



Site Development

9875 N. 85th Avenue
Peoria, AZ 85345
Phone: 623-773-7600
Fax: 623-773-5270

engineering.couter@peoriaaz.gov
www.peoriaaz.gov/engineering

Project#: _____

For Office Use Only

Storm Water Pollution Prevention Plan

Project Information

Project Name: _____ CIP: No _____ Yes _____

Project Location/Address: _____ Parcel Number(s): _____

Gross Area (Acre/Sq. Ft.): _____ Net Area (Acre/Sq. Ft.): _____

The City of Peoria is requiring all development that disturbs one acre or more to submit the required Storm Water Pollution Prevention Plan (SWPPP), including the Notice of Intent (NOI). The owner/developer is still required to submit all required documents to the Arizona Department of Environmental Quality (ADEQ) as required by law. In addition, the SWPPP shall include all requirements of Maricopa County Rule 310. Copies of all requirements, forms and guidance are available in the Drainage Design Manual for Maricopa County Volume III Erosion Control available at the Flood Control District, 2801 West Durango, Phoenix, Arizona 85009, Phone No (602) 506-1501.

This checklist serves to minimize redline comments on the check prints and to maintain consistency among plan reviewers on plans for Storm Water and Dust Control Management. Plan approval, issuing permits, and certain grading clearances depend on compliance with the comments made on the check prints and this checklist. The engineer of record shall satisfy themselves of the completeness and accuracy of the design. This review shall serve as a courtesy review only. The Owner is ultimately responsible to ensure that all of the requirements outlined under AZPDES are followed.

Please return this checklist and the check prints with your next submittal. Discussion of redline-comments on plans or this checklist should be directed to the City Project Manager.

GENERAL REQUIREMENTS:

- Sheets to be 24" X 36"; submit two sets of plans.
- Separate Storm Water Management Plans shall be submitted with grading and drainage plan at time of First review.
- Cover sheet is required on plans of more than two sheets.
- Site Information** – to be included on the First/Cover sheet:
 - Project title block with name and address of project.
 - Address and legal description of project location.
 - Total site area.
 - Vicinity map with north arrow.
 - Index of plan sheets if more than one plan sheet.
 - Owner's/Developer's name, address, and telephone number.
 - Engineer's name, address, and telephone number.
 - Contractor's name, address and telephone number. If contractor is not known, leave this area blank for future completion.
- The following notes shall be located on the cover sheet:
 1. A copy of the approved grading and drainage plan for this project and this Storm Water Pollution Prevention Plan SWPPP shall be maintained on the site and available for review. Those elements of the grading and drainage plan pertinent to or referenced on the SWPPP shall be considered a part of the SWPPP.

