

(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. Project Information

Project Name: [Click here to enter text.](#)

Address: [Click here to enter text.](#)

City: [Click here to enter text.](#)

State: UT

Zip: [Zip Code](#)

Latitude: Degrees, Decimal Minutes

Longitude: Degrees, Decimal Minutes

UPDES Permit Tracking Number: [Click here to enter text.](#)

Owner: [Click here to enter text.](#)

Contact Person: [Click here to enter text.](#)

Address: [Click here to enter text.](#)

City: [Click here to enter text.](#)

State: State

Zip: [Zip Code](#)

Telephone Number: Contact Person Phone

Email Address: Contact Person Email

General Contractor: [Click here to enter text.](#)

Contact Person: [Click here to enter text.](#)

Address: [Click here to enter text.](#)

City: [Click here to enter text.](#)

State: State

Zip: [Zip Code](#)

Telephone Number: Contact Person Phone

Email Address: Contact Person Email

1.5

Unknown Features (although this may be a law under another program, it's not a permit requirement). **Discovery of Historical, Archaeological or Paleontological Objects, Features, Sites, or Human Remains**

- A. Immediately suspend construction operations in the vicinity(100 foot minimum buffer) of the discovery.
- B. Verbally notify the Public Works Department and provide them the exact location.
- C. Protect the discovery and provide written confirmation of the discovery to the City and State Historic Departments within two calendar days.
- D. Contractor and City follow State mitigation laws.

2. Best Management Practices

1-Track out pad constructed of gravel/cobble rock.

2-Leak proof concrete washout with a sign.

3- Leak proof dumpster (not to be placed in city road or curb and gutter)

4-Portable toilet staked down (not to be placed in city road or curb and gutter)

5- Inlet protection in gutter upstream of catch basin

6- Cut back curb and other sediment control devices found in Section 2.3 for perimeter control.

2.1 SWPPP Sign(see permit part 1.10, 4.2.11)

Description of construction board is filed in Appendix L

{The construction board shall include but not limited to; NOI, Local permits and SWPPP contacts and shall be in view of the public.}

{See permit part 1.10, 4.2.11 for specific requirements}

2.2 Sensitive Features Control (see permit part 2.2)

No Sensitive Features found on site

2.2.x Wetlands

Replace this text with the BMP name or explain why it DOES NOT APPLY.

BMP description, rational for use and specifications, and details are filed in Appendix L.

No Wetlands found on site.

2.2.x Water Bodies within or 30' from Disturbance Boundary(see permit part 2.3.5)

Replace this text with the BMP name or explain why it DOES NOT APPLY.

BMP description, rational for use and specifications, and details are filed in Appendix L.

No Water bodies within 30' from disturbance boundary.

2.3 Sediment Control (see permit part 2.1.2, 2.1.3 & 2.3)

{Including but not limited to the standard controls below}

{Add unique operations or site conditions needing control as needed}

2.3.x Trap/Filter Sediment at Property Boundary(see permit part 2.1.2)

Replace this text with the BMP name or explain why it DOES NOT APPLY.

BMP description, rational for use and specifications, and details are filed in Appendix L.

Design controls to contain pollutants in the project legal/permit boundary during a significant precipitation or wind storm event. Swales, berms, waddles, vegetative barriers, silt fence, swale in park-strip and behind sidewalk ("cut-back-curb") may all be used as needed.

2.4.x Inlet Protection(see permit part 2.1.3 & 2.3)

Replace this text with the BMP name or explain why it DOES NOT APPLY.

BMP description, rational for use and specifications, and details are filed in Appendix L.

drop inlet bags, inlet waddles, filter fabric, gutter dams will be used as needed.

2.4.x Steep Slopes (see permit part 2.3.2)

Replace this text with the BMP name or explain why it DOES NOT APPLY.

BMP description, rational for use and specifications, and details are filed in Appendix L.

No steep slopes found on site.

2.4.x Street Maintenance(see permit part 3.2.2)

Replace this text with the BMP name or explain why it DOES NOT APPLY.

BMP description, rational for use and specifications, and details are filed in Appendix L.

Manual sweeping (broom and shovel), removal by mechanical sweeping shall be used as needed. (washing dirt and sediment with water into a storm drain is a violation of this permit)

2.4 Top Soil Preservation(see permit part 2.5)

Replace this text with the BMP name or explain why it DOES NOT APPLY.

