



SWPPP Template for Small Construction Sites

Stormwater Pollution Prevention Plan (SWPPP)

Doc Type: Stormwater Pollution Prevention Plan

Instructions: This Stormwater Pollution Prevention Plan (SWPPP) Template is intended to provide a means for small (three acres or less) construction sites to comply with the General Stormwater Permit for Construction Activity. Before completing this SWPPP, you must read and understand the requirements in the Minnesota General Stormwater Permit for Construction Activity (MN R100001) available from Minnesota Pollution Control Agency (MPCA) website at <http://www.pca.state.mn.us/water/stormwater/index.html>. A list of the SWPPP requirements can be found at <http://www.pca.state.mn.us/index.php/view-document.html?gid=7423>. This template will help you complete the SWPPP components required in Part III and IV of the permit. **Persons preparing SWPPPs are required to have had training in preparation of SWPPPs (Part III.F.).** [Note: To check the checkboxes, 'double click' the box and select "checked" and select "okay".]

I. General Construction Activity Information

- a. **Project name:** _____
- b. **Describe the construction project location (address/city or township/county/latitude/longitude):**
Address or describe area: _____
City or Township: _____ State: MN Zip code: _____
Latitude/Longitude of approximate centroid of project: _____
- c. **Describe the construction activity (type of construction, phases, timelines, potential for discharge of sediment and other pollutants, etc.):**

Project type: (To check the checkboxes, 'double click' the box and select "checked" and select "okay".)

- Residential Commercial/Industrial Road construction
 Residential and road construction Other (describe): _____

- d. **Number total of acres to be disturbed:** _____ (tenths of an acre)
- e. **Pre-construction acres of impervious surface:** _____ (tenths of an acre)
- f. **Post-construction acres of impervious surface:** _____ (tenths of an acre)
- g. **Total new impervious surface acres:** _____ (tenths of an acre)
(Examples of impervious surface include rooftops, sidewalks, patios, driveways, parking lots, storage areas, and concrete, asphalt, or gravel roads.)

II. Receiving Waters

- a. **List all waters within one mile (nearest straight line distance) that are likely to receive stormwater runoff from the project site both during or after construction:**

Receiving waters **within one mile of project property edge:**

Water body ID*	Name of water body	Type (ditch, pond, wetland, calcareous fen, lake, stream, river)	Special water? (See Stormwater Permit Appendix A)	Impaired Water?*** (See Stormwater Permit Appendix A)
			<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

* Water Body identification (ID) might not be available for all water bodies. Use the Special and Impaired Waters Search Tool at: <http://www.pca.state.mn.us/water/stormwater/stormwater-c.html>.

** Impaired water for the following pollutant(s) or stressor(s): phosphorus, turbidity, dissolved oxygen, or biotic impairment.

- b. Use the Special and Impaired Waters Search Tool to locate special and impaired waters at <http://www.pca.state.mn.us/wfhya5b>).
- c. Incorporate into this SWPPP any additional Best Management Practices (BMPs) or other specific construction related implementation activities identified in an approved Total Maximum Daily Load and Waste Load Allocations.
- d. Identify adjacent public waters where the Minnesota Department of Natural Resources (DNR) has declared “work in water restrictions” during fish spawning timeframes:
- e. Attach maps (U.S. Geologic Survey 7.5 minute quadrangle, National Wetland Inventory maps or equivalent) showing the location and type of all receiving waters, including wetlands, drainage ditches, stormwater ponds or basins, etc. that will receive runoff from the project. Use arrows showing the direction of flow and distance to the water body.
- f. Identify wetland impacts:
 1. Will construction result in any potential adverse impacts to wetlands, including excavation, degradation of water quality, draining, filling, permanent inundation or flooding, conversion to a stormwater pond? Yes No
 2. If yes, describe impacts and mitigation measures that were taken to address the impacts (in accordance with Part D of Appendix A of the permit) and attach to this SWPPP, copies of permits or approvals from an official state wide wetland program issued specifically for this project or site:
- g. Describe any stormwater mitigation measures that will be implemented, as a result of an environmental review, endangered or threatened species review or archeological site review:
- h. Describe any additional (or different) stormwater management measures required for karst or drinking water supply management areas to protect groundwater standards:

III. Project Plans and Specifications

- a. Attach to this SWPPP site maps and/or plan sheets that depict the following features:
 - The project location and construction limits.
 - Existing and final grades, including dividing lines and direction of flow for all pre and post-construction stormwater runoff drainage areas located within the project limits.
 - Soil types at the site.
 - Locations of impervious surfaces.
 - Locations of areas not to be disturbed (e.g., buffer zones, wetlands, etc.).
 - Steep slope locations.
 - Locations of areas where construction will be phased to minimize duration of exposed soils.
 - Portions of the site that drain to a public water with DNR work in water restrictions for fish spawning timeframes.
 - Locations of all temporary and permanent erosion and sediment control BMPs as required in Part III. C & D. and Part IV of the permit.
 - Buffer zones as required in Part IV.C.9 or Appendix A, Part C.3. of the permit.
 - Locations of potential pollution-generating activities identified in Part IV. F. of the permit.
 - Standard details for erosion and sediment control BMPs to be installed at the site.
- b. List all anticipated erosion prevention and sediment control BMP quantities needed for the life of the project (e.g., linear ft. silt fence, square feet erosion blanket, tons mulch, etc.):

IV. Temporary Erosion Prevention Practices

- a. Describe the types of temporary erosion prevention BMPs expected to be implemented on this site during construction:
 1. Methods of temporarily stabilizing soils and soil stockpiles (e.g., mulches, hydraulic tackifiers, erosion blankets, etc.):

2. **Methods of dissipating velocity along stormwater conveyance channels and at channel outlets (e.g., check dams, sediment traps, rip rap, etc.):**

3. **Methods to be used for stabilization of ditch and swale wetted perimeters (Note that mulch, hydraulic soil tackifiers, hydromulches, etc. are not acceptable soil stabilization methods for any part of a drainage ditch or swale):**

4. **Methods to be used for energy dissipation at pipe outlets (e.g., rip rap, splash pads, gabions, etc.):**

5. **Methods to be used to promote infiltration and sediment removal on the site prior to offsite discharge, unless infeasible (e.g., direct stormwater flow to vegetated areas):**

- b. **Describe timelines to be implemented at this site for completing the installation of the erosion prevention BMPs listed in i, ii, iii, and iv. (see Part IV. B. of the permit for minimum requirements). If applicable, include the timeline for completing soil stabilization for areas within 200 feet of a public water with work in water restrictions due to fish spawning time frames (Part IV.B.2.) and soil stabilization timelines for portions of the site that drain to special or impaired waters as required in Appendix A Part C. 1.a.:**

- c. **Describe additional erosion prevention measures that will be implemented at the site during construction (e.g., construction phasing, minimizing soil disturbance, vegetative buffers, horizontal slope grading, slope draining/terracing, etc.):**

- d. **If applicable, include additional requirements in Appendix A Part C.3 regarding maintaining a 100-foot buffer zone or installing redundant BMPs for portions of the site that drain to special waters:**

- e. **If applicable, describe additional erosion prevention BMPs to be implemented at the site to protect planned infiltration areas:**

V. Temporary Sediment Control Practices

- a. **Describe the methods of sediment control BMPs to be implemented at this site during construction to minimize sediment impacts to surface waters, including curb and gutter systems:**
 1. **Methods to be used for down gradient perimeter control:**

 2. **Methods to be used to contain soil stockpiles:**

 3. **Methods to be used for storm drain inlet protection:**

 4. **Methods to minimize vehicle tracking at construction exits and street sweeping activities:**

 5. **If applicable, additional sediment controls (e.g., diversion berms) to be installed to keep runoff away from planned infiltration areas when excavated prior to final stabilization of the contributing drainage area:**

 6. **Describe methods to be used to minimize soil compaction and preserve top soil (unless infeasible) at this site:**

 7. **Describe plans to preserve a 50-foot natural buffer between the project's soil disturbance and a surface water or plans for redundant sediment controls if a buffer is infeasible:**

8. Describe plans for use of sedimentation treatment chemicals (e.g., polymers, flocculants, etc.) see Part IV.C.10 of the permit:

- b. Is the project required to install a temporary sediment basin due to 10 or more acres draining to a common location or 5 acres or more if the site is within 1 mile of a special or impaired water? Yes No

If yes, describe (or attach plans) showing how the basin will be designed and constructed in accordance with Part III.C of the permit.

- c. Will the project include dewatering, basin draining? Yes No

If yes, describe measures to be used to treat/dispose of turbid or sediment-laden water and method to prevent erosion or scour of discharge points (see Part IV. D of the permit):

- d. Will the project include use of filters for backwash water? Yes No

If yes, describe how filter backwash water will be managed on the site or properly disposed (see Part III.D.3. of the permit):

VI. Permanent Stormwater Management System

- a. Will the project result in one acre or more of new impervious surfaces or result in one acre or more of new impervious in total if the project is part of a larger plan of development? Yes No

- b. If yes, a water quality volume of one inch of runoff from the cumulative new impervious surfaces must be retained on site (see Part III.D of the permit) through infiltration unless prohibited due to one of the reasons in Part III.D.1.j. If infiltration is prohibited identify other method of other volume reduction (e.g., filtration system, wet sedimentation basin, regional ponding or equivalent method):

- c. Attach design parameters (see Part III.D.) for the planned permanent stormwater management system, including volume calculations, discharge rate calculation, construction details including basin depth, outlet configurations, location, design of pre-treatment devices and timing for installation. For more design information consult the *Minnesota Stormwater Manual* on the MPCA website at http://stormwater.pca.state.mn.us/index.php/Main_Page.

- d. For infiltration systems attach on site soil testing results verifying soil type and distance to the seasonal water table or bedrock (from bottom of the basin) in the location of the infiltration or filtration system.

- e. For linear projects with lack of right of way to install treatment systems capable of treating the entire water quality volume, identify other method(s) for providing treatment of runoff prior to discharge to surface waters (e.g., grassed swales, filtration systems, smaller ponds or grit chambers, etc.):

1. Attach to this SWPPP documentation of reasonable attempts made to obtain right of way for stormwater treatment systems.

- f. For projects that discharge to trout streams, including tributaries to trout streams, identify method of incorporating temperature controls into the permanent stormwater management system:

VII. Inspection and Maintenance Activities

- a. Identify the trained individual(s) responsible for installing, supervising, repairing, inspecting, and maintaining erosion prevention and sediment control BMPs at the site:

- b. Attach training documentation for each individual:
- c. Describe procedures to routinely inspect the construction site, including:
 - 1. A description of record-keeping requirements and content (see Part IV.2. of the permit):
 - 2. Frequency of inspections (see Part IV.E.1. and 3 of the permit.):
 - 3. Areas to be inspected and maintained (see Part IV.E.5. and 6. of the permit):

VIII. Pollution Prevention Management Measures

- a. Describe practices for storage of building products with a potential to leach pollutants to minimize exposure to stormwater:
- b. Describe practices for storage of pesticides, herbicides, insecticides, fertilizers, treatment chemical, and landscape materials:
- c. Describe practices for storage and disposal of hazardous materials or toxic waste (e.g., oil, fuel, hydraulic fluids, paint solvents, petroleum-based products, wood preservative, additives, curing compounds, and acids) according to Minn. R. ch. 7045, including restricted access and secondary containment:
- d. Describe collection, storage and disposal of solid waste in compliance with Minn. R. ch. 7035:
- e. Describe management of portable toilets to prevent tipping and disposal of sanitary wastes in accordance with Minn. R. ch. 7040:
- f. Describe spill prevention and response for fueling and equipment or vehicle maintenance:
- g. Describe containment and disposal of vehicle and equipment wash water and prohibiting engine degreasing on the site:
- h. Describe storage and disposal of concrete and other washout wastes so that wastes do not contact the ground:

IX. Final Stabilization

- a. Describe method of final stabilization (permanent cover) of all disturbed areas:
- b. Describe procedures for completing final stabilization and terminating permit coverage (see Part IV.G.1-5):

Documentation of infeasibility: