

Stormwater Pollution Prevention Plan for:

HCA Lee's Summit Medical Center
2000 Shenandoah Drive
Lee's Summit, MO 64063

Owner:

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Contractor:

Company: TBD
Contact:
Address:
City, State, Zip:
Phone:
Email:

SWPPP Preparation Date:

9/9/2024

Estimated Project Dates:

Project Start Date: February 2025
Project Completion Date: May 2026



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SECTION 1: SITE EVALUATION, ASSESSMENT, AND PLANNING

1.1 Project/Site Information

Project/Site Name: HCA Lee's Summit Medical Center

Project Street/Location: 2000 Shenandoah Drive

City: Lee's Summit State: MO ZIP Code: 64063

County or Similar Subdivision: Jackson County

Latitude/Longitude (Use **one** of three possible formats, and specify method)

Latitude: 38.904401 N Longitude: -94.32022 W

Method for determining latitude/longitude:

USGS topographic map (specify scale: _____) EPA Web site GPS
 Other (please specify): Google Earth

Is the project located in Indian country? Yes No

If yes, name of Reservation, or if not part of a Reservation, indicate "not applicable." N/A

Is this project considered a federal facility? Yes No

NPDES project or permit tracking number*: MORA26823

**(This is the unique identifying number assigned to your project by your permitting authority after you have applied for coverage under the appropriate National Pollutant Discharge Elimination System (NPDES) construction general permit.)*

1.2 Contact Information/Responsible Parties

Company: Midwest Division – LSH, LLC

Contact: Todd Maxwell

Address: PO Bos 80610

City, State, Zip: Indianapolis, IN 46280

Phone: (615) 344 2553

Email: todd.maxwell@hcahealthcare.com

Company:
Contact:
Address:
City, State, Zip:
Phone:
Email:

Emergency 24-Hour Contact:

Company: _____
Contact: _____
Phone: _____

This SWPPP was Prepared by:

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Subcontractor:

Company: TBD
Contact: _____
Address: _____
City, State, Zip Code: _____
Phone: _____
Email: _____

Subcontractor:

Company: _____
Contact: _____
Address: _____
City, State, Zip Code: _____
Phone: _____
Email: _____
Company: _____

1.3 Nature and Sequence of Construction Activity

Describe the general scope of the work for the project, major phases of construction, etc:

This project will consist of the construction of a 40-unit apartment complex, complete with a new length of public ROW, parking, and amenity spaces

What is the function of the construction activity?

Residential Commercial Industrial Road Construction Linear Utility
 Other (please specify): Parking Lot with Hospital Access

Estimated Project Start Date: February 2025

Estimated Project Completion Date: May 2026

1.4 Soils, Slopes, Vegetation, and Current Drainage Patterns

Soil type(s):

According to the NRCS soils map, the site soils consist of Udarents-Urban Land-Sampsel Complex (rated C-type soils).

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

The existing site is generally highest in elevation in the middle of the proposed parking lot area, where a stockpile from previous construction activity has been created.

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

Current drainage patterns convey runoff northeast across the site, where it converges into a small stream.

Vegetation:

The site is currently covered with grass and sparse trees.

Other:

1.5 Construction Site Estimates

The following are estimates of the construction site.

Total project area (onsite):	24.5 +/- acres
Construction site area to be disturbed (incl. offsite grading):	1.50 +/- acres
Percentage impervious area before construction:	4.0 %
Curve Number before construction:	76
Percentage impervious area after construction:	44%
Curve Number after construction:	82

1.6 Receiving Waters

Description of receiving waters:

The receiving water for this site is an unnamed tributary that ultimately enters the Prairie Lee Lake.

Description of storm sewer systems:

The stormwater runoff will be drained via sheet flow, shallow concentrated flow, and underground storm drain pipes to a dry detention pond, which will discharge via a controlled outlet structure to the unnamed tributary.

Description of impaired waters or waters subject to TMDLs:

N/A

Other:

There are no known wetlands on this site.

1.7 Site Features and Sensitive Areas to be Protected

Description of unique features that are to be preserved:

N/A

Describe measures to protect these features:

N/A

1.8 Potential Sources of Pollution

Potential sources of sediment to stormwater runoff:

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

Potential pollutants and sources, other than sediment, to stormwater 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.
- Concrete Washout Area

Trade Name Material	Stormwater Pollutants	Location
Pesticides (insecticides, fungicides, herbicides, rodenticides)	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
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	Bacteria, parasites, and viruses	Staging area

1.9 Endangered Species Certification

Are endangered or threatened species and critical habitats on or near the project area?

Yes No

If yes, describe the species and/or critical habitat:

NA

If yes, describe or refer to documentation that determines the likelihood of an impact on identified species and/or habitat and the steps taken to address that impact. (Note, if species are on or near your project site, EPA strongly recommends that the site operator work closely with the appropriate field office of the U.S. Fish and Wildlife Service or National Marine Fisheries Service. For concerns related to state or tribal listing of species, please contact a state or tribal official.)

NA

1.10 Historic Preservation

Are there any historic sites on or near the construction site?

Yes No

If yes, describe or refer to documentation that determines the likelihood of an impact on this historic site and the steps taken to address that impact.

NA

1.11 Applicable Federal, Tribal, State or Local Programs

There are no known special or extra federal, tribal, state or local soil and erosion control and stormwater requirements that apply to this construction site.

1.12 Maps

The site maps and drawings are attachments to this SWPPP.

SECTION 2: EROSION AND SEDIMENT CONTROL BMPS

2.1 *Minimize Disturbed Area and Protect Natural Features and Soil*

Construction Fencing

The site will be fenced to demarcate the construction area.

2.2 *Phase Construction Activity*

The proposed project is too small for phased grading to be practical. The areas of the site that will remain vegetated after construction will be graded first and stabilized immediately after grading activities are completed. All other areas of the construction site will be stabilized if site work is not planned for more than 14 days. To minimize potential erosion from the site, only areas necessary to construct the construction exit will be disturbed initially. This area will be cleared, grubbed, and graded and the above measures will be installed. This area will be stabilized immediately after construction but no later than 14 days after construction ceases. Graded areas will be stabilized immediately after construction but no later than 14 days after construction ceases.

2.3 *Control Stormwater Flowing onto and through the Project*

Silt Fence

BMP Description: Silt fences will be installed along the perimeters of the site and around any soil stockpiles, as noted on the EPSC plans. Silt fences will be installed by excavating a 12-inch-deep trench along the line of proposed installation. Wooden posts supporting the silt fence will be spaced 4 to 6 feet apart and driven securely into the ground; a minimum of 18 to 20 inches deep. The silt fence will be fastened securely to the wooden posts with wire ties spaced every 24 inches at the top, mid section, and bottom of the wooden post. The bottom edge of the silt fence will extend across the bottom of the trench and the trench will be backfilled and compacted to prevent stormwater and sediment from discharging underneath the silt fence. Where the installation of silt fences is not practical, sediment tubes should be used (see above).

<i>Installation Schedule:</i>	The silt fences will be installed before construction begins at the site and around topsoil stockpiles once they have been established.
<i>Maintenance and Inspection:</i>	Silt fences will be inspected twice-weekly and immediately after storm events to ensure it is intact and that there are no gaps where the fence meets the ground or tears along the

	length of the fence. If gaps or tears are found during the inspection, the fabric will be repaired or replaced immediately. Accumulated sediment will be removed from the fence base if it reaches one-third the height of the silt fence and hauled off-site for disposal at the landfill. If accumulated sediment is creating noticeable strain on the fabric and the fence might fail from a sudden storm event, the sediment will be removed more frequently. Before the fence is removed from the project area, the sediment will be removed. The anticipated life span of the silt fence is 6 months and will likely need to be replaced after this period.
Responsible Staff:	Contractor

Temporary Siltation Eels

BMP Description: Siltation eels will be installed where silt fence is not practical. Installation is accomplished by placing siltation eels along the line of proposed installation. Sand bags are then to be placed on top of the siltation eels at 10' intervals.

Installation Schedule:	The siltation eels will be installed before construction begins at the site and around topsoil stockpiles once they have been established.
Maintenance and Inspection:	Siltation eels will be inspected twice-weekly and immediately after storm events to ensure it is intact and that there are no tears along the length of the eel. If gaps or tears are found during the inspection, the fabric will be repaired or replaced immediately. Accumulated sediment will be removed from the eel base if it reaches one-third the height of the eel and hauled off-site for disposal at the landfill. If accumulated sediment is creating noticeable strain on the fabric and the eel might fail from a sudden storm event, the sediment will be removed more frequently. Before the eel is removed from the project area, the sediment will be removed. The anticipated life span of the siltation eel is 6-12 months and will likely need to be replaced after this period.
Responsible Staff:	Contractor

2.4 Stabilize Soils

Temporary Stabilization

BMP Description: Temporary seeding will provide immediate protection to exposed soils where construction will cease for more than 14 days before construction activities are resumed. Straw mulch will cover the seeded areas.

<input type="checkbox"/> Permanent	<input checked="" type="checkbox"/> Temporary
Installation Schedule:	Portions of the site where construction activities will temporarily cease for more than 14 days will be stabilized with mulch.
Maintenance and Inspection:	Seeded areas will be inspected weekly and after storm events to check for movement of mulch or erosion. If washout, breakage, or erosion occurs, the surface will be repaired, and new seeding will be applied to the damaged area.
Responsible Staff:	Contractor

Permanent Stabilization

BMP Description: Permanent stabilization will be done immediately after the final design grades are achieved but no later than 14 days after construction ceases. Native species of plants will be used to establish vegetative cover on exposed soils. Permanent stabilization will be completed in accordance with the final stabilization procedures in Section 7.

<input checked="" type="checkbox"/> Permanent	<input type="checkbox"/> Temporary
Installation Schedule:	Portions of the site where construction activities have permanently ceased will be stabilized, as soon as possible but no later than 14 days after construction ceases.
Maintenance and Inspection:	All seeded areas will be inspected weekly during construction activities for failure and after storm events until a dense cover of vegetation has been established. If failure is noticed at the seeded area, the area will be reseeded, fertilized, and mulched immediately. After construction is completed at the site, permanently stabilized areas will be monitored until final stabilization is reached.
Responsible Staff:	Contractor

Dust Control

BMP Description: If necessary, dust from the site will be controlled by using a mobile pressure-type distributor truck to apply potable water to disturbed areas. The mobile unit will apply water at a rate of 300 gallons per acre and minimized as necessary to prevent runoff and ponding.

<input type="checkbox"/> <i>Permanent</i>	<input checked="" type="checkbox"/> <i>Temporary</i>
<i>Installation Schedule:</i>	Dust control will be implemented as needed once site grading has been initiated and during windy conditions (forecasted or actual wind conditions of 20 mph or greater) while site grading is occurring. Spraying of potable water will be performed no more than three times a day during the months of May–September and once per day during the months of October–April or whenever the dryness of the soil warrants it.
<i>Maintenance and Inspection:</i>	At least one mobile unit will be available at all times to distribute potable water to control dust on the project area. Each mobile unit will be equipped with a positive shutoff valve to prevent over watering of the disturbed area. For vehicle and equipment maintenance practices, see Section 3, Part 3.4.
<i>Responsible Staff:</i>	Contractor

2.5 Protect Slopes

Erosion Control Matting

<i>BMP Description:</i> Erosion control matting will be installed on any slopes equal to or exceeding 3:1. Permanent matting will be required for slopes over 3:1. Installation of the matting consists of unrolling strips of matting as outlined in the manufacturer's specifications and securing them to the ground with staples. Installation patterns, staple locations, and maintenance tasks will be outlined by the manufacturer.	
<i>Installation Schedule:</i>	Erosion control matting will be installed toward the end of construction, when the site is largely stabilized, or when steep slopes are completely graded. Other installation times/schedules shall be as noted on the EPSC plans.
<i>Maintenance and Inspection:</i>	Maintenance and inspection tasks will be as outlined in the manufacturer's specifications.
<i>Responsible Staff:</i>	Contractor

2.6 Protect Storm Drain Inlets

Storm Drain Inlet Protection

BMP Description: Inlets will be protected from sediment by using sediment tube, silt fence, or sandbag barriers at the discretion of the contractor.

