

# Pleasant Grove

Public Works Department



## 11 Ways to Avoid Storm Water Fines

**Do not start until you have gone over this with a SWPPP Rep.  
No Exceptions!**

1. Contact Mark Atwood at 801-319-1331 or Jake Pettersson at 801-709-4463.
2. Submit a Notice of Intent before starting work (1 acre or greater).
3. Obtain an NPDES permit before starting work.
4. Prepare a Storm Water Pollution Prevention Plan (SWPPP) for you site.
5. Keep a signed copy of your SWPPP on site and update it regularly.
6. Implement all parts of your SWPPP throughout the project.
7. Properly train all involved contractors.
8. Correctly install and maintain Best Management Practices.
9. Perform timely inspections and correct problems within 48 hours.
10. Maintain complete records of all SWPPP activities.
11. Never discharge muddy water or other pollutants from the sites.

Potential soil erosion and storm water runoff will be controlled by

(Please check all that apply)

- Erosion control blankets     Limiting area of disturbance     Re-vegetation of un-stabilized area  
 Check dams     Silt fences     Retention areas

Other describe: \_\_\_\_\_

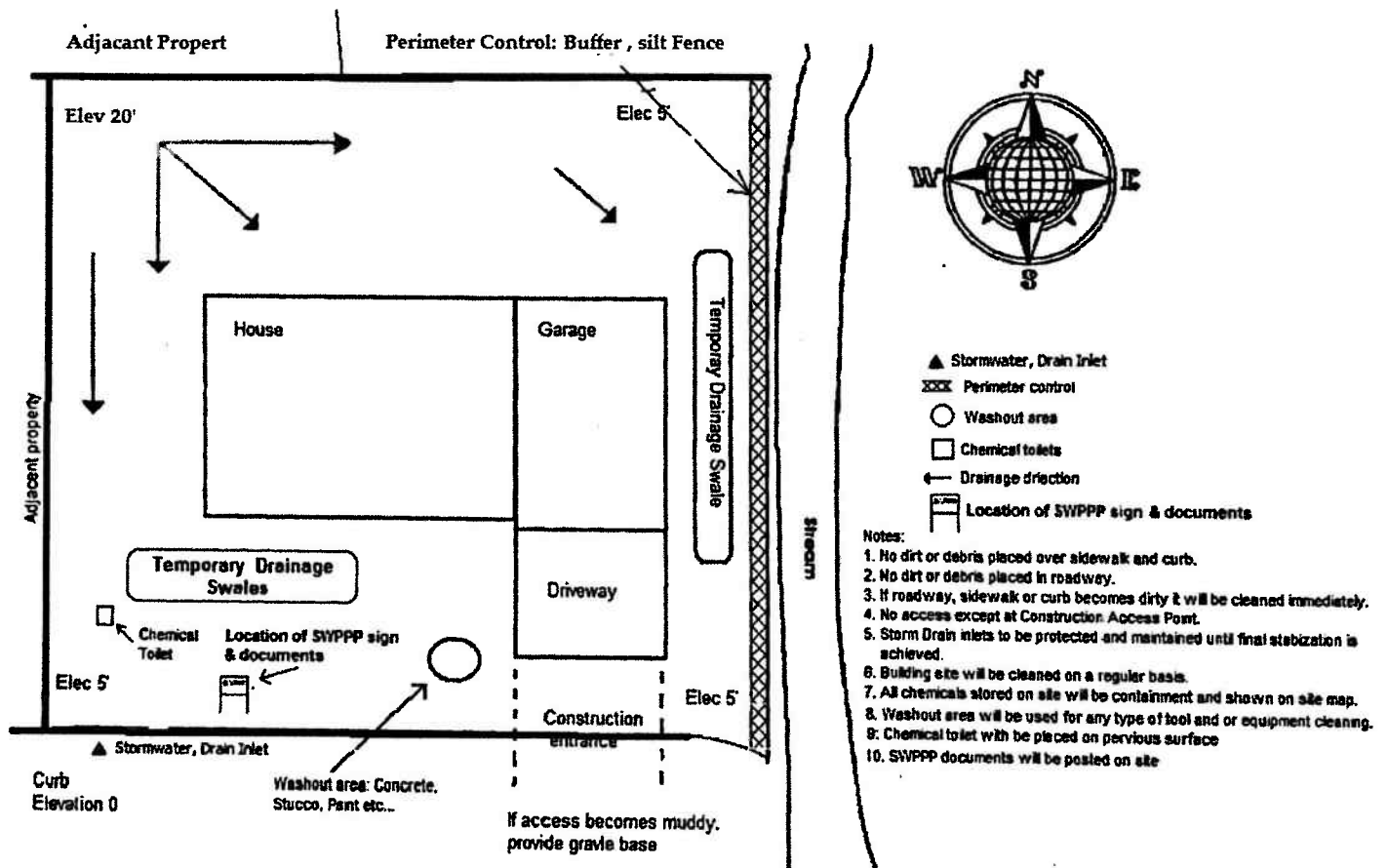
**Construction Site Dewatering**

State law prohibits point source discharges to a water body(ies) of the State without a Utah Pollutant Discharge Elimination System (UPDES) permit. The operator of construction dewatering or hydrostatic testing activity that has such a discharge must submit a NOI to obtain coverage under the UPDES General Permit for Construction Dewatering/Hydrostatic Testing. If you have questions about whether you need a permit under the UPDES program contact the Division of Water Quality at (801) 538-6146

**Site Map**

Maintain an up-to-date site maps. BMP location will change frequently as the work on a construction site progresses. Your permit requires that you keep your site map up to-date. Submit a site map with the location of these BMPs. Indicate the current location of the following:

- Portable toilets must be on pervious surfaces.
- Washout containment for concrete washout water, paint, stucco.
- Dumpsters or other trash and debris containers.
- Perimeter control & Stabilized
- Chemicals on site.
- Stockpiles
- Material storage areas.
- Vehicle and equipment fueling
- Construction entrance/exit



If a marked-up site map is too full to be easily read, you should date and fold it, put it in the SWPPP for documentation, and start a new one.