2. The City of Peoria Development and Engineering Department Inspection Services shall be notified 48-hours before any on-site and/or off-site construction begins, telephone (623) 773-8445.
3. The Notice of Intent (NOI) shall be completed and submitted to the Arizona Department of Environmental Quality (ADEQ) and the City of Peoria 48-hours prior to any construction activity.
4. The SWPPP and related records must be made available upon request to ADEQ and the City of Peoria.
5. The Prime Contractor or Owner shall obtain a Dust Control Permit from Maricopa County Environmental Services and perform measures as required by the permit to prevent excess dust (and as incorporated in this SWPPP).
6. The Prime Contractor or Owner shall perform, at a minimum, a visual inspection of the construction site once every seven days and within 24-hours of rainfall greater than or equal to a half of inch (½ Inch). The operator shall prepare a report documenting his/her findings on the conditions of the SWPPP controls and note any erosion problem areas. The operator's report is to be submitted to the Engineering Inspector for review and approval and shall be maintained on site by the operator. Facilities shall be maintained as necessary to ensure their continued functioning. In addition, all temporary siltation controls shall be maintained in a satisfactory condition until such time that construction is completed, permanent drainage facilities are operational, and the potential for erosion has passed as determined by the Engineering Director or his designee.
7. The Prime Contractor or Owner shall amend this plan as necessary during the course of construction to resolve any problem areas, which become evident during the construction and/or during rainfalls.
8. The implementation of these plans and the construction, maintenance, replacement, and upgrading of these facilities is the responsibility of the permittee/contractor until all construction is approved and a Notice of Termination (NOT) has been submitted.
9. The facilities shown on this plan must be constructed in conjunction with all clearing and grading activities in such a manner as to ensure that sediment-laden water does not enter the drainage system or violate applicable water standards. Additionally, they must be installed and in operation prior to any grading or land clearing. Wherever possible, maintain natural vegetation for silt control.
10. The contractor to whom the "at-risk"/final G&D permit will be issued must have the approved SWPPP issued in their name.
11. The owner (operator)/contractor of the site must also maintain records with the following information:
 - The dates when major grading activities occur in a particular area;
 - The dates when construction activities cease in an area, temporarily or permanently; and
 - The dates when an area is stabilized, temporarily or permanently; and
 - The dates when any maintenance/replacement or removal of required BMPs.
12. Construction sites are dynamic in nature. The site operator is required to maintain full compliance with the general construction permit, as issued by ADEQ, to maintain an effective SWPPP. As such, this plan must be updated to accurately reflect site features and operations. The plan must also be amended if it is determined by the Engineering Director as not effective at minimizing pollutant discharges from the site.

13. Once the construction activities have been completed and the site has met the final stabilization requirements of the permit, the authorized site representative may file a Notice of Termination (NOT) with ADEQ, with a copy submitted to the City of Peoria Engineering Division, to terminate coverage under the permit.

- SWPPP Certification** – The site owner (operator) or his authorized representative shall sign and certify the plan. In signing, the person certifies that the information is true and assumes liability for the plan. The registrant preparing the plan may be liable to the site operator/owner. However, ultimate responsibility – for purposes of violations, and fines shall lie with the site operator/owner and site contractor.

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 gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage this system, or those persons directly responsible for gathering the information, I believe the information submitted is true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment. In addition I certify that the permittee will comply with all terms and conditions stipulated in General Permit No. AZG2008-001 issued by the Director.

Printed Name

Job Title

Signature

Company Name

- Contractor Certification** – ADEQ also requires that the contractors and subcontractors responsible for implementing measures in the SWPPP be listed in the plan with the measures for which they are responsible, and that they sign a certification statement that they understand the permit requirements as reflected on the SWPPP.

I (*Printed Individual's Name*) acting as (*Job Title*) for the (*contractor/subcontractor's name*), an authorized representative, having reviewed this Storm Water Management Plan (SWPPP) and all of the relevant documents, do hereby certify that I understand all components of this plan and will perform all required inspections and maintenance activities as required.; and that I will maintain all necessary and required records at the job site and up to date.

Signature

- Provide a legend identifying grades, symbols, and lines, etc.
- Maricopa County Rule 310 permit # _____
- ADEQ tracking number AZCON _____
- Include appropriate City of Peoria Plan review numbers from Engineering Division.
- Original plan sheets shall be sufficiently clear to allow legible prints to be reproduced. The size of lettering and symbols shall be 1/8-inch minimum.
- All sheets shall have the qualified Arizona registrants seal and original signature prior to plan submittal.