For silt fence, place 2" x 2" wooden stakes around the perimeter of the inlet a maximum of 3'

apart and drive them at least 8" into the ground. The stakes must be at least 3' long. Excavate a trench approximately 8" wide and 12" deep around the outside perimeter of the stakes. Staple the filter fabric to wooden stakes so that 32" of the fabric extends out and can be formed into the trench. Use heavy-duty wire staples at least 1" in length. Backfill the trench with ¾" or less washed gravel all the way around.

Sediment tubes will be installed by laying them flat on the ground and staking them on the downstream side at a spacing per manufacturer's recommendation. All rocks, vegetation, or any debris shall be removed prior to installation so that the tube makes direct contact with the ground. When sediment tubes are placed directly on paved surfaces, the tube shall be placed flat on the ground, with sand bags placed directly on top of the tube to prevent movement and provide stabilization. Sand bags shall be placed perpendicular to the run, and at a spacing of not less than 8 feet.

<input type="checkbox"/> <i>Permanent</i>	<input checked="" type="checkbox"/> <i>Temporary</i>
<i>Installation Schedule:</i>	The inlet protection will be installed on the existing inlets before construction begins.
<i>Maintenance and Inspection:</i>	Replace or clean clogged filter fabric immediately. Make sure the fabric doesn't have any holes or tears. Remove sediment when depth exceeds one-third the height of the fabric. Inspect all inlet and catch basin protection devices twice-weekly, before and after every rainfall event. During extended rainfall events, inspect inlet protection devices at least once every 24 hours. Inspect the storm drain inlet or other infrastructure downstream after severe storms in the rainy season to check for bypassed material. Remove all inlet protection devices within thirty days after the site is stabilized, or when the inlet protection is no longer needed. Bring the disturbed area to final grade and smooth and compact it. Appropriately stabilize all bare areas around the inlet. Clean around and inside the storm drain inlet as it must be free of sediment and debris at the time of final inspection.
<i>Responsible Staff:</i>	Contractor

2.7 Establish Perimeter Controls and Sediment Barriers

Silt Fence

BMP Description: Silt fences will be installed along the perimeters of the site and around any soil stockpiles, as noted on the EPSC plans. Silt fences will be installed by excavating a 12-inch-deep trench along the line of proposed installation. Wooden posts supporting the silt fence will be spaced 4 to 6 feet apart and driven securely into the ground; a minimum of 18 to 20 inches deep. The silt fence will be fastened securely to the wooden posts with wire ties spaced every 24 inches at the top, mid section, and bottom of the wooden post. The bottom edge of the silt fence will extend across the bottom of the trench and the trench will be backfilled and compacted to prevent

stormwater and sediment from discharging underneath the silt fence. Where the installation of silt fences is not practical, sediment tubes should be used (see above).	
Installation Schedule:	The silt fences will be installed before construction begins at the site and around topsoil stockpiles once they have been established.
Maintenance and Inspection:	Silt fences will be inspected twice-weekly and immediately after storm events to ensure it is intact and that there are no gaps where the fence meets the ground or tears along the length of the fence. If gaps or tears are found during the inspection, the fabric will be repaired or replaced immediately. Accumulated sediment will be removed from the fence base if it reaches one-third the height of the silt fence and hauled off-site for disposal at the landfill. If accumulated sediment is creating noticeable strain on the fabric and the fence might fail from a sudden storm event, the sediment will be removed more frequently. Before the fence is removed from the project area, the sediment will be removed. The anticipated life span of the silt fence is 6 months and will likely need to be replaced after this period.
Responsible Staff:	Contractor

Temporary Siltation Eels

BMP Description: Siltation eels will be installed where silt fence is not practical. Installation is accomplished by placing siltation eels along the line of proposed installation. Sand bags are then to be placed on top of the siltation eels at 10' intervals.	
Installation Schedule:	The siltation eels will be installed before construction begins at the site and around topsoil stockpiles once they have been established.
Maintenance and Inspection:	Siltation eels will be inspected twice-weekly and immediately after storm events to ensure it is intact and that there are no tears along the length of the eel. If gaps or tears are found during the inspection, the fabric will be repaired or replaced immediately. Accumulated sediment will be removed from the eel base if it reaches one-third the height of the eel and hauled off-site for disposal at the landfill. If accumulated sediment is creating noticeable strain on the fabric and the eel might fail from a sudden storm event, the sediment will be removed more frequently. Before the eel is removed from the project area, the sediment will be removed. The anticipated life span of the siltation eel is 6-12 months and will likely need to be replaced after this period.
Responsible Staff:	Contractor

2.8 Retain Sediment On-Site

Silt Fence

BMP Description: Silt fences will be installed along the perimeters of the site and around any soil stockpiles, as noted on the EPSC plans. Silt fences will be installed by excavating a 12-inch-deep trench along the line of proposed installation. Wooden posts supporting the silt fence will be spaced 4 to 6 feet apart and driven securely into the ground; a minimum of 18 to 20 inches deep. The silt fence will be fastened securely to the wooden posts with wire ties spaced every 24 inches at the top, mid section, and bottom of the wooden post. The bottom edge of the silt fence will extend across the bottom of the trench and the trench will be backfilled and compacted to prevent stormwater and sediment from discharging underneath the silt fence. Where the installation of silt fences is not practical, sediment tubes should be used (see above).

Installation Schedule:	The silt fences will be installed before construction begins at the site and around topsoil stockpiles once they have been established.
Maintenance and Inspection:	Silt fences will be inspected twice-weekly and immediately after storm events to ensure it is intact and that there are no gaps where the fence meets the ground or tears along the length of the fence. If gaps or tears are found during the inspection, the fabric will be repaired or replaced immediately. Accumulated sediment will be removed from the fence base if it reaches one-third the height of the silt fence and hauled off-site for disposal at the landfill. If accumulated sediment is creating noticeable strain on the fabric and the fence might fail from a sudden storm event, the sediment will be removed more frequently. Before the fence is removed from the project area, the sediment will be removed. The anticipated life span of the silt fence is 6 months and will likely need to be replaced after this period.
Responsible Staff:	Contractor

Temporary Siltation Eels

BMP Description: Siltation eels will be installed where silt fence is not practical. Installation is accomplished by placing siltation eels along the line of proposed installation. Sand bags are then to be placed on top of the siltation eels at 10' intervals.

Installation Schedule:	The siltation eels will be installed before construction begins at the site and around topsoil stockpiles once they
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	have been established.
<i>Maintenance and Inspection:</i>	Siltation eels will be inspected twice-weekly and immediately after storm events to ensure it is intact and that there are no tears along the length of the eel. If gaps or tears are found during the inspection, the fabric will be repaired or replaced immediately. Accumulated sediment will be removed from the eel base if it reaches one-third the height of the eel and hauled off-site for disposal at the landfill. If accumulated sediment is creating noticeable strain on the fabric and the eel might fail from a sudden storm event, the sediment will be removed more frequently. Before the eel is removed from the project area, the sediment will be removed. The anticipated life span of the siltation eel is 6-12 months and will likely need to be replaced after this period.
<i>Responsible Staff:</i>	Contractor

2.9 Establish Stabilized Construction Exits

Stabilized Construction Exits

BMP Description: Anti-tracking pads consisting of stone will be installed, as identified on the site map, to prevent the off-site transport of sediment by construction vehicles. The anti-tracking pads will be at least 50 feet long, a minimum of 10 feet wide, flared at the end closest to the paved road, and will consist of a 6-inch-thick layer of crushed stone (2 inches in diameter). The crushed stone will be placed over a layer of geotextile filter fabric to reduce the mitigation of sediment from the underlying soil.

<i>Installation Schedule:</i>	The stabilized exit will be installed before construction begins on the site. The stone will remain in place until the subgrade of pavement is installed at the site. The anti-tracking pads will be placed on the pavement and will remain until all areas of the site have been stabilized.
<i>Maintenance and Inspection:</i>	The exit will be inspected weekly and after storm events or heavy use. The exit will be maintained in a condition that will prevent tracking or flowing of sediment onto the roadway. This could require adding additional crushed stone to the exit. All sediment tracked, spilled, dropped, or washed onto surrounding roads will be swept up immediately and hauled off-site for disposal at the landfill. Sediment will be swept from the anti-tracking pad at least weekly, or more often if necessary. If excess sediment has clogged the pad, the exit will be toppedressed with new crushed stone. Replacement of the entire pad might be necessary when the pad becomes completely filled with sediment. The pad will be reshaped as needed for drainage and runoff control. Broken road

	pavement as a result of construction activities on roadways immediately adjacent to the project site will be repaired immediately. The stone anti-tracking pad will be removed before the subgrade of pavement is applied to the parking lot. The removed stone and sediment from the pad will be hauled off-site and disposed of at the landfill.
Responsible Staff:	Contractor

2.10 Additional BMPs

Street Sweeping

BMP Description: If necessary, street sweeping will be performed on surrounding roads to remove sediments and other contaminants directly from the paved surfaces.	
Installation Schedule:	Street sweeping will occur as necessary and if necessary, before forecasted storm events.
Maintenance and Inspection:	All materials collected during street sweeping will be disposed of at an off-site location by the subcontractor.
Responsible Staff:	Contractor

SECTION 3: GOOD HOUSEKEEPING BMPS

3.1 Material Handling and Waste Management

Waste Materials

BMP Description: All waste materials will be collected and disposed of into trash dumpsters in the materials storage area. Dumpsters will have a secure watertight lid, be placed away from stormwater conveyances and drains, and meet all federal, state, and municipal regulations. Only trash and construction debris from the site will be deposited in the dumpster. No construction materials will be buried on-site. All personnel will be instructed, during tailgate training sessions, regarding the correct disposal of trash and construction debris. Notices that state these practices will be posted in the office trailer and the individual who manages day-to-day site operations will be responsible for seeing that these practices are followed.

Installation Schedule:	Trash dumpsters will be installed once the materials storage area has been established.
Maintenance and Inspection:	The dumpsters will be inspected weekly and immediately after storm events. The dumpster will be emptied weekly and taken to the landfill. If trash and construction debris are exceeding the dumpster's capacity, the dumpsters will be emptied more frequently.
Responsible Staff:	Contractor

Hazardous Waste Materials

BMP Description: All hazardous waste materials such as oil filters, petroleum products, paint, and equipment maintenance fluids will be stored in structurally sound and sealed shipping containers, within the hazardous materials storage area. Hazardous waste materials will be stored in appropriate and clearly marked containers and segregated from other non-waste materials. Secondary containment will be provided for all waste materials in the hazardous materials storage area and will consist of commercially available spill pallets. Additionally, all hazardous waste materials will be disposed of in accordance with federal, state, and municipal regulations. Hazardous waste materials will not be disposed of into the on-site dumpsters. All personnel will be instructed, during tailgate training sessions, regarding proper procedures for hazardous waste disposal. Notices that state these procedures will be posted in the office trailer and the individual who manages day-to-day site operations will be responsible for seeing that these procedures are followed.

