



Transportation and Environmental Services Required Stormwater Pollution Prevention Plan (SWPPP) Components

In accordance with the Virginia Pollutant Discharge Elimination System (VPDES) Construction General Permit; Article XIII of the Alexandria Zoning Ordinance (the Environmental Management Ordinance); and Chapter 4, of Title 5 of the Code of Alexandria (Erosion and Sediment Control Ordinance), the SWPPP must include the following information and meet the requirements of Section 13-113 of the Environmental Management Ordinance:

1. Cover page
 - a. Plan name,
 - b. Plan number,
 - c. Owner contact information,
 - d. Preparer contact information, and
 - e. Date
2. Table of contents (all pages MUST be numbered)
3. SWPPP title sheet designating the SWPPP operator and signed by owner
4. Introduction
 - a. Purpose,
 - b. Background, and
 - c. Narrative description of the nature of the construction activity. Include the function of the project (e.g., high density residential, commercial, townhouses, highway, etc.).
5. Plan requirements
 - a. Deadlines,
 - b. Incorporation of other plans by reference,
 - c. SWPPP Administration,
 - d. SWPPP update and modification procedure, and
 - e. Notice of Termination (NOT) of permit coverage procedure.
6. Legible site plan identifying the following (include a brief narrative for each section with appropriate site plan page numbers referenced):
 - a. Flows. Directions of stormwater flow and approximate slopes anticipated after major grading activities;
 - b. LOD. Limits of land disturbance including steep slopes and natural buffers around surface waters that will not be disturbed;
 - c. Controls. Locations of major structural and nonstructural control measures including sediment basins and traps, perimeter dikes, sediment barriers, and other measures intended to filter, settle, or similarly treat sediment that will be installed between disturbed areas and the undisturbed vegetated areas, to increase sediment removal and maximize stormwater infiltration;
 - d. Surface water locations;
 - e. Locations where concentrated stormwater is discharged;

- f. Locations of support activities, when applicable and when required by the VSMP authority, including but not limited to: (i) areas where equipment and vehicle washing, wheel wash water, and other wash water is to occur; (ii) storage areas for chemicals such as acids, fuels, fertilizers and other lawn care chemicals; (iii) concrete wash out areas; (iv) vehicle fueling and maintenance areas; (v) sanitary waste facilities, including those temporarily placed on the construction site; and (vi) construction waste storage; and
 - g. Rain gauge. When applicable, the location of the on-site rain gauge, or the methodology established in consultation with the VSMP authority, used to identify measurable storm events for inspection purposes.
- 7. An Erosion and Sediment Control (ESC) Plan developed and approved in accordance with Section 5-4-1 of the Erosion and Sediment Control Ordinance. Include a brief narrative for each section below and reference appropriate site plan page numbers.
 - a. Sequence of activities,
 - b. Controls and measures including structural and nonstructural E&S practices, stormwater management practices, and pollution prevention practices.
 - c. Maintenance of erosion and sediment controls, and
 - d. Provide clear direction on the following:
 - i. *Permanent or temporary soil stabilization* shall be applied to denuded areas within seven days after final grade is reached on any portion of the site;
 - ii. *Nutrient application*. Shall be applied in accordance with manufacturer's recommendations or an approved nutrient management plan and shall not be applied during rainfall events
 - iii. *Inspection Schedule*. Conducted at least once every 4 business days or at least once every 5 business days and no later than 48 hours following a measurable storm event.
- 8. A Stormwater Management (SWM) Plan developed and approved in accordance with Section 13-115 of the Environmental Management Ordinance, and a statement providing the DSP/DSUP # and its incorporation by reference. Include in the SWPPP a brief description and BMP narrative referencing appropriate site plan page numbers.
- 9. A Pollution Prevention Plan (P2P) developed and implemented in accordance with Section 13-116 of the Environmental Management Ordinance. The P2P must include the following:
 - a. A list of potential pollutants including trade material, chemical/physical description, stormwater pollutants, and list of pollution prevention practices to be used,
 - b. Location of potential pollutants. Include a brief narrative and reference clean ESC sheets placed in an appendix at the back of the SWPPP to be updated in the field,
 - c. A list of any non-stormwater discharges,
 - d. Procedures and practices to address the following:
 - i. Fuels and oils,
 - ii. Solid Waste,
 - iii. Fertilizers/Nutrient application,

- iv. Paint,
 - v. Concrete,
 - vi. Water testing,
 - vii. Sanitary waste, and
 - viii. Offsite vehicle tracking.
- e. Spill prevention and response procedures including the following:
- i. A spill prevention narrative,
 - ii. Brief narrative addressing hazardous and petroleum product spill prevention and response,
 - iii. List of contact information and reporting requirements for unauthorized discharges and spills in accordance with Part III (G) of the permit, and
 - iv. List of contact information and reporting requirements for spills reaching the storm sewer including the national response center, 911, and Alexandria Department Transportation and Environmental Services.
10. TMDL compliance.
- a. Identify the impaired water(s), approved TMDL(s), pollutant(s) of concern, and exceptional waters identified in 9VAC25-260-30 A 3 c, when applicable;
 - b. Provide clear direction that:
 - i. *Permanent or temporary soil stabilization* shall be applied to denuded areas within seven days after final grade is reached on any portion of the site; and
 - ii. *Nutrient application*. Shall be applied in accordance with manufacturer's recommendations or an approved nutrient management plan and shall not be applied during rainfall events
11. Inspection Schedule. Inspections must be conducted at least once every 4 business days or at least once every 5 business days and no later than 48 hours following a measurable storm event.
12. Qualified personnel. Identify the person responsible for conducting on-site and off-site inspections required by the CGP. The Operator is responsible for insuring that the qualified personnel conduct inspections.
13. Appendices that include:
- a. Registration statement,
 - b. Coverage letter. Include copy of the notice of coverage under the CGP on the Mylar plan set and the SWPPP book,
 - c. VPDES Construction General Permit,
 - d. Contractor certification form,
 - e. Delegation of authority (if applicable),
 - f. Records of SWPPP amendments, modifications and updates,
 - g. Records of land disturbance,
 - h. Records of inspections,
 - i. Records of corrective actions, and
 - j. Clean ESC sheets for field use to locate potential pollution generating activities as they are identified.

Plan Note for the SWPPP Contents sheet(s)

1. The following Pollution Prevention Plan note should be placed on the plan sheet:

Pollution Prevention Plan.

The contractor will ensure the Pollution prevention measures are designed, installed, implemented and maintained to:

- a) Prohibit the discharge of wastewater and wash water, washout and cleanout of stucco, paint, form release oils, curing compounds, and other construction materials;
- b) Prohibit discharge of fuels, oils, or other pollutants used in vehicle and equipment operation and maintenance;
- c) Prohibit discharge of soaps or solvent used in vehicle and equipment washing;
- d) Prohibit unless managed by appropriate controls the discharges from dewatering activities, including dewatering of trenches or excavations;
- e) Minimize exposure of construction and landscape materials and wastes, trash, fertilizers, pesticides, herbicides, detergents, sanitary waste, and other materials onsite to precipitation and to stormwater; and
- f) Minimize the discharge of pollutants from spills and leaks and implement chemical spill and leak prevention and response procedures.

SWPPP Items for Preconstruction

The designated SWPPP Operator, or duly authorized designee, must provide a copy of the Construction General Permit during the Preconstruction meeting with the City of Alexandria to complete the SWPPP content requirements. Designation of the Qualified Personnel to conduct inspections must be confirmed or identified at this meeting. If the onsite SWPPP Operator is different than the individual listed on the signed SWPPP Title Sheet, then a letter delegating authority must be provided.