

# Frederick County Public Works

## SWPPP Checklist

**All SWPPP's must be placed in a binder for review.**

**The following items are to be verified prior to the SWPPP being approved:**

- o SWPPP shall be **signed and dated** by the operator and shall include the required certification in accordance with Part III K 4 of the Construction General Permit.
- o SWPPP identifies contractor and/or subcontractor responsible for implementing and maintaining control measures (Contractor or Vendor Log).
- o SWPPP includes a narrative of the construction project along with a pollution prevention plan that addresses potential pollution generating activities. Please see Part II-B.-1-d. and Part II-B.-4 of the VA CGP for more details.
- o SWPPP includes a copy of the general VPDES permit for discharges of stormwater from construction activities.
- o SWPPP includes a legible site plan for updates on land disturbance, pollutant sources, location of surface waters, location of support activities, etc. Please see Part II-B.-1-e of the VA CGP for more details. A copy of the approved erosion and sediment control and stormwater management plans will also need to be placed in the SWPPP.
- o SWPPP includes the identification of all qualified personnel. The name, telephone number, and qualifications of personnel conducting inspections should be included in the SWPPP.
- o SWPPP includes a **signed** copy of the delegation of authority form from the operator to all qualified personnel. The SWPPP shall include the names of individuals or positions duly authorized to sign inspection reports or modify the SWPPP on behalf of the operator.
- o SWPPP includes copy of **signed** registration statement
- o SWPPP identifies downstream impaired waters, pollutant of concern, exceptional waters and waters with an applicable TMDL (inspections required once every four (4) business days or once every five (5) business days and no later than 24 hours after a measurable storm event). Provide documentation in the SWPPP that:
  - (1) Permanent or temporary soil stabilization shall be applied to denuded areas within seven days after final grade is reached on any portion of the construction site;
  - (2) Nutrients shall be applied in accordance with manufacturer's recommendations or an approved nutrient management plan and shall not be applied during rainfall events; and
  - (3) A modified inspection schedule shall be implemented in accordance with Part II G 2 a.
- o SWPPP includes an amendment, land disturbance, and lot log (if the site is scheduled to construct single family dwellings or townhomes).

o SWPPP includes requirements for construction dewatering discharges to sediment impaired waters or exceptional waters. A turbidity monitoring section should be included in the SWPPP, and a turbidity benchmark option should be chosen.

o SWPPP includes a copy of the site inspection report which will be used by the qualified personnel.

**Note:** SWPPP will need to include a copy of the permit coverage letter at the pre-construction meeting. A laminated copy will also need to be posted at the front of the job site along with a site notice. The site notice should include the VAR10 permit #, a main site contact with their phone number, location of the SWPPP, and name of the project. A copy of the approved plans will also need to be kept onsite for review.

Free online training available at:

[https://rise.articulate.com/share/\\_zvFdargebIjCBnjPbebeFBnI8V1Pojs#/](https://rise.articulate.com/share/_zvFdargebIjCBnjPbebeFBnI8V1Pojs#/)

For further reference, please follow the link below to the 2024-2029 Construction General Permit:

<https://law.lis.virginia.gov/admincode/title9/agency25/chapter880/section70/>

Questions? Contact Olivia Bryan at 540-722-8216 (Olivia.Bryan@fcva.us)