

# CITY OF HOT SPRINGS

## STORM WATER POLLUTION PREVENTION PLAN (SWPPP)

### TEMPLATE COMPLETION INSTRUCTIONS

The following template of the city's stormwater pollution prevention plan is required to be used in the stormwater permit submittal package.

The following template contains examples of the information needed by the permittee relative to the particular project and owner. The plan is in a Microsoft Word version so that the permittee can easily cut out the examples and insert the needed information.

Upon completion of the SWPPP all examples and comments in **RED** should have been removed and replaced by the projects particular information.

The SWPPP submittal package must also contain:

- Project plan / site map showing various details. (See Attachment A, page 11)
- QLP Site Notice (found on Stormwater Website)  
<http://www.cityhs.net/pdfs/pw/stormwater/QLP%20Small%20Construction%20Site%20Notice.pdf>
- Details of sediment and erosion controls
- Details of post construction water quality device i.e. filter baskets, bio-swales, etc.
- Calculations and details of detention / retention device (if project is greater than one acre)
- Signatures of project owner, contractor and stormwater site inspector
- Listed Stormwater Inspector must have a valid certification from the City of Hot Springs

Stormwater Pollution Prevention Plan (SWPPP)  
For  
Construction Activity

National Pollution Discharge Elimination System  
General Permit #ARR150000

Prepared for (Project name or owner name):

Date:

Note: Completion of this SWPPP template will meet the submittal requirements of ADEQ and the City of Hot Springs.

# Stormwater Pollution Prevention Plan (SWPPP)

## General Permit #ARR150000

(ADEQ and the City of Hot Springs Example Guidelines)

### General Information:

(Brief Summary of project)

### Project Name:

Red Oak Subdivision

### Address of Site:

987 Oak Blvd. Hot Springs, AR.71913

### Owner / Operator Name and Address: (No P.O. Boxes)

Joe Turner (Example)

123 Ash St.

Hot Springs, AR 71901

### Owner / Operator Phone#:

(501) 321-4567

### Contractor Name and Address

Two Brothers Contracting

123 Nice Tree Lane

Hot Springs, AR. 71913

### Contractor Phone #

(501) 321-5555

## A. Site Description

1) **Pre-Construction Topographic View:** (Include as attachment and note attachment # here)

2) **Project Description and Intended Use after Notice of Termination is filed and City's permit is closed:**

(Example) The site is proposed to be developed for a new 24 lot subdivision. The subdivision will include a common area, children's play ground, and a swimming pool.

3) **Sequence of Activities:**

### Initial Development

- Meet all City of Hot Springs and ADEQ stormwater requirements
- Install erosion and sediment controls
- Contact City of Hot Springs Engineering Division prior to any land disturbing activities for an initial site inspection
- Clearing and grubbing
- Stabilize creek banks
- Grading

### Final Development

- Install utilities and storm drains
- Install building foundation & asphalt drives
- Install landscape and sod

4) **Total Acres Available / Total Acres Disturbed:**

(Example) Of the total 7 acres, it is estimated that 4.3 acres will be disturbed by construction activities.

5) **Existing Site Information:**

a. Runoff Coefficient based on coefficient values from the City of Hot Springs Stormwater Management Manual

Before construction starts, the site has a runoff coefficient of 0.3 (example) .

After construction is completed, the site will have a runoff coefficient of 0.5 (example)

b. Soil Information:

(Example) The existing soil conditions are sandy clay and topsoil.

**B. Responsible Parties for Stormwater Pollution Prevention:**

**(Example)** The stormwater controls will be installed by **ABC Erosion Control** and then inspections and maintenance of controls will be the responsibility of **CBA Contractor, Inc.**

**C. Receiving Waters:**

1) Location of Surface Waters on Construction Site

The following surface waters are located on the construction site:

**(Example)** A seasonal unnamed tributary borders the South side of project

2) The following bodies of water receive runoff from the construction site:

**(Example)** The site's stormwater drains into a unnamed tributary, Stokes Creek, Lake Hamilton, Lake Catherine, and into the Ouachita River.

**D. TMDL and 303 (d) lists:**

The stormwater from the construction site discharges to **XXXX (receiving stream or lake)**. This water body is not on the 303(d) list of impaired water bodies for siltation/turbidity. Since this water body is not impaired, a TMDL is not applicable to this construction project.

**E. Attainment of Water Quality Standards after Authorization:**

The water quality standards for any receiving waters of this project's stormwater runoff will be continually monitored. In the case that the water quality standards change and the receiving water body becomes impaired and is listed on the 303(d) list the SWPPP will be updated to include measures necessary to meet the TMDL requirements.

**F. Endangered Species:**

The construction project is located in a developed area therefore there are no endangered or threatened species affected by the project.

**G. Site Map: See Attachment (X). See provided list on attachment A for items to be included.**

**H. Stormwater Controls**

**1. Erosion and Sediment Controls Best Management Practices (BMP's):**

Initial clearing and land disturbance will be limited to that which is necessary for the installation of erosion and/or sediment controls.

*(For a residential neighborhood or business park ADEQ only allows clearing for erosion and sediment controls and for the installation of roads, utilities and infrastructure. Clearing of individual lots is forbidden until the lot is sold and building construction is to take place. For projects where all buildings will be constructed at the same time, explain sequence in this section of the SWPPP.)*

Wire backed silt fencing and/or other similar controls will be installed as necessary to reduce or eliminate the runoff from the site to the water's of the state, municipal storm sewer system, and adjacent properties. (See the included site map for the direction of flow and the erosion and sediment control measures used.)

Any off site accumulation of sediment, including off site track tracking, will be cleaned immediately if necessary, but no later than 48 hours after discovery.

*(ADEQ requires the installation of a sediment basin when 10 acres or more of stormwater drain to a single area. Acreage includes run on from adjacent properties. If the project meets this requirement please explain sediment pond design, attach drawing and state that pond will be cleaned out when sediment reaches 50% of the original capacity. If basins are not feasible explain controls that will replace sediment pond, i.e., velocity dissipation devices)*

*(Any offsite storage / borrow areas and maintenance of these areas should be addressed in this section.)*

## **2. Stabilization Practices:**

Temporary seeding and mulch will be used no later than 14 days from the last construction activity on exposed soil areas. Temporary seeding will be conducive to the season. Seeding in the winter months will be annual rye applied at 200 pounds per acre (ppa). Seeding at all other times of the year will be a mixture of perennial rye (300 ppa) and common Bermuda (30 ppa). A commercial type fertilizer (10-10-10) will be applied to all seeded areas. Seeded area will also be mulched with 4,000 PPA straw reasonably free from noxious and foreign matter detrimental to the seeded grass.

A 