At:

Project/Site Name _____

Project/Site Address _____

City, State, Zip Code _____

Construction Activity Operator:		
Company/Organization Name:		
RLD Name:	Certification #:	
Qualified Personnel:	Certification #:	
Address:		
City:	State:	Zip:
Phone Number:		
Email Address:		
24-Hour Emergency Contact:		

SWPPP Preparation Date:

Month, Day, Year

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CERTIFICATION

"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 Name: _____

Title: _____

Signature: _____

Date: _____

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1.0 SWPPP Documents Located Onsite & Available for Review

SWPPP Document Type	Located Onsite & Available for Review?	
Site Plan	☐ Yes	☐ NA
Erosion & Sediment Control Plan (or agreement in lieu of)	☐ Yes	☐ NA
Stormwater Management Plan (or agreement in lieu of)	☐ Yes	☐ NA

2.0 Erosion & Sediment Controls

Select all that apply	Erosion & Sediment Control	Estimated Installation Date	Estimated Removal Date	Responsible Party
☐	Construction Entrance (Std. & Spec. C-SCM-03)			Construction Activity Operator (See Cover Page of this SWPPP)
☐	Silt Fence (Std. & Spec. C-PCM-04)			
☐	Culvert Inlet Protection (Std. & Spec. C-SCM-05)			
☐	Outlet Protection (Std. & Spec. C-ECM-15)		NA	
☐	Temporary Seeding (Std. & Spec. C-SSM-09)	As required By VSMH V 1.0	NA	
☐	Permanent Seeding (Std. & Spec. C-SSM-10)		NA	
☐	Sodding (Std. & Spec. C-SSM-06)		NA	
☐	Mulching (Std. & Spec. C-SSM-11)		NA	
☐	Others [describe]			

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3.0 Potential Sources of Pollution & Pollution Prevention Practices

Pollutant-Generating Activity	Pollutants										Pollution Prevention Practice	Responsible Party
	Likely Present at your Project Site?	Sediment	Nutrients	Heavy Metals	pH (acids and bases)	Pesticides & Herbicides	Oil & Grease	Bacteria & Viruses	Trash, Debris, Solids	Other Toxic Chemicals		
Clearing, grading, excavating, and un-stabilized areas	☐ Yes ☐ No	X							X		(1)	Construction Activity Operator (See Cover Page of this SWPPP)
Paving operations	☐ Yes ☐ No	X					X		X		(2)	
Concrete washout and cement waste	☐ Yes ☐ No			X	X				X		(3)	
Structure construction, stucco, painting, and cleaning	☐ Yes ☐ No			X	X				X	X	(4)	
Dewatering operations	☐ Yes ☐ No	X	X						X		(5)	
Material delivery and storage	☐ Yes ☐ No	X	X	X	X		X		X	X	(6)	
Material use during building process	☐ Yes ☐ No		X	X	X		X		X	X	(7)	
Solid waste disposal	☐ Yes ☐ No								X	X	(8)	
Sanitary waste	☐ Yes ☐ No		X		X			X			(9)	
Landscaping operations	☐ Yes ☐ No	X	X			X			X	X	(10)	
Others [describe]	☐ Yes ☐ No										(11)	

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Pollution Prevention Practices:

- (1) **Clearing, grading, excavating and un-stabilized areas** – Utilize erosion and sediment controls to prevent sediment laden or turbid runoff from leaving the construction site. Dispose of clearing debris at acceptable disposal sites. Apply permanent or temporary stabilization, sodding and/or mulching to denuded areas in accordance with the erosion and sediment control specifications and the general VPDES permit for discharges of stormwater from construction activities.
- (2) **Paving operations** – Cover storm drain inlets during paving operations and utilize pollution prevention materials such as drip pans and absorbent/oil dry for all paving machines to limit leaks and spills of paving materials and fluids.
- (3) **Concrete washout and cement waste** – Direct concrete wash water into a leak-proof container or leak-proof settling basin that is designed so that no overflows can occur due to inadequate sizing or precipitation. Hardened concrete wastes shall be removed and disposed of in a manner consistent with the handling of other construction wastes.
- (4) **Structure construction, stucco, painting and cleaning** – Enclose, cover or berm building material storage areas if susceptible to contaminated stormwater runoff. Conduct painting operations consistent with local air quality and OSHA regulations. Mix paint indoors, in a containment area or in a flat unpaved area. Prevent the discharge of soaps, solvents, detergents and wash water from construction materials, including the clean-up of stucco paint, form release oils and curing compounds.
- (5) **Dewatering operations** – Construction site dewatering from building footings or other sources may not be discharged without treatment. Sediment laden or turbid water shall be filtered, settled or similarly treated prior to discharge.
- (6) **Material delivery and storage** – Designate areas of the construction site for material delivery and storage. Place near construction entrances, away from waterways, and avoid transport near drainage paths or waterways.
- (7) **Material use during building process** – Use materials only where and when needed to complete the construction activity. Follow manufacturer's instructions regarding uses, protective equipment, ventilation, flammability and mixing of chemicals.
- (8) **Solid waste disposal** – Designate a waste collection area on the construction site that does not receive a substantial amount of runoff from upland areas and does not drain directly to a waterway. Ensure that containers have lids so they can be covered at the end of each day and during periods of rain and keep containers in a covered area whenever possible. Schedule waste collection to prevent the containers from overfilling.
- (9) **Sanitary waste** – Prevent the discharge of sanitary waste by providing convenient and well-maintained portable sanitary facilities. Locate sanitary facilities in a convenient location away from waterways.
- (10) **Landscaping operations** – Maintain as much existing vegetation as practicable. Apply permanent or temporary stabilization, sodding and/or mulching to denuded areas in accordance with the erosion and sediment control specifications and the general VPDES permit for discharges of stormwater from construction activities. Apply nutrients in accordance with manufacturer's recommendations and not during rainfall events.
- (11) **Others** – If applicable, describe your Pollution Prevention Practice.

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4.0 Stormwater Management Controls

Select all that apply	Stormwater Management Control	Estimated Installation Date	Responsible Party
☐	Post-development Stormwater Management Controls provided by a Larger Common Plan of Development or Sale	NA	Common Plan Construction Activity Operator
☐	Rooftop Disconnection		Construction Activity Operator (See Cover Page of this SWPPP)
☐	Sheet flow to Vegetated Filter (1 or 2)		
☐	Grass Channel		
☐	Rainwater Harvesting		
☐	Permeable Pavement (1 or 2)		

Select all that apply	Stormwater Management Control	Estimated Installation Date	Responsible Party
☐	Infiltration (1 or 2)		Construction Activity Operator (See Cover Page of this SWPPP)
☐	Bioretention (1 or 2)		
☐	Others		

5.0 Spill Prevention & Response

Most spills can be cleaned up following manufacturer specifications. Absorbent/oil dry, sealable containers, plastic bags, and shovels/brooms are suggested minimum spill response items that should be available at this location.

1st Priority: Protect all people
 2nd Priority: Protect equipment and property
 3rd Priority: Protect the environment

1. Check for hazards (flammable material, noxious fumes, cause of spill) – if flammable liquid, turn off engines and nearby electrical equipment. If serious hazards are present leave the area and call 911. LARGE SPILLS ARE LIKELY TO PRESENT A HAZARD.
2. Make Sure the spill area is safe to enter and that it does not pose an immediate threat to health or safety of any person.
3. Stop the spill source.
4. Call co-workers and supervisor for assistance and to make them aware of the spill and potential dangers.
5. If possible, stop spill from entering drains (use absorbent or other material as necessary).
6. Stop spill from spreading (use absorbent or other material)
7. If spilled material has entered a storm sewer; contact locality's storm water department.
8. Clean up spilled material according to manufacturer specifications, for liquid spills use absorbent materials and do not flush area with water.
9. Properly dispose of cleaning materials and used absorbent material according to manufacturer specifications.

Local Contact

Environmental Programs

Local Fire Department

Local Police Department

804-693-1217

804-693-2148

804-693-3890

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Certification

"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 Name: _____

Inspector Name: _____

Signature: _____

Signature: _____

Date: _____

Date: _____

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6.0 Grading & Stabilization Activities Log

Date Grading Activity Initiated	Description of the Grading Activity (including location)	Date Grading Activity Ceased	Date Stabilization Measures Initiated	Description of the Stabilization Measure (including location)

7.0 SWPPP Modification & Update Log

Modification Date	Description of the Modification / Update	Modification Prepared By (name & title)

Inspection Schedule

Discharges to surface waters:

- ☐ **Once every 5 business days; or**
☐ **Once every 10 business days and no later than 48 hours following a measurable storm event.**

Inspection Date

Measurable Storm Event (Date & Rainfall Amount of Last Measurable Storm Event):

Best Management Practices (BMPs)	In Compliance with SWPPP?	Corrective Action Needed; Responsible Party		Date Corrective Action Taken
Erosion & Sediment Controls (Section 4.0)	☐ Yes ☐ No			
Pollution Prevention Practices (Section 5.0)	☐ Yes ☐ No			
Stormwater Management Controls (Section 6.0)	☐ Yes ☐ No ☐ NA			

**INSTRUCTIONS for COMPLETING the
SINGLE FAMILY RESIDENCE, COMMON PLAN of DEVELOPMENT or SALE
STORMWATER POLLUTION PREVENTION PLAN (SWPPP)**

General

A Stormwater Pollution Prevention Plan (SWPPP) must be developed prior to obtaining locality (e.g., City, County, Town) authorization to commence land disturbance.

Cover Page

For a construction activity, enter the project/site name and physical address (if available), including city (or town), state and zip code. Enter the latitude and longitude in decimal degrees of the construction activity.

Enter the Construction Activity Operator's company/organization name, the Operator's name and mailing address, including city (or town), state, and zip code, telephone number, email address (if available), and a 24-hour emergency contact.

Enter the SWPPP preparation date.

The Construction Activity Operator identified on the cover page of the SWPPP is responsible for certifying the information contained therein. Please sign the certification in INK. Please note that state statutes require the SWPPP to be signed as follows:

- (1) For a corporation: by a responsible corporate officer;
- (2) For a partnership or sole proprietorship: by a general partner or the proprietor, respectively;
- (3) For a municipality, state, federal, or other public agency: by either a principal executive officer or ranking elected official.

Section 1.0 SWPPP Documents Located Onsite & Available for Review

Utilize the provided checklist to ensure that the required SWPPP documents are located onsite and are available for review, if applicable.

Section 2.0 Erosion & Sediment Controls

Identify the erosion and sediment controls to be implemented at the project site. For each erosion and sediment control, enter the estimated installation date and estimated removal date. If an unlisted erosion and sediment control will be implemented at the project site, provide the applicable information here.

Section 3.0 Potential Sources of Pollution & Pollution Prevention Practices

Identify the pollutant-generating activities likely to be present at the project site; implement and maintain the corresponding pollution prevention practices. If an unlisted pollutant-generating activity is likely to be present at the project site, describe it, identify the associated pollutant(s), and provide the corresponding pollution prevention practice(s) to be implemented and maintained.

Section 4.0 Stormwater Management Controls

Identify the stormwater management controls to be implemented at the project site, if applicable. For each stormwater management control, enter the estimated installation date. If an unlisted stormwater management control will be implemented at the project site, provide the applicable information here.

Section 5.0 Spill Prevention & Response

Most spills can be cleaned up following manufacturer specifications. The priority should be to protect all people, equipment, property, and the environment. Enter the telephone number of your local fire and police departments.

Section 6.0 Grading & Stabilization Activities Log

Enter the date grading activities were initiated, a description of the grading activities including location, the date grading activities ceased, the date stabilization measures were initiated, and a description of the stabilization measures including location.

Section 7.0 SWPPP Modification & Update Log

Enter the SWPPP modification date, description of the SWPPP modification/update, and the name and title of the SWPPP modification preparer, if applicable.

Section 8.0 Inspections & Corrective Action Log

Enter the qualified inspector's company/organization name, the inspector's name, telephone number, and qualifications. Select the applicable inspection schedule, enter the construction activity inspection date, and enter the date and rainfall amount of the last measurable storm event (if applicable). Identify if the implemented best management practices are in compliance with the SWPPP. Enter corrective actions needed; the party responsible for implementing the corrective actions, and the date corrective actions were taken, if applicable. Make additional copies of the inspection and corrective action log as necessary.