# Land Disturbance Permit SWPPP Requirements

Permit # \_\_\_\_\_

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

### Project Information.

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

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

Is the total disturbed area greater then  $\geq 1$  acre?:  Yes  No

*(If yes additional **UPDES requirements** will need to be completed and submitted with this permit, see below)*

Is this site part of a Common Plan of Development (CoPD)?  Yes  No

*(If yes additional **UPDES CoPD** requirements will need to be completed and submitted with this permit, see below)*

Total square feet of disturbed area: \_\_\_\_\_ Purpose of Land Disturbance Permit \_\_\_\_\_

### Owner, Contractor & SWPPP Contact Information

Owners Name: \_\_\_\_\_ Address: \_\_\_\_\_

Phone Number \_\_\_\_\_ E-mail: \_\_\_\_\_

Contractor's Name: \_\_\_\_\_ Address: \_\_\_\_\_

Phone Number; \_\_\_\_\_ E-mail: \_\_\_\_\_

SWPPP Contact Name: \_\_\_\_\_ Address: \_\_\_\_\_

Phone Number; \_\_\_\_\_ E-mail: \_\_\_\_\_

### UPDES Requirements for Construction Site $\geq 1$ Acre

*For land disturbance activities that disturb an area greater than or equal to 1 acre.*

[www.deq.utah.gov/Permits/water/updes/stormwatercon.htm](http://www.deq.utah.gov/Permits/water/updes/stormwatercon.htm)

Required Items for SWPPP . Copy of UPDES Construction General Permit Number UTRC00000.  
Completed copy of SWPPP CGP Template. Obtain a Notice of Intent (NOI) #.

UPDES Permit #: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

### UPDES Common Plan of Development or sale (CPoD)

*Common Plan of Development or Sale is a plan to subdivide a parcel of land into separate parts for separate sale.*

<http://www.deq.utah.gov/Permits/water/updes/docs/2016/02feb/fact-sheet-for-updes.pdf>

Required Items for CPoD . Copy of UPDES Common Plan Permit UTRH00000 Completed copy  
SWPPP Common Plan Template Obtain a Notice of Intent (NOI)

UPDES Permit #: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

### Control Measures

The proposed control measures shall be designed to prevent or minimize, to the maximum extent practicable, the discharge of sediment, debris and other construction-related pollutants from the construction site by storm water runoff into the storm drainage system. Check each item that you will use. Many items are mandatory, Initial those to verify that you have read them and will comply. *Include additional sheets if necessary.*

Initials \_\_\_\_\_ No dirt or debris placed on the roadways, sidewalk and curb (Mandatory)

Initials \_\_\_\_\_ If using chemical toilet, it must be placed minimum of 10' away from impervious surfaces (e.g.roadways, sidewalk and curb) and secured to prevent tipping.(Mandatory)

Initials \_\_\_\_\_ Concrete washout collection containment is installed. ( Mandatory )

Potential soil erosion and storm water runoff will be controlled by

*(Please check all that apply)*

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> Erosion control blankets | <input type="checkbox"/> Limiting area of disturbance | <input type="checkbox"/> Re-vegetation of un-stabilized area |
| <input type="checkbox"/> Check dams               | <input type="checkbox"/> Silt fences                  | <input type="checkbox"/> Retention areas                     |

Other describe: \_\_\_\_\_

### Construction Site Dewatering

State law prohibits point source discharges to a water body(ies) of the State without a Utah Pollutant Discharge Elimination System (UPDES) permit. The operator of construction dewatering or hydrostatic testing activity that has such a discharge must submit a NOI to obtain coverage under the UPDES General Permit for Construction Dewatering/Hydrostatic Testing. If you have questions about whether you need a permit under the UPDES program contact the Division of Water Quality at (801) 538-6146

### Site Map

Maintain an up-to-date site maps. BMP location will change frequently as the work on a construction site progresses. Your permit requires that you keep your site map up to-date. Submit a site map with the location of these BMPs. Indicate the current location of the following:

- |  |  |
|--|--|
| <ul style="list-style-type: none"><li>• Portable toilets must be on pervious surfaces.</li><li>• Washout containment for concrete washout water, paint, stucco.</li><li>• Dumpsters or other trash and debris containers.</li><li>• Perimeter control &amp; Stabilized</li></ul> | <ul style="list-style-type: none"><li>• Chemicals on site.</li><li>• Stockpiles</li><li>• Material storage areas.</li><li>• Vehicle and equipment fueling</li><li>• Construction entrance/exit</li></ul> |
|--|--|

If a marked-up site map is too full to be easily read, you should date and fold it, put it in the SWPPP for documentation, and start a new one.

## SWPPP Sign Requirements

Sign requirements for projects  $\geq 1$  acre or part of a common plan of development:

The permittee must post a sign. Minimum size 18"x 24" Labeled "SWPPP" with font large enough to be readily viewed from a public right away. The sign must include the UPDES (NOI) permit tracking number and operator contact name (or designee) and phone number. Sign must be installed near the main entrance to the project. Sign must have the SWPPP Documents, SWPPP map, current NOI and the Land Disturbance Permit attached or a written description of SWPPP location.

Sign requirements for projects less the 1 acre

The permittee must post a sign. Minimum size 18"x 24" Labeled "SWPPP" with font large enough to be readily viewed from a public right away. The sign must include the operator contact name (or designee) and phone number. Sign must be installed near the main entrance to the project and sign have Land Disturbance Permit attached.

## Notice of Violation (NOV) & Enforcement

Whenever the City finds that a person has violated a prohibition or failed to comply with a requirement of this permit, the City will order compliance by written notice of violation to the responsible person. Such notice may require without limitation a verbal warning with corrections and/or criminal prosecution or administrative citation. Each day that a violation occurs shall constitute a separate offense.

Authorized code enforcement personnel working under the direction of the Public Works Department Director and/or Development Services Department Director are hereby declared to be Public Officials within the meaning of Section 77-7-18 Utah Code as amended, and these Public Officials are hereby authorized to issue misdemeanor citations and/or stop work order for violations of this Chapter.

Whenever necessary to make an inspection to enforce any provision of city ordinance , or whenever the City has cause to believe that there exists, or potentially exists, a condition which constitutes a violation of City ordinance, the City may enter the premises at all reasonable times to inspect the property and to inspect a copy records related to storm water compliance. In the event the landowner or occupant refuses entry after a request to enter and inspect has been made, the City is hereby empowered to seek assistance from any court of competent jurisdiction in obtaining such entry.

In addition to any criminal fines and/or penalties which may be assessed for a violation of this Article, the City shall have the right to install and/or maintain appropriate erosion and sediment control measures on any site which is required to have such measures in the event that construction activity is commenced or continued without such measures having been installed as required by this Article.

The City shall have the right to have such measures installed or maintained by City personnel or to hire a private contractor to perform such work and the contractor and/or the property owner shall be liable for any and all expenses related to performing such work plus a 25% penalty charge. The City may assess said charges against the bond posted by the contractor and/or property owner and or developer. Violators of this Article may also be subject to prosecution, fines and penalties from the State of Utah and the United States EPA.

## Notice of Termination (NOT)

This Land Disturbance Permit will not be considered terminated until the Permittee submits a Notice of Termination ("NOT") to the City and the NOT is accepted by the City. The City shall accept the Notice if the Permittee has met the requirements of the Land Disturbance Permit and its ordinance. The Permittee shall keep and maintain all Permit-required improvements on the site until the City accepts the NOT. For operators that has obtained a UPDES Permit and wishing to terminate coverage, must submit a Notice of Termination (NOT) found in the addendum section in the Utah State Storm Water General Permit for Construction Activities. [www.deq.utah.gov/Permits/water/updes/stormwatercon.htm](http://www.deq.utah.gov/Permits/water/updes/stormwatercon.htm)

All Permittees must submit a NOT within thirty (30) days after completion of their construction activities and final stabilization of their portion of the site, or another operator taking over all of their responsibilities at the site. A Permittee cannot submit an NOT without final stabilization unless another party has agreed to and filed a Notice of Intent (NOI) to assume responsibility for final stabilization of the site.

Appropriate enforcement actions may be taken for permit violations where a Permittee submits a NOT but the Permittee has not transferred operational control to another Permittee or the site has not undergone final stabilization. If Permittee is developing the property and is planning to sell individual lots then it will be the responsibility of the Permittee to legally transfer the SWPPP portion of that lot to the new owner. The new owner will then have to obtain a new permit and implement his/her own SWPPP for that lot before the NOT will be accepted.

## SWPPP Inspection Required.

Before any construction work can begin, the SWPPP must be implemented. Once the BMP's have been installed, a site inspection will be required. When submitting a NOT a final site inspection will be required. No SWPPP will be released until the area of disturbance has been stabilized.

## Best Management Practices (BMP)

### *BMP REQUIREMENTS ARE SUBJECT TO CHANGE*

BMPs are defined as "structural and nonstructural practices proven effective in sediment and erosion control and management of surface runoff into waters of the State." Eroding soils and surface water runoff transports pollutants, sediment, and nutrients into local rivers, streams, lakes and aquifers. Certain construction activities may cause more pollution if not properly managed. Not all BMPs will apply to every construction site; however, all of the suggested BMPs should be evaluated. The City may change any BMP regulation or requirement, if at any time, the City determines a BMP regulation or requirement to be ineffective and/or an additional BMP measure is deemed applicable. The City will notify project proponents of any changes to BMP regulations or requirements.

**Washout/collection area:** The Permittee will provide a concrete washout containment area on-site, designate specific washout areas and design facilities to handle anticipated washout water. All concrete trucks must washout in a contained collection area. Location of washout must be shown on the site map. Washout areas should also be provided for painting and stucco operations. Because washout areas can be a source of pollutants from leaks or spills. All concrete washout waste as a result of construction must be removed from the lot and properly disposed of upon completion of construction.

**Off-site Sediment Tracking:** Prevent sediment from being tracked off-site by stabilizing construction entrance/exit. A rock construction exit can reduce the amount of mud transported onto paved roads by vehicles. If there is not enough room for a rock construction exits then frequent street sweeping will need to be implemented.

**Storm Drain Inlet Protections:** Protect all inlets that could receive storm water from the project until final stabilization of the site has been achieved. Install inlet protection as soon as storm drain inlets are installed and/or before land-disturbance activities begin in areas with existing storm drain systems. Protect all inlets that could receive storm water from the construction project. Use in conjunction with other erosion prevention and sediment control BMPs.