BMP description, rational for use and specifications, and details are filed in Appendix L.

All top soil will be reused and blended as much as possible.

2.5 Dust Control(see permit part)

2.5.x

Replace this text with the BMP name or explain why it DOES NOT APPLY.

BMP description, rational for use and specifications, and details are filed in Appendix L.

Dust control will be maintained by spraying water as needed.

2.6 Egress Control(see permit part 2.4)

2.6.x Track Out(see permit part 2.4.1)

Replace this text with the BMP name or explain why it DOES NOT APPLY.

BMP description, rational for use and specifications, and details are filed in Appendix L.

A rock or gravel track out pad will be used to prevent sediment to be carried out on to the road.

2.7 Waste Management Control(see permit part 4.2.6)

2.7.x Solid Waste(see permit part 2.4.3)

Replace this text with the BMP name or explain why it DOES NOT APPLY.

BMP description, rational for use and specifications, and details are filed in Appendix L.

A leak proof dumpster with a lid will be used.

2.7.x Construction Spoil(see permit part 2.1.1)

Replace this text with the BMP name or explain why it DOES NOT APPLY.

BMP description, rational for use and specifications, and details are filed in Appendix L.

Any construction spoil that is not going to be reused will be hauled away within 14 days.

2.7.x Sanitary Waste(see permit part 2.4.4)

Replace text with the BMP name or explain why it DOES NOT APPLY.

BMP description, rational for use and specifications, and details are filed in Appendix L.

If a portable toilet is used it must be staked down and not placed in the road or gutter and must be 10' away from any storm water conveyance or as far as possible.

2.7.x Cement Product Operations(see permit part 2.4.5, 2.9.2)

Replace this text with the BMP name or explain why it DOES NOT APPLY.

BMP description, rational for use and specifications, and details are filed in Appendix L.

A leak proof concrete washout with a sign shall be used.

2.7.x Concrete Cutting Operations(see permit part 2.9.2)

Replace this text with the BMP name or explain why it DOES NOT APPLY.

BMP description, rational for use and specifications, and details are filed in Appendix L.

Contain cutting coolant and removal of dry cuttings prior wet or windy conditions. Including but not limited to: temporary dams, cleanup procedures, filters

2.7.x Non Aqueous Waste(see permit part 2.8.2)

Replace this text with the BMP name or explain why it DOES NOT APPLY.

BMP description, rational for use and specifications, and details are filed in Appendix L.

Any Non Aqueous waste shall be disposed of in a leak proof washout and shall be hauled off of the jobsite.

2.7.x Construction Wastewater*(see permit part 2.7, 2.9, 2.9.4)*

Replace this text with the BMP name or explain why it DOES NOT APPLY.

BMP description, rational for use and specifications, and details are filed in Appendix L.

Any construction wastewater shall be placed in a leak proof washout.

2.8 Management of Construction Materials Control

2.8.x Storage of Construction Materials*(see permit part 2.8.2)*

Replace this text with the BMP name or explain why it DOES NOT APPLY.

BMP description, rational for use and specifications, and details are filed in Appendix L.

Cover erodible or liquid materials, secondary containment, storing where pavement is not directly connected to waterways

2.8.x Construction Staging(backfill)*(see permit part 2.1.1)*

Replace this text with the BMP name or explain why it DOES NOT APPLY.

BMP description, rational for use and specifications, and details are filed in Appendix L.

Any backfill shall be used within 14 days or hauled away.

2.8.x Construction Staging(Landscaping)*(see permit part 2.1.1)*

Replace this text with the BMP name or explain why it DOES NOT APPLY.

BMP description, rational for use and specifications, and details are filed in Appendix L.

Any backfill shall be used within 14 days or hauled away.

2.9 Final Stabilization*(see permit part 2.6)*

Homeowner shall be responsible for final stabilization and Landscaping plan.

2.9.x Landscaping Plan

Homeowner shall be responsible for final stabilization and Landscaping plan.

2.9.x Temporary Containment of Sediment

Replace this text with the BMP name or explain why it DOES NOT APPLY.

BMP description, rational for use and specifications, and details are filed in Appendix L.

Temporary containment of sediment will be required until the vegetated cover has reached 70%

3. Spill Prevention and Response Plan (see permit part 2.8.3, 2.9.3)

Operator is responsible for spill response kit and following procedures put in place on this permit.