Installation Schedule:	Shipping containers used to store hazardous waste materials will be installed once the site materials storage area has been installed.
Maintenance and Inspection:	The hazardous waste material storage areas will be inspected weekly and after storm events. The storage areas will be kept clean, well organized, and equipped with ample cleanup supplies

	as appropriate for the materials being stored. Material safety data sheets, material inventory, and emergency contact numbers will be maintained in the office trailer.
Responsible Staff:	Contractor

Recycling

BMP Description: If recycling is used, wood pallets, cardboard boxes, and other recyclable construction scraps will need to be disposed of in a designated dumpster for recycling. The dumpster will have a secure watertight lid, be placed away from stormwater conveyances and drains and meet all local and state solid-waste management regulations. Only solid recyclable construction scraps from the site will be deposited in the dumpster. All personnel will be instructed, during tailgate training sessions, regarding the correct procedure for disposal of recyclable construction scraps. Notices that state these procedures will be posted in the office trailer, and the individual who manages day-to-day site operations will be responsible for seeing that these procedures are followed.	
Installation Schedule:	If used, designated recycling dumpsters will be installed once the combined staging area has been established.
Maintenance and Inspection:	The recycling dumpster will be inspected weekly and immediately after storm events. The recycling dumpster will be emptied weekly and taken to an approved recycling center by Ways Waste and Sanitary Services. If recyclable construction wastes are exceeding the dumpster's capacity, the dumpsters will be emptied more frequently.
Responsible Staff:	Contractor

3.2 Establish Proper Building Material Staging Areas

Materials Storage Area

BMP Description: Construction equipment and maintenance materials will be stored at the combined staging area and materials storage areas. Gravel bag berms will be installed around the perimeter to designate the staging and materials storage area. A watertight shipping container will be used to store hand tools, small parts, and other construction materials.

Nonhazardous building materials such as packaging material (wood, plastic, and glass), and construction scrap material (brick, wood, steel, metal scraps, and pipe cuttings) will be stored in a separate covered storage facility adjacent to the shipping container. All hazardous-waste materials such as oil filters, petroleum products, paint, and equipment maintenance fluids will be stored in structurally sound and sealed containers under cover within the hazardous materials storage area.

Very large items, such as framing materials and stockpiled lumber, will be stored in the open in the materials storage area. Such materials will be elevated on wood blocks to minimize contact

with runoff.	
<i>Installation Schedule:</i>	The materials storage area will be installed after grading and before any infrastructure is constructed at the site.
<i>Maintenance and Inspection:</i>	The storage area will be inspected weekly and after storm events. The storage area will be kept clean, well organized, and equipped with ample cleanup supplies as appropriate for the materials being stored. Perimeter controls, containment structures, covers, and liners will be repaired or replaced as needed to maintain proper function.
<i>Responsible Staff:</i>	Contractor

3.3 Designate Washout Areas

Concrete Washout

BMP Description: A designated temporary, above-grade concrete washout area will be constructed. The temporary concrete washout area will be constructed as shown in Figure 5, with a recommended minimum length and minimum width of 10 feet, but with sufficient quantity and volume to contain all liquid and concrete waste generated by washout operations. The washout area will be lined with plastic sheeting at least 10 mils thick and free of any holes or tears. Signs will be posted marking the location of the washout area to ensure that the concrete equipment operators use the proper facility.

Concrete pours will be conducted during or before an anticipated storm event. Concrete mixer trucks and chutes will be washed in the designated area or concrete wastes will be properly disposed of off-site. When the temporary washout area is no longer needed for the construction project, the hardened concrete and materials used to construct the area will be removed and disposed of according to the maintenance section below, and the area will be stabilized.

<i>Installation Schedule:</i>	The washout area will be constructed before concrete pours occur at the site.
<i>Maintenance and Inspection:</i>	The washout areas will be inspected daily to ensure that all concrete washing is being discharged into the washout area, no leaks or tears are present, and to identify when concrete wastes need to be removed. The washout areas will be cleaned out once the area is filled to 75 percent of the holding capacity. Once the area's holding capacity has been reached, the concrete wastes will be allowed to harden; the concrete will be broken up, removed, and taken to the landfill for disposal. The plastic sheeting will be replaced if tears occur during removal of concrete wastes from the washout area.
<i>Responsible Staff:</i>	Contractor

3.4 Establish Proper Equipment/Vehicle Fueling and Maintenance Practices

Vehicle/Equipment Fueling and Maintenance

BMP Description: Several types of vehicles and equipment will be used on-site throughout the project, including graders, scrapers, excavators, loaders, paving equipment, rollers, trucks and trailers, backhoes, and forklifts. All major equipment/vehicle fueling and maintenance will be performed off-site. If vehicle fueling must occur on-site, the fueling activity will occur in the staging area. Only minor equipment maintenance will occur on-site. All equipment fluids generated from maintenance activities will be disposed of into designated drums stored on spill pallets in accordance with Part 3.1. Absorbent, spill-cleanup materials and spill kits will be available at the combined staging and materials storage area. Drip pans will be placed under all equipment receiving maintenance and vehicles and equipment parked overnight.

Installation Schedule:	BMPs implemented for equipment and vehicle maintenance and fueling activities will begin at the start of the project.
Maintenance and Inspection:	Inspect equipment/vehicle storage areas and fuel tank weekly and after storm events. Vehicles and equipment will be inspected on each day of use. Leaks will be repaired immediately, or the problem vehicle(s) or equipment will be removed from the project site. Keep ample supply of spill-cleanup materials on-site and immediately clean up spills and dispose of materials properly.
Responsible Staff:	Contractor

3.5 Control Equipment/Vehicle Washing

BMP Description: All equipment and vehicle washing will be performed off-site.

Installation Schedule:	N/A
Maintenance and Inspection:	N/A
Responsible Staff:	Contractor

3.6 Spill Prevention and Control Plan

Spill Prevention and Control Procedures

BMP Description:

- Employee Training: All employees will be trained via biweekly tailgate sessions, as detailed in Section 6, Part 6.3.
- Vehicle Maintenance: Vehicles and equipment will be maintained off-site. All vehicles and equipment including subcontractor vehicles will be checked for leaking oil and fluids. Vehicles leaking fluids will not be allowed on-site. Drip pans will be placed under all vehicles and equipment that are parked overnight.
- Hazardous Material Storage: Hazardous materials will be stored in accordance with Section 3, Part 1 and federal and municipal regulations.
- Spill Kits: Spill kits will be within the materials storage area and concrete washout areas.
- Spills: All spills will be cleaned up immediately upon discovery. Spent absorbent materials and rags will be hauled off-site immediately after the spill is cleaned up for disposal at the landfill. Spills large enough to discharge to surface water will be reported to the National Response Center at 1-800-424-8802.
- Material safety data sheets, a material inventory, and emergency contact information will be maintained at the on-site project trailer.

<i>Installation Schedule:</i>	The spill prevention and control procedures will be implemented once construction begins on-site.
<i>Maintenance and Inspection:</i>	All personnel will be instructed, during tailgate training sessions, regarding the correct procedures for spill prevention and control. Notices that state these practices will be posted in the office trailer, and the individual who manages day-to-day site operations will be responsible for seeing that these procedures are followed.
<i>Responsible Staff:</i>	Contractor

3.7 Any Additional BMPs

BMP Description: No Additional BMPs were identified.

<i>Installation Schedule:</i>	N/A
<i>Maintenance and Inspection:</i>	N/A
<i>Responsible Staff:</i>	Contractor

3.8 Allowable Non-Stormwater Discharge Management

If any changes in construction activities that produce other allowable non-stormwater discharges are identified, the SWPPP will be amended and the appropriate erosion and sediment control will be implemented.

Water Used to Control Dust

BMP Description: Dust control will be implemented as needed once site grading has begun and during windy conditions (forecasted or actual wind conditions of 20 mph or greater) while site grading is occurring. Spraying of potable water at a rate of 300 gallons per acre or less will be performed by a mobile pressure-type distributor truck no more than three times a day during the months of May–September and once per day during the months of October–April or whenever the dryness of the soil warrants it.

Responsible Staff:	Contractor
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Landscape Irrigation

BMP Description: Irrigation waters will not be sprayed onto impermeable surfaces such as paved driveways and roads. Waters will be directed onto soil and lawns by using hoses and correctly sized sprinklers with adjustable spray patterns. To avoid discharges of irrigation waters, the sprinklers will have low-flow rates and increased watering time. The irrigated area will be inspected for excess watering and to adjust watering times and schedules.

Responsible Staff:	Contractor
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SECTION 4: SELECTING POST-CONSTRUCTION BMPs

Mulching and Seeding

All areas disturbed by construction shall be stabilized with mulching and seeding immediately following finish grading. Seeded areas will be fertilized and mulched.

SECTION 5: INSPECTIONS / SITE ASSESSMENT

5.1 Inspections

1. Inspection Personnel:

Contractor's Designated Inspector: _____

Years of Experience: _____

Education: _____

Training: _____

2. Inspection Personnel Qualifications:

Inspectors performing the required twice weekly inspections must have an active certification by completing the "Fundamentals of Erosion Prevention and Sediment Control Level I" course. A copy of the certification or training record for inspector certification should be kept on site.

3. Inspection Schedule and Procedures:

a) Inspections described in paragraphs b, c and d below, shall be performed at least twice every calendar week. Inspections shall be performed at least 72 hours apart. Where sites or portion(s) of construction sites have been temporarily stabilized, or runoff is unlikely due to winter conditions (e.g., site covered with snow or ice) or due to extreme drought, such inspection only has to be conducted once per month until thawing or precipitation results in runoff or construction activity resumes. Inspection requirements do not apply to definable areas that have been finally stabilized. Written notification of the intent to change the inspection frequency and the justification for such request must be submitted to the local Environmental Field Office, or the division's Nashville Central Office for projects of the Tennessee Department of Transportation (TDOT) and the Tennessee Valley Authority (TVA). Should TDEC discover that monthly inspections of the site are not appropriate due to insufficient stabilization measures or otherwise, twice weekly inspections shall resume. TDEC may inspect the site to confirm or deny the notification to conduct monthly inspections.

b) Qualified personnel, as defined above (provided by the permittee or cooperatively by multiple permittees) shall inspect disturbed areas of the construction site that have not been finally

stabilized, areas used for storage of materials that are exposed to precipitation, structural control measures, locations where vehicles enter or exit the site, and each outfall.

c) Disturbed areas and areas used for storage of materials that are exposed to precipitation shall be inspected for evidence of, or the potential for, pollutants entering the site's drainage system. Erosion prevention and sediment control measures shall be observed to ensure that they are operating correctly.

d) Outfall points (where discharges leave the site and/or enter waters of the state) shall be inspected to determine whether erosion prevention and sediment control measures are effective in preventing significant impacts to receiving waters. Where discharge locations are inaccessible, nearby downstream locations shall be inspected. Locations where vehicles enter or exit the site shall be inspected for evidence of offsite sediment tracking.

e) Based on the results of the inspection, any inadequate control measures or control measures in disrepair shall be replaced or modified, or repaired as necessary, before the next rain event, but in no case more than 7 days after the need is identified.

f) Based on the results of the inspection, the site description and pollution prevention measures identified in this SWPPP shall be revised as appropriate, but in no case later than 7 days following the inspection. Such modifications shall provide for timely implementation of any changes to the SWPPP, but in no case later than 14 days following the inspection.

g) All inspections shall be documented on the Construction Stormwater Inspection Certification form provided in Appendix D of this SWPPP for all construction sites. Inspection documentation will be maintained on site and made available to TDEC upon request. Inspection reports must be submitted to TDEC within 10 days of the request. If TDEC requests the Construction Stormwater Inspection Certification form to be submitted, the submitted form must contain the printed name and signature of the trained certified inspector and the person who meets the signatory requirements of section 7.7.2 of the NPDES General Permit.

h) Trained certified inspectors shall complete inspection documentation to the best of their ability. Falsifying inspection records or other documentation or failure to complete inspection documentation shall result in a violation of this permit and any other applicable acts or rules.

i) Subsequent operator(s) (primary permittees) who have obtained coverage under the NPDES General Permit should conduct twice weekly inspections, unless their portion(s) of the site has been temporarily stabilized, or runoff is unlikely due to winter conditions or due to extreme drought as stated in paragraph a) above. The primary permittee (such as a developer) is no longer required to conduct inspections of portions of the site that are covered by a subsequent primary permittee (such as a home builder).