## Land Disturbance Permit

I understand that this SWPPP permit is required and will remain in effect until the entire project is stabilized, including re-vegetation and the N.O.T has been filled and accepted. All control measures will be inspected at least weekly and immediately after or during every storm event of .5 inch or more. Tracking onto roads will be cleaned up immediately. Written records of all inspections, changes to this plan, and failures of control devices will be kept. The Permittee is required to train all subcontractors, vendors, delivery personnel, and others who will be working on the site as to the requirements of this permit. The Permittee is responsible for compliance of the SWPPP for the entire site and duration of the project. I am aware that there are significant penalties for submitting false information, including the possibility of fines and imprisonment for known violations. I understand that a pre SWPPP inspection will be needed before any work can commence and a N.O.T will be submitted when the project is finished.

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

### OFFICIAL USE ONLY

Approved: \_\_\_\_\_ Date: \_\_\_\_\_

Special Conditions: \_\_\_\_\_

## Inspection Form - For CPoD Permitted Site

This form is used for the weekly inspections required in the permit

Inspector: \_\_\_\_\_ Date of Inspection: \_\_\_\_\_

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

### Weather conditions during the inspection

Sky Conditions: (Check all that apply)

Sunny & Clear     Cloudy     Raining     Snowing     Windy

Temperature:

Very Hot     Hot/Warm     Moderate     Cool     Very Cold

Soil Conditions:

Very dry     Damp     Wet     Soaking Wet (puddles & mud)     Frozen     Snow Covered

### Evaluation of Pollution Sources/Best Management Practices

Answer yes or no regarding whether the following features have been evaluated and are placed, maintained, and functioning properly. If yes, no further action is warranted. If no, list the question number in the next section (Corrective Action) and identify when and how the problem was corrected. References to "soft surface" below means bare soil or soil with vegetative cover.

#### 1. Is the SWPPP sign on site still intact and visible from a public area? (see permit UTRH00000 part 1.10)

The sign must include the UPDES tracking number, the owner or general contractor name, phone number and email, and if the SWPPP is on-line, instructions on how to view it.  Yes  No

#### 2. Is all non-storm water on the site either discharging under permit UTG070000 (or other appropriate permit) or not discharging off site? (see permit UTRH00000 part 1.3)

Construction Dewatering (if discharged offsite) must be covered by UPDES Permit UTG070000 (see permit part 2.7). Further, cleaning of tools and equipment must be contained in a plastic lined pit (see permit part 2.4.5 & 2.9).  Yes  No

#### 3. Are all wetlands, sensitive areas, or UIC wells located on or adjacent to the site sectioned off or protected? (see permit UTRH00000 part 2.2) N/A Yes No

**BMP(s):**  Vegetative Buffers  Berms  Wattles  Boundary Fence  Silt Fence

Other: \_\_\_\_\_

#### 4. If there are stockpiles on the site are they placed on a soft surface away from storm water inlets and hard surfaces and protected with perimeter controls? N/A Yes No

**Note:** Select "Contained by other BMP" if another BMP on your site will contain runoff from the stockpiles CANNOT be placed in the street except temporarily during the day. (see permit UTRH00000 part 2.1.1)

**BMP(s):**  Vegetative Buffers  Berms  Wattles  Boundary Fence  Silt Fence

Other: \_\_\_\_\_

#### 5. If there are surface waters located within 30 feet of your project's earth disturbances do you have 30 feet of vegetated undisturbed surface or properly placed, maintained, and effective storm water controls that act as an equivalent storm water control? (see permit UTRH00000 part 1.10) N/A Yes No

**Note:** A 30' natural vegetative buffer MUST be used if possible. If a buffer less than 30' is used, you must demonstrate that the additional controls offer the same protection as a 30' natural vegetative buffer, and select the reason for exemption below. (see permit part 2.3.5)

**BMP(s):**  30' Natural Vegetative Buffers  2 Straw Wattle Barriers (Fiber Roll)  2 Silt Fence Barriers

Less Than 30' Natural Vegetative Buffer. Additional Controls

Other: \_\_\_\_\_



**6. If your site has steep slopes (greater than 70% or 35°) are they stabilized?**(see permit UTRH0000 part 2.3.2)

N/A  Yes  No

**BMP(s):**  Erosion Control Blankets  Minimum Disturbance  Seeding  Hydroseed  
 Mulch  Takifers

Other: \_\_\_\_\_

**7. Are perimeter and sediment controls placed, maintained, and functioning properly?**(see permit

UTRH00000 part 2.1.2 & 2.3)  N/A  Yes  No

Silt Fence  Straw Wattles (Fiber Rolls)  Sediment Traps  Sediment Basin  
 Swales  Berms  Vegetative Buffers  Cut-Back-Curb