The following is a checklist of information that is to be included in the SWPPP. Additional information regarding the data to be included in the SWPPP is provided in the Construction General Permit issued by ADEQ. The Construction General Permit can be downloaded off the internet from <http://www.adeg.state.az.us/enviro/water/permits/download/constgp.pdf>

- Construction Activity Description** - the SWPPP must contain description of the purpose or goal(s) of the construction project (e.g. a single-family residential, commercial development, etc.). Additionally, the SWPPP must list all soil-disturbing activities necessary to complete the project (e.g. clearing, excavating, and stockpiling).
- Final Slope Grades** - Location and steepness of slopes after grading.
- Final Drainage Patterns** – Drainage patterns of the site after major grading activities and the location of the points where storm water will discharge from the site.
- Disturbed Areas** - Location and areas of soil disturbing activities or the total area of the site where soil will be disturbed. (This must be identified on the map and area called-out).
- Undisturbed Areas** – The SWPPP shall reflect all areas designated as being undisturbed. This would include Natural open space, jurisdictional washes (Per section 404 of the CWA), etc. All designated areas must be delineated/ and fenced-off in the field.
- Drainage Patterns** – Show on the plans post construction drainage patterns including concentration points and discharge points.
- Offsite Flows** – Show location of offsite flows including quantities. If offsite flows are being rerouted through the site, a note should be added to reflect the no disturbance zone.
- Erosion and Sediment Controls** – The SWPPP must describe the erosion and sediment controls to be used during construction. Such controls include stabilization measures for disturbed areas and structural controls to divert runoff and remove sediments. Selected controls must be per the Best Management Practices (BMP) outlined in the Drainage Design Manual for Maricopa County Volume III Erosion Control (ECM).
- Best Management Practices (BMPs)** – Structural devices or non-structural practices that are designated to prevent pollutants from entering into storm water flows, to direct flows of storm water or to treat polluted storm water flows. The emphases should be placed on eliminating the source of pollutant(s). All selected BMPs details must be shown on the plan sheets or included as part of the Storm Water Management Plan.
- Sediment Basins** - Show location of all temporary or permanent sediment basins to be installed. Temporary basins may be substituted for permanent basins during grading phase only. These basins must provide at least 3,600 cubic feet of storage for every acre of contributing land.
- Other Controls** – The SWPPP must also include controls that address other potential sources of storm water pollution, such as:
 - Construction site waste material storage.
 - Preventing offsite tracking of sediments and generation of dust
 - Hazardous material storage (e.g. fuel, equipment oil, etc.)
 - Equipment maintenance/ parking areas.
- Post-Construction** – The SWPPP must include a description of storm water management controls that will be installed to control pollutants after construction completion.
- Future Activities** – The SWPPP shall address all grading activities to be performed on any site that is part of the “greater common plan or development” (e.g. construction of individual lot(s) within a subdivision).
- Location of Controls** – the BMPs selected for the site must be shown on the SWPPP, including the location of each measure used for erosion and sediment control, storm water management, and other pollution controls.

- Inspection and maintenance Plan** – The SWPPP must contain description of the procedures that will be used to maintain the BMP’s on site. The plan shall include an inspection and maintenance checklist for each control measure. The checklist must address specific items to inspect for and evaluation criteria.
- Description of Controls** – The SWPPP shall include a list of the BMPs to be used at the site, describing each control, its purpose. Many of the BMPs selected from the ECM already contains the descriptions and purpose.
- Sequence of Major Activities** – The SWPPP shall contain a sequence of major activities. The sequence should address the installation of all controls, earth disturbing activities, and stabilization activities, and the maintenance required for the controls. The sequence should indicate, clearly, the order in which these activities will take place along with a proposed timeline associated with each activity.

In developing a sequence of major activities, the following general principals should be followed:

1. Install down slope and side slope perimeter controls before the land disturbing activity occurs.
2. Cover or stabilize disturbed areas as soon as possible. *(Under ADEQ's general permit, disturbed areas of the construction site that will not be re-disturbed must be stabilized within 14 days of the most recent land disturbance.*
3. Time construction activities to limit impact from seasonal climate changes or weather events.
4. Delay construction of infiltration measures until the end of the construction project, if possible. Otherwise, provide proper Storm Water Management Controls to eliminate potential sources of pollution.
5. Do not remove temporary perimeter controls until after all upstream areas are finally stabilized.

- Additional Comments** - The following are additional comments specific to this site:
