(This SWPPP Template is for the **Common Plan** Permit Only, and does **NOT** address SWPPP requirements found in the CGP.)

Common Plan SWPPP for

Facility Site/Project Name

Facility Site/Project Address
Facility Site/Project City, State, Zip

Owner/Contractor Street Address

Owner Street Address Owner City, State, Zip

Contractor Name (if not the same as Owner)

Contractor Street Address Contractor City, State, Zip

Date
SWPPP Preparation Date



1. P	Project Information		
Addre City: Latitu Longi	ct Name: Click here to enter text. ess: Click here to enter text. Click here to enter text. ude: Degrees, Decimal Minutes tude: Degrees, Decimal Minutes Es Permit Tracking Number: Click here to en	State: UT nter text.	Zip: Zip Code
Conta Addre City: Telep	er: Click here to enter text. act Person: Click here to enter text. ess: Click here to enter text. Click here to enter text. shone Number: Contact Person Phone Address: Contact Person Email	State: State	Zip: Zip Code
Conta Addre City: Telep	ral Contractor: Click here to enter text. act Person: Click here to enter text. ess: Click here to enter text. Click here to enter text. shone Number: Contact Person Phone Address: Contact Person Email	State: State	Zip: Zip Code
Is the	Answering "yes" to the question below mean project in Indian Country?	ans the project is not eligible for the	his permit. Yes □ No □
	Answering "no" to the question below mea		•
2. P	Pollution Sources/Best Man Answer yes or no whether the following for be used to protect each feature. If no, corfor proper installation in Appendix G, and	eatures are located at your site. If ntinue to the next question. Attack	necessary illustrated details
2.1	Is there a SWPPP sign on site? (see perm The sign must include the UPDES trackin and email, and if the SWPPP is on-line, i readable from a publicly accessible poin	ng number, the owner or general c instructions on how to view it. The	•
2.2	has been obtained to treat offsite) must be covered by	ruction area is needed and a separand discharge water. <i>Construction</i>	n Dewatering (if discharged
2.3	Will there be non-storm water discharge Allowable discharges include: Flushing of cleaning waters), water used for dust construction activities. (see permit part 2. Please list all anticipated non-storm water from water from emergency fire-figure from activities.	of drinking water or irrigation water or irrigation water or groundwater or groundwater ghting activities, and water from for 4.5 & 2.9).	er (not including wash or er not exposed to construction oot drains not exposed to

		you do to manage the non-storm water dischar water discharges, and discharges that are trea All non-storm water discharges are listed a All non-storm water discharges that are not 2.12 and 2.16) All non-storm water discharges that are concentrated in a sedim Other: Click here to enter text.	ted separately. as allowable per permion allowed are properly on taminated with sedir	t part 1.3 and d contained (see ment only (free	lischarged e questions of
2.4	total expo	ole for the total area of disturbance to be phase sure of disturbed soil at one time? (see permit p nce can be minimized please show the locations ses will be delayed for some of the disturbed are	part 2.3.1) s on the site map and s	•	No □ e) where
2.5	•	meter controls will be used to prevent sedime	nt from leaving the sit	e? (permit part	2.1.2 &
	2.3) BMP(s) :	 ☐ Silt Fence ☐ Vegetative Buffer ☐ Staked straw Wattles (Fiber Rolls) ☐ Other: Click here to enter text. 	☐ Berms ☐ Cut-Back-Cu ☐ Weighted W		
2.6	disturband Note: A 30 used, you i	e waters located within 30 feet of your projections? If natural vegetative buffer MUST be maintained must demonstrate that the additional controls of buffer, and select the reason for exemption below 130' Natural Vegetative Buffer If less than 30' Natural Vegetative Buffer 2 Silt Fence Barrier 10 Other: Click here to enter text.	d by water bodies. If a offer the same protecti low. (see permit part 2.3	on as a 30° nati .5) Ils:	ural
2.7	around tre	critical or sensitive areas (such as preservation es, wetlands, buffer zones by water bodies, of the site? (see permit part 2.2) Separate and isolate with environmenta Other: Click here to enter text.	etc.) located on or	Yes □	No □
2.8		k out control will be used to prevent dirt from permit part 2.4.1) Track Out Pad Cobble Rumble Strips Wash Down Restricted Site Access Selective Acceptable Other: Click here to enter text.	☐ Gravel Pad ☐ Delive	ry Pad	eave the
2.9	part 2.1.3) Protection	we storm drain inlets on or down gradient of the must address the curb inlet opening (throat) as are the nearest downstream inlet(s) and how we	s well as the grate.	Yes □ Click here to	No □
	BMP(s):	☐ Rock/Sand-filled Bags	☐ Drop Inlet Ba	ags	

		☐ Filter Fabric☐ Proprietary inlet devices☐ Other: Click here to enter text.	☐ Gravel or Sand filled \	Wattles
2.10		ps be used at the site? (see permit part 2.4.2) are used it must be done with material [not dirt] t Crushed Rock Other: Click here to enter text.	Yes [hat will not wash away in □ Wood/Steel Ramps	
2.11	Note: Select "(stockpiles. Ma permit part 2.1. BMP(s):	stockpiles or spoil piles on the site? Contained by other BMP" if another BMP on your terials that can be transported with precipitation 1) Surrounded by Silt Fence Covered with Tarp Contained by other BMP. Explain: Click here to Other: Click here to enter text.	must not be placed in the ☐ Surrounded by Staked ☐ Temporary – Remove	om the e street. (see d Straw Wattles
2.12	based)work in Wash water m BMP(s):	ect include installation of concrete, masonry, studenthis project? (see permit part 2.4.5 & 2.9.1) Installation of concrete, masonry, studenthis project? (see permit part 2.4.5 & 2.9.1) Installation Depression Installation Depression Installation of concrete, masonry, studenthis project. Installation of concrete, masonry, studenthis project.	•	Yes □ No □
2.13	Light trash in u	waste be dealt with on the site? (see permit part uncovered dumpsters can blow out and scatter with rerial in the dumpster and leak out the bottom cau Bag Lightweight Trash Receptacles with Lids	th wind and rain may fall	S
2.14	Will there be a permit part 2.9) BMP(s):	a need to dispose of solvents, oil, fuel, etc. liquid ☐ Contained and Removed from the site ☐ Other: Click here to enter text.	waste? (see Yes □ □ Collected for Reuse	□ No □
2.15	How will sanit BMP(s):	tary waste be handled on the site? (see permit par Portable Toilet(s) (must be staked down on dia Onsite or Adjacent Indoor Bathrooms Portable Toilet Secondary Containment (secur Other: Click here to enter text.	rt surface & 10' from curb	
2.16	BMP(s):	minimize the discharge of pollutants from spills a Use of drip pans Spill kit Other: Click here to enter text.	and leaks? (see permit part ☐ Offsite fueling, and m ☐ Spill response plan.	
2.17	Minimize the fertilizers, pes	a need to store construction materials on site? (sexposure of materials with a pollution risk (certacticides, herbicides, detergents). — Covering Erodible or Liquid Materials		

		☐ Strategic Storage and Staging ☐ Enclose them in a weather product ☐ Other: Click here to enter text.		d off-site	
2.18	Does your sit BMP(s):	e have steep slopes (greater than 7	☐ Avoid ☐ Hydro ☐ Takifie	Disturbance on slope seed	No □
2.19	velocities? (se	e conditions that cause storm water the permit parts 2.3.3 and 2.3.4) the controlled to minimize sediment to the Gravel Check Dam the Divert Flows around the Site the Other: Click here to enter te	ransport. ☐ Straw Wattles (Fib ☐ Armored channel		No □
2.20		reduce storm water volume to mi permit parts 2.3.4 and 2.3.3) Utilize basin, depression storage infiltrate. Prevent heavy equipment (as no will infiltrate easier. Rip soil after heavy equipment Other: Click here to enter text	ne of storm water, cut bac nuch as possible) from co has caused compaction.	ck curb, or other to hol	d and
2.21	Is there a neereasons)? BMP(s):	ed for dust control on the site (regue ☐ Wetting with Water ☐ Use Magchloride, Calcium Chlo ☐ Stabilize surface with mulch, g ☐ Other: Click here to enter te	☐ Cover oride or Lignan Sulfonate ravel or other surface cov	Yes □ dirt piles with a tarp /er	No □
2.22	stabilized bet		permit part 2.6) 4 days with no activity, n Hydro-mulch Staked netting wit	nust be temporarily or ☐ Seeding	
2.23	If so, how wi	se be sold without any landscaping Il you leave the site for the new ho oner completes landscaping? (the p hough the site is not stabilized). Mulching/Hydro-mulching Wattles Vegetated Buffer Other: Click here to enter tex	me owner so sediment vermit can be terminated Swales Cut-Back-Curb Grade Front-Yard Lo	when the owner occup □ Silt Fence □ Seeding	

3. Sequence of Construction Activity

Type of Construction Activity	Approximate Date Range
Start/End of the Project	
Excavation activities	
Foundation/Footings	
Backfill	
Erection of Building	
Utility Lines installed (you may need to separate this into Plumbing lines, electrical lines, gas lines, water lines, Internet lines, etc.)	
Insert more rows for any stage that should be included	
Landscaping (if the house is sold or occupied by owner with landscaping, if not landscaping should not be included)	

4. Site Map

On a blank page (or include a page from the architectural drawings that show site layout and dimensions), please draw a map (and place this map in Appendix A) showing the layout of the site including locations of:

- 1. boundaries of project/property
- 2. boundaries of disturbance (including areas outside of property boundaries)
- 3. show slopes on site (if there are steep areas show steep areas)
- 4. location of structures/facilities
- 5. locations of:
 - a. stockpiles for soils and materials
 - b. construction supplies
 - c. portable toilets
 - d. garbage/trash containers
 - e. egress points/track out pads
 - f. concrete washout pits or containers
- 6. water bodies, wetlands, natural vegetative buffers
- 7. placement of all BMPs, perimeter, erosion control, sediment control, inlet protection, etc.
- 8. storm water inlets and storm water discharge points (where storm water drains off the site)
- 9. areas that will be temporarily or permanently stabilized on the site
- 10. areas where disturbances will be delayed to minimize total exposed surface at one time.

5. Potential Sources of Pollutants

Potential sources of sediment to storm water runoff:

- Clearing and grubbing operations
- Grading and site excavation operations
- Vehicle tracking
- Topsoil stripping and stockpiling
- Landscaping operations

Potential pollutants and sources, other than sediment, to storm water runoff:

- Combined Staging Area—small fueling activities, minor equipment maintenance, sanitary facilities, and hazardous waste storage.
- Materials Storage Area—general building materials, solvents, adhesives, paving materials, paints, aggregates, trash, and so on.
- Construction Activity—paving, curb/gutter installation, concrete pouring/mortar/stucco, and building construction
- Concrete Washout Area

For all potential construction site pollutants, see Table 2 below.

Table 2. Potential construction site pollutants. Circle all that applies to your site and in the last column identify pollution prevention measures to minimize their discharge.

Material/Chemical	Storm Water Pollutants	Common Location*	Pollution Prevention Methods
Pesticides (insecticides, fungicides, herbicides, rodenticide)	Chlorinated hydrocarbons, organophosphates, carbamates, arsenic	Herbicides used for noxious weed control	
Fertilizer	Nitrogen, phosphorous	Newly seeded areas	
Plaster	Calcium sulphate, calcium carbonate, sulfuric acid	Building construction	
Cleaning solvents	Perchloroethylene, methylene chloride, trichloroethylene, petroleum distillates	No equipment cleaning allowed in project limits	
Asphalt	Oil, petroleum distillates	Streets and roofing	
Concrete	Limestone, sand, pH, chromium	Curb and gutter, building construction	
Glue, adhesives	Polymers, epoxies	Building construction	
Paints	Metal oxides, Stoddard solvent, talc, calcium carbonate, arsenic	Building construction	
Curing compounds	Naphtha	Curb and gutter	

Material/Chemical	Storm Water Pollutants	Common Location*	Pollution Prevention Methods
Wood preservatives	Stoddard solvent, petroleum distillates, arsenic, copper, chromium	Timber pads and building construction	
Hydraulic oil/fluids	Mineral oil	Leaks or broken hoses from equipment	
Gasoline	Benzene, ethyl benzene, toluene, xylene, MTBE	Secondary containment/staging area	
Diesel Fuel	Petroleum distillate, oil & grease, naphthalene, xylenes	Secondary containment/staging area	
Kerosene	Coal oil, petroleum distillates	Secondary containment/staging area	
Antifreeze/coolant	Ethylene glycol, propylene glycol, heavy metals (copper, lead, zinc)	Leaks or broken hoses from equipment	
Sanitary toilets *(Area where material/chemical i	Bacteria, parasites, and viruses	Staging area	

^{*(}Area where material/chemical is used on-site)

6. Spill Prevention and Response Plan

Describe the spill prevention and control plan to include ways to reduce the chance of spills, stop the source of spills, contain and cleanup spills, dispose of materials contaminated by spills, and train personnel responsible for spill prevention and control. Additionally, fill in all **BLUE** fields below.

Spill Plan:

Click here to enter text.

Any discharges in 24 hours equal to or in excess of the reportable quantities listed in 40 CFR 117, 40 CFR 110, and 40 CFR 302 will be reported to the National Response Center and the Division of Water Quality (DWQ) as soon as practical after knowledge of the spill is known to the permittee. The permittee shall submit within 14 calendar days of knowledge of the release a written description of: the release (including the type and estimate of the amount of material released), the date that such release occurred, the circumstances leading to the release, and measures taken and/or planned to be taken to the Division of Water Quality (DWQ), 288 North 1460 West, P.O. Box 144870, Salt Lake City, Utah 84114-

4870. The Storm Water Pollution Prevention Plan must be modified within14 calendar days of knowledge of the release to provide a description of the release, the circumstances leading to the release, and the date of the release. In addition, the plan must be reviewed to identify measures to prevent the reoccurrence of such releases and to respond to such releases, and the plan must be modified where appropriate.

Agency	Phone Number
National Response Center	(800) 424-8802
Division of Water Quality (DWQ) 24-Hr Reporting	(801) 538-6146; (801) 536-4123
Utah Department of Health Emergency Response	(801) 580-6681
Local Fire Department	(XXX) XXX-XXXX

Minimum spill quantities requiring reporting:

Material	Media Released To	Reportable Quantity
Engine oil, fuel, hydraulic & brake fluid	Land	25 gallons
Paints, solvents, thinners	Land	100 lbs (13 gallons)
Engine oil, fuel, hydraulic & brake fluid	Water	Visible Sheen
Refrigerant	Air	1 lb
Antifreeze, battery acid, gasoline, engine degreasers	Air, Land, Water	100 lbs (13 gallons)

Emphasis to:

1st Priority: Protect all people (including onsite staff)

2nd Priority: Protect equipment and property

3rd Priority: Protect the environment

- 1. 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.
- 2. 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 area and call 911. LARGE SPILLS ARE LIKELY TO PRESENT A HAZARD.
- 3. Stop the spill source and contain flowing spills immediately with spill kits, dirt or other material that will achieve containment.
- 4. Call co-workers and supervisor for assistance and to make them aware of the spill and potential dangers
- 5. If spilled material has entered a storm sewer, regardless of containment; contact the City Storm Water Division.
- 6. Cleanup all spills (flowing or non-flowing) immediately following containment. Clean up spilled material according to manufacturer specifications, for liquid spills use absorbent materials AND DO NOT FLUSH AREA WITH WATER.
- 7. Properly dispose of cleaning materials and used absorbent material according to manufacturer specifications.
- 8. Report the reportable quantity to the XXXXXXXXXX City Storm Water Division.

Emergency Numbers

Utah Hazmat Response Officer 24 hrs(801)-538-3745City Police Department(XXX) XXX-XXXXCity Engineering Division(XXX) XXX-XXXX

7. SWPPP, Inspections and Corrective Action Reports

Inspection Schedule and Procedures: The permit requires inspections once a week (see permit Part 3). You must list and provide details of your BMPs in Appendix G. Inspection reports require reporting on BMPs and how effective they are (download inspection reports from the DWQ construction storm water website under the Common Plan Permit). You may be required to maintain, modify, remove, or apply/install more or different BMPs to control pollutants on the site. Please number your BMPs in Appendix G and refer to those numbers on your inspection reports and corrective action reports when you inspect or report on them.

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

Click here to enter text.

Inspections and Corrective Actions: All inspections and corrective actions must be logged using the "Inspection/Correction Action Log" attached in Appendix E. The log should be filled out completely for each BMP.

8. Training of Sub-Contractors

All sub-contractors, installers of utility connections, and others that perform activities that are affected by permit requirements will be informed about permit requirements that pertain to their scope of work.

Sub-Contractors that have been informed:

Contractor	Date	Topic(s) Covered	Initials of Trainer
Excavator			
Gas utilities			
Plumbing connection			
Electrical connection			
Concrete foundation walls			
Concrete flat work			
Landscaper			
Other: Click here to enter text.			
Other: Click here to enter text.			

Other: Click here to enter text.		
Other: Click here to enter text.		

9. Changes to the SWPPP

All changes to this SWPPP must be redlined, dated, and initialed in the SWPPP document and on the site map.

10. Record Keeping

The following items should be kept at the project site available for inspectors to review:

1. A copy of the Common Plan Permit (Appendix B)

 A copy of the Common Plan Permi The signed and certified NOI form Inspection reports (Appendix E) 			
11. Delegation of Authority ((if any)		
Duly Authorized Representatives or Position	ons:		
Company/Organization: Company of Re Name: Authorized Representative Name Position: Representative Title. Address: Click here to enter text. City: Click here to enter text. Telephone: (XXX) XXX-XXXX	State:	State Zip : XXX) XXX-XXXX	Zip Code
Owner/General Contractor Signature:			Date:
Additional Duly Authorized Representative	es or Positions:		
Company/Organization: Company of Re Name: Authorized Representative Name Position: Representative Title. Address: Click here to enter text. City: Click here to enter text. Telephone: (XXX) XXX-XXXX	State:	State Zip : XXX) XXX-XXXX	Zip Code
Owner/General Contractor Signature:			Date:
12. Discharge Information Does your project/site discharge storm wa	iter into a Municipal Se □ Yes □ No	eparate Storm Sewe	er System (MS4)?

Municipal Storm Drain System receiving the discharge from the construction project: Click here to enter text.

Receiving Waters (look up http://mapserv.utah.gov/surfacewaterquality/ to identify your receiving water body). If you discharge to a MS4 you may need to contact them to determine the receiving water that their system outfalls to.

Enter the name(s) of the first surface water(s) that receives storm water directly from your site and/or from the MS4 listed above. **Note:** multiple rows provided in the case that your site has more than one point of discharge in which each flows to different surface waters.

- 1. Click here to enter name of receiving waters.
- 2. Click here to enter name of receiving waters.
- **3.** Click here to enter name of receiving waters.
- **4.** Click here to enter name of receiving waters.

Impaired Waters (refer to http://mapserv.utah.gov/surfacewaterquality/ in the left hand column to determine status of receiving water body).

Select any impaired surface water(s) that your site will discharge to, either directly or through the MS4 selected above.

Impaired Surface Water	Is this surface water impaired?		Pollutant(s) causing the impairment	Has a TMDL been completed?		Pollutant(s) for which there is a TMDL	
Click here to enter	☐ Yes	□ No	Click here to enter	☐ Yes	□ No	Click here to enter	
text.			text.			text.	
Click here to enter	☐ Yes	□ No	Click here to enter	☐ Yes	es 🗆 No	Click here to enter	
text.	□ 162		text.	1es		text.	

13. Certification and Notification

I, Name of Authorized Construction Operator Representative, 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, 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.

V	
X	
Construction Operator:	

This SWPPP should be signed and certified by the construction operator(s).

SWPPP Appendices

Ensure the following documentation is attached to the SWPPP:

Appendix A: SWPPP Site Maps

Appendix B: Common Plan Permit

Appendix C: Notice of Intent (NOI), and a copy of the NOT form unless you plan to terminate the

permit on-line

Appendix D: Daily Site Check Log

Appendix E: Inspection Reports and Corrective Actions

Appendix F: Additional Information (i.e. permits such as local permits, dewatering, stream alteration, wetland, and out of date SWPPP documents, delegation of authority forms, etc.)

G: RMD Specifications and Details (Jabel RMDs to match the sections identified in this

Appendix G: BMP Specifications and Details (label BMPs to match the sections identified in this document.)

APPENDIX A: SWPPP Site Maps

APPENDIX B: Common Plan Permit

Find the permit on $\frac{https://deq.utah.gov/water-quality/general-construction-storm-water-updes-permits}{}$

APPENDIX C: Notice of Intent and Termination.

Find the Notice of Termination Form at https://deq.utah.gov/water-quality/general-construction-storm-water-updes-permits

However, termination of the project can be done on-line at https://secure.utah.gov/stormwater

(You must log in using the same username that you applied for your NOI with. If you completed a paper NOI you must complete a paper NOT.)

APPENDIX D: Daily Self-Inspection Log (permit part 3.2.2).

Date Initials Date Initials Date Initials Date Initials Date Initials				Daily In	spection L	og		
	Date	Initials	Date	Initials	Date	Initials	Date	Initials

APPENDIX E: Inspection Reports

Include BMPs inspected even if they are in good condition. Corrections must be completed before the next weekly inspection.

Weekly Inspection/Corrective Action Log							
Date & Time of Inspection	Weather	BMP # and Name	Description of BMP Condition or Deficiency	Initial	Correction Date (MM/DD/YY)	How the BMP was Corrected	SWPPP Changed (Y/N)

APPENDIX F: Additional Information

For permits such as local permits, dewatering, stream alteration, wetland, and out of date SWPPP documents, delegation of authority forms, etc.

Delegation of Authority
I, (name), hereby designate the person or specifically described position below to be a duly authorized representative for the purpose of overseeing compliance with environmental requirements, including the Common Plan Permit, at the construction site. The designee is authorized to sign any reports, stormwater pollution prevention plans and all other documents required by the permit.
(name of person or position)
(name of position)
(address)
(city, state, zip)
(phone)
By signing this authorization, I confirm that I meet the requirements to make such a designation as set forth in
Name:
Company:
Title:
Signature:
Date:

APPENDIX G: BMP Specifications and Details

Label BMPs to match the sections identified in this document.

Below are links to various Construction Storm Water BMP Manuals for reference.

Salt Lake County

http://slco.org/uploadedFiles/depot/publicWorks/engineering/final_bmp_constructi.pdf
BEST MANAGEMENT PRACTICES FOR CONSTRUCTION ACTIVITIES

Davis County

http://www.daviscountyutah.gov/docs/librariesprovider20/default-document-library/stormwater-best-management-practices.pdf?sfvrsn=c9cd4053_2

A Guide to Stormwater Best Management Practices

Nevada DOT

https://www.nevadadot.com/home/showdocument?id=9417

Stormwater Quality Manuals: Construction Site Best Management Practices (BMPs) Manual

Caltrans

http://www.dot.ca.gov/hq/construc/stormwater/CSBMP-May-2017-Final.pdf

Construction Site Best Management Practices (BMP) Manual

Oregon

http://www.oregon.gov/deg/FilterPermitsDocs/BMPManual.pdf

Construction Stormwater Best Management Practices Manual

Los Angeles

http://dpw.lacounty.gov/cons/specs/BMPManual.pdf

Construction Site Best Management Practices (BMPs) Manual

Maricopa County (Arizona)

https://www.maricopa.gov/DocumentCenter/View/2368/2015-03-Drainage-Design-Manual-for-Maricopa-County-Volume-III-Erosion-pdf

Drainage Design Manual for Maricopa County (Erosion Control)

Minnesota

https://www.pca.state.mn.us/sites/default/files/wq-strm2-09.pdf

Stormwater Compliance Assistance Toolkit for Small Construction Operators