For a copy of the inspection report, see Appendix D of this SWPPP.

5.2 Site Assessment

1. Site Assessment Personnel:

Contractor's Designated Inspector: _____

Years of Experience: _____

Education: _____

Training: _____

2. Site Assessment Personnel Qualifications:

The site assessment shall be performed by individuals with the following qualifications:

- a licensed professional engineer or landscape architect;
- a Certified Professional in Erosion and Sediment Control (CPESC) or
- a person that successfully completed the "Level II Design Principles for Erosion Prevention and Sediment Control for Construction Sites" course.

3. Site Assessment Schedule and Procedures:

Quality assurance of erosion prevention and sediment controls shall be done by performing site assessment at a construction site. The site assessment shall be conducted at each outfall involving drainage totaling 10 or more acres or 5 or more acres if draining to an impaired or exceptional quality waters, within a month of construction commencing at each portion of the site that drains the qualifying acreage of such portion of the site.

As a minimum, site assessment should be performed to verify the installation, functionality and performance of the EPSC measures described in the SWPPP. The site assessment should be performed with the inspector, and should include a review and update (if applicable) of the SWPPP. Modifications of plans and specifications for any building or structure, including the design of sediment basins or other sediment controls involving structural, hydraulic, hydrologic or other engineering calculations shall be prepared by a licensed professional engineer or landscape architect and stamped and certified in accordance with the Tennessee Code Annotated, Title 62, Chapter 2 and the rules of the Tennessee Board of Architectural and Engineering Examiners.

The site assessment findings shall be documented, and the documentation kept with the SWPPP at the site. At a minimum, the documentation shall include information included in the inspection form provided in Appendix D of this SWPPP. The documentation must contain the printed name and signature of the individual performing the site assessment and the following certification:

“I certify under penalty of law that this report and all attachments are, 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.”

The site assessment can take the place of one of the twice weekly inspections requirement.

TDEC may require additional site assessment(s) to be performed if site inspection by TDEC's personnel reveals site conditions that have potential of causing pollution to the waters of the state.

For a copy of the inspection report, see Appendix D of this SWPPP.

5.3 Delegation of Authority

Duly Authorized Representative(s) or Position(s):

Contractor: _____

Name: _____

Position Title: Erosion Control Specialist

Address: _____

City, State, Zip: _____

Number: _____

Fax: _____

Email: _____

See Appendix J – Delegation of Authority

5.4 Corrective Action Log

Corrective Action Log:

See Appendix E – Corrective Action Log

SECTION 6: RECORDKEEPING AND TRAINING

6.1 *Recordkeeping*

Records will be retained for a minimum period of at least 3 years after the permit is terminated.

Date(s) when major grading activities occur:

[See Appendix H – Grading and Stabilization Activities Log](#)

Date(s) when construction activities temporarily or permanently cease on a portion of the site:

[See Appendix H – Grading and Stabilization Activities Log](#)

Date(s) when an area is either temporarily or permanently stabilized:

[See Appendix H – Grading and Stabilization Activities Log](#)

6.2 *Log of Changes to the SWPPP*

Log of changes and updates to the SWPPP

[See Appendix F – SWPPP Amendment Log](#)

6.3 *Training*

Individual(s) Responsible for Training:

Name:

Training Sessions:

- General [stormwater](#) and BMP awareness training for staff and subcontractors:

The erosion control specialist will conduct informal training for all staff, including subcontractors, on the site. The training will be conducted primarily via tailgate sessions and will focus on avoiding damage to stormwater BMPs and preventing illicit discharges. The tailgate sessions will be conducted biweekly and will address the following topics: Erosion Control BMPs, Sediment Control BMPs, Non-Stormwater BMPs, Waste

Management and Materials Storage BMPs, and Emergency Procedures specific to the construction site. (See Appendix I – SWPPP Training Log)

- Detailed training for staff and subcontractors with specific stormwater responsibilities:

The erosion control specialist will provide formal training to all staff and subcontractors with specific stormwater responsibilities, such as installing and maintaining BMPs. The formal training will cover all design and construction specifications for installing the BMPs and proper procedures for maintaining each BMP. Formal training will occur before any BMPs are installed on the site. (See Appendix I – SWPPP Training Log)

SECTION 7: FINAL STABILIZATION

Mulching and Seeding

All areas disturbed by construction shall be stabilized with mulching and seeding immediately following finish grading. Seeded areas will be fertilized and mulched.

SECTION 8: CERTIFICATION AND NOTIFICATION

Owner:

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, 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.

Name: _____ Title: _____

Signature: _____ Date: _____

Contractor:

I certify under penalty of law that I have reviewed this document, any attachments and the SWPPP reference above. Based on my inquiry of the construction site owner/developer identified above and/or my inquiry of the person directly responsible for assembling this NOI and SWPPP, I believe the information submitted is accurate. I am aware that this NOI, if approved, makes the above-described construction activity subject to NPDES permit number TNR100000, and that certain of my activities on-site are thereby regulated. I am aware that there are significant penalties, including the possibility of fine and imprisonment for knowing violations and for failure to comply with these permit requirements.