Other: \_\_\_\_\_

**8. Is storm drain inlet protection placed, maintained, and effective on inlets immediately downstream?** (see permit UTRH00000 part 2.1.3)  Yes  No

**BMP(s):**  Rock/Sand-filled Bags  Drop Inlet Bags  Inlet Wattles  Filter Fabric

Other: \_\_\_\_\_

**9. If curb ramps are used at the site are they constructed with material that will not be washed away in storm water?**  N/A  Yes  No

*Note: If curb ramps are used it must be done with material that will not wash away in storm water. (see UTH00000 permit part 2.4.2)*

**BMP(s):**  Crushed Rock  Wood Dunnage

**10. Is there a plan to address dust control and is it being used as necessary?**  Yes  No

**BMP(s):**  Wetting Water

Other: \_\_\_\_\_

**11. Is track out control in place, maintained, and effective on the site; or is there a policy with controls (sweeping) to prevent track out?** (see UTRH00000 permit part 2.4.1)  Yes  No

**BMP(s):**  Track Out Pad  Cobble  Gravel  Rumble Strips  Wash Down Pad  
 Deliver Pad  Limited Site Access  Selective Access During Weather

Other: \_\_\_\_\_

**12. Is solid waste collected and secured in a container or properly disposed off-site?** (see UTRH00000 permit part 2.4.3)  Yes  No

**BMP(s):**  Bag Lightweight Trash  Leak Proof Dumpsters  Receptacles With Lids

Other: \_\_\_\_\_

**13. Is there non-aqueous liquid waste (oil, solvent, fuel) on site, and if so is it managed and disposed of properly?**  N/A  Yes  No

**BMP(s):**  Contained & Removed from the site  Collected for Reuse

Other: \_\_\_\_\_

**14. Have spoils (extra or left over dirt from excavating) been removed from the site or if stored are they on a soft surface away from roads or inlets and with perimeter controls?**  N/A  Yes  No

**BMP(s):**  Cover Erodible Material  Runoff Containment  Haul Off Policy

Other: \_\_\_\_\_

**15. Are sanitary wastes appropriately managed at the site?** (see UTRH0000 permit part 2.4.4)

Yes  No

**BMP(s):**  Portable Toilet/s (must be Staked down & 10' from curb)  
 Portable Toilet Secondary Containment  Onsite or Adjacent Indoor Bathrooms

Other: \_\_\_\_\_

**16. Is there a BMP to contain concrete wash water on the site?** (see UTRH00000 permit part 2.4.5 & 2.9.1)

Yes  No

**BMP(s):**  Lined Depression  Steel Dumpster  Regional Washout (per development)

Other: \_\_\_\_\_

**17. Are construction materials stored on site in a way that will not affect storm water?**

Yes  No

**BMP(s):**  Covering Erodible or Liquid Materials  Secondary Containment  
 Strategic Storage Staging

Other: \_\_\_\_\_

**18. Is equipment fueling, maintenance, and washing contained on site?**  N/A  Yes  No

**BMP(s):**  Fueling w/Mobile Track w/Spill Kit  Offsite O+M

Other: \_\_\_\_\_

**19. After the house is sold, how will sediment be contained on site until home owner completes landscaping?**  N/A  Yes  No

**BMP(s):**  Landscaping  Swales  Rock Filters  Perimeter Controls  Vegetative Buffer  
 Native Vegetative Barriers  Cut-Back-Curb  Leave Front-Yard Lower then Sidewalk

Other: \_\_\_\_\_

Note that any maintenance required to ensure proper BMP functioning must be done within 72 hours of becoming aware of compromised BMP.

**Correction Action Log**

Date & Time of Inspection/ Random Notice of Problem	Inspection or Randomly Notice?	BMP# & Name	Description of BMP Deficiency (or reference the inspection report)	Initial	Correction Date	How was BMP Corrected	SWPPP Changed (Y/N)	Initial

**SWPPP Amendment Log**

Amendment #	Description of Amendment	Date of Amendment	Amendment Prepared by: Name (s) and Title