Spill controls must contain spills, and be mobilized at the moment of need. The plan must include the materials and method of containment and for flowing liquid, cleanup and disposal and follow the minimum spill controls below. Including but not limited to: existing company spill policy, standard operation procedures, onsite containment BMPs, containment materials/spill kit, absorbent products, dirt, sand, absorbent/oil dry, sealable containers, plastic bags, shovels and brooms etc.

Description of Spill control Plan, details and policy are filed in Appendix L.

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 within 14 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
UFA	911

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 Municipal 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 Municipal Storm Water Division.

Emergency Numbers

Utah Hazmat Response Officer 24 hrs	(801)-538-3745
City Police Department	(435)-755-1000
Municipal Storm Water Division	(435)-890-0082

The SWPPP site maps are filed in Appendix B

{Maps shall include all structural BMPs, and all site components necessary to demonstrate pollution containment. Multiple SWPPP site map sheets may be necessary to clearly show how and when BMPs are to be employed relative to the construction phases}

The SWPPP site maps shall include but not limited to:

1. *boundaries of project/property*
2. *boundaries of disturbance (including areas outside of property boundaries)*
3. *show slopes on site*
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, 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*

{Refer to the regulation for specific requirements}

5. Record Keeping

See the appendices in Appendix A-K.

{In the Appendix there are report and log forms for all the necessary recordkeeping. The record keeping is literally demonstrating to the EPA, DWQ and MS4 that the site is in compliance. A compliant site requires effective and maintained BMP and accurate SWPPP documentation.}

SWPPP Inspections-Maintenance-Correction Report (permit part 3.2.1, 3.2.2, 3.3, 3.4, 4.2.12)

Inspections are required every 7 calendar days

Repair or replace BMPs prior to need or by end of week whichever comes first. Update the Inspection-Maintenance-Correction Report weekly.

Section 3.2.2 requires daily maintenance of pavements and site grounds.

See the Inspection-Maintenance-Correction Reports in Appendix E

{There is an Inspection-Maintenance-Correction Report template provided in EXHIBIT E of this SWPPP template. File all Inspection-Maintenance-Correction reports there.}

Changes to the SWPPP(see permit part 4.2.12, 4.2.13)

See the Amendment Log in Appendix F.

{There is a SWPPP Amendment log template provided in EXHIBIT F of this SWPPP template. Record SWPPP changes there.}

Training(see permit part 4.2.7)

Training Logs and Documents are filed in Appendix H.

{Owner/Operator is required to train all parties involved in the project, including but not limited to: company staff, sub contractors, suppliers, servicing utilities...}

6. Discharge Information

Receiving Waters (look up <http://wq.deq.utah.gov> to identify your receiving water body)

1. **Cutler Reservoir**

Impaired Waters (refer to <http://wq.deq.utah.gov> in the left hand column to determine status of receiving water body).

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
Cutler Reservoir	X Yes <input type="checkbox"/> No	Phosphorus & Nitrogen	X Yes <input type="checkbox"/> No	Phosphorus & Nitrogen

Copy the table above and repeat where there is more than one water body.

7. Certification, Notification and Delegation (see permit part 4.2.9)

Owner Certification: See documents filed in Appendix G.

Operator Certification: See documents filed in Appendix G. *Not necessary when the Owner and Operator are the same.*

Delegation of Authority: insert text here *If used include documents and reference their file in Appendix G.*

Subcontractor Certification: insert text here *If used include documents and reference their file in Appendix G.*

Notice of Permit Transfer Requirements: insert text here *If used include documents and reference their file in Appendix G.*

{There are forms for these actions provided in EXHIBIT G of this SWPPP template. File all certification and delegation documents there.}

SWPPP Appendices

Appendix A: General Location Map

Appendix B: SWPPP Site Maps

Appendix C: UPDES Permit(UTRH00000)

Appendix D: Permits; NOI, MS4 (Including City, County, State, 3rd Party; MS4 Acknowledgements)

Appendix E: Inspection-Maintenance-Correction Report

Appendix F: SWPPP Amendment Log

Appendix G: Certifications, Agreements, Delegation of Authority

Appendix H: Training Log

Appendix I: Construction Plans

Appendix J: Additional Information (e.g. Support documents and out of date SWPPP documents, etc.)

Appendix K: BMP Specifications and Details