Name: _____ Title: _____

Signature: _____ Date: _____

Designer:

I certify that, to the best of my knowledge and belief, EPSC measures used at the site are designed to control storm runoff generated by a 2-year, 24-hour storm event.

Name: Engineer Title: _____

Signature: _____ Date: 9/9/2024

SWPPP APPENDICES

Attach the following documentation to the SWPPP:

Appendix A – General Location Map

Appendix B – Site Maps

Appendix C – NOI and NOC

Appendix D – Inspection Reports

Appendix E – Corrective Action Log

Appendix F – SWPPP Amendment Log

Appendix G – Subcontractor Certifications/Agreements

Appendix H – Grading and Stabilization Activities Log

Appendix I – Training Log

Appendix J – Delegation of Authority

Appendix K – Notice of Termination

Appendix A – General Location Map

See Exhibit A attached.

Appendix B – Site Maps



Appendix C – NOI and NOC

Appendix D – Inspection Reports

Site or Project Name:		NPDES Tracking Number: TNR
Primary Permittee Name:		Date of Inspection:
Current approximate disturbed acreage:	Has rainfall been checked/documentated daily? <input type="checkbox"/> Yes <input type="checkbox"/> No	Name of Inspector:
Current weather conditions:		Inspector's Training Certification Number:

Please check the box if the following items are on-site:

- Notice of Coverage (NOC)
 Stormwater Pollution Prevention Plan (SWPPP)
 Twice-weekly inspection documentation
 Site contact information
 Rain Gage
 Off-site Reference Rain Gage Location: _____

Best Management Practices (BMPs):

Are the Erosion Prevention and Sediment Controls (EPSCs) functioning correctly: If "No," describe below in Comment Section

- | | | |
|--|------------------------------|--|
| 1. Are all applicable EPSCs installed and maintained per the SWPPP? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 2. Are EPSCs functioning correctly at all disturbed areas/material storage areas per section 4.1.5? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 3. Are EPSCs functioning correctly at outfall/discharge points such that there is no objectionable color contrast in the receiving stream, and no other water quality impacts per section 5.3.2? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 4. Are EPSCs functioning correctly at ingress/egress points such that there is no evidence of track out? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 5. If applicable, have discharges from dewatering activities been managed by appropriate controls per section 4.1.4? If "No," describe below the measures to be implemented to address deficiencies. | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 6. If construction activity at any location has temporarily/permanently ceased, was the area stabilized within 14 days per section 3.5.3.2? If "No," describe below each location and measures taken to stabilize the area(s) | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 7. Have pollution prevention measures been installed, implemented, and maintained to minimize the discharge of pollutants from equipment and vehicle washing, wheel wash water, and other wash waters per section 4.1.5? If "No," describe below the measures to be implemented to address deficiencies. | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 8. If a concrete washout facility is located on site, is it clearly identified on the project and maintained? If "No," describe below the measures to be implemented to address deficiencies. | <input type="checkbox"/> N/A | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| 9. Have all previous deficiencies been addressed? If "No," describe remaining deficiencies in Comment section.
<input type="checkbox"/> Check if deficiencies/corrective measures have been reported on a previous form. | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

Comment Section. If the answer is "No" for any of the above, please describe the problem and corrective actions to be taken. Otherwise, describe any pertinent observations:

Certification and Signature (must be signed by the certified inspector and the permittee per Sections 3.5.8.2 (g) and 7.7.2 of the CGP)

I certify under penalty of law that this document and all attachments were prepared by me, or under my direction or supervision. The submitted information 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. As specified in Tennessee Code Annotated Section 39-16-702(a)(4), this declaration is made under penalty of perjury.

Inspector Name and Title:	Signature:	Date:
Primary Permittee Name and Title:	Signature:	Date:

Appendix G – Subcontractor Certifications/Agreements

SUBCONTRACTOR CERTIFICATION STORMWATER POLLUTION PREVENTION PLAN

Project Number: _____

Project Title: _____

Operator(s): _____

As a subcontractor, you are required to comply with the Stormwater Pollution Prevention Plan (SWPPP) for any work that you perform on-site. Any person or group who violates any condition of the SWPPP may be subject to substantial penalties or loss of contract. You are encouraged to advise each of your employees working on this project of the requirements of the SWPPP. A copy of the SWPPP is available for your review at the office trailer.

Each subcontractor engaged in activities at the construction site that could impact stormwater must be identified and sign the following certification statement:

I certify under the penalty of law that I have read and understand the terms and conditions of the SWPPP for the above designated project and agree to follow the BMPs and practices described in the SWPPP.

This certification is hereby signed in reference to the above named project:

Company: _____

Address: _____

Telephone Number: _____

Type of construction service to be provided: _____

Signature: _____

Title: _____

Date: _____

Appendix I – SWPPP Training Log

Stormwater Pollution Prevention Training Log

Project Name: _____

Project Location: _____

Instructor's Name(s): _____

Instructor's Title(s): _____

Course Location: _____ Date: _____

Course Length (hours): _____

Stormwater Training Topic: *(check as appropriate)*

- Erosion Control BMPs Emergency Procedures
- Sediment Control BMPs Good Housekeeping BMPs
- Non-Stormwater BMPs

Specific Training Objective: _____

Attendee Roster: *(attach additional pages as necessary)*

No.	Name of Attendee	Company
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

Appendix J – Delegation of Authority Form

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 Construction General 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)
_____ (company)
_____ (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 _____ (Reference State Permit), and that the designee above meets the definition of a “duly authorized representative” as set forth in _____ (Reference State Permit).

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, 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.

Name: _____

Company: _____

Title: _____

Signature: _____

Date: _____

Appendix K – Notice of Termination

When the site has been finally stabilized and all storm water discharges from construction activities that are authorized by the NOC are eliminated, the permittee must submit a signed Notice of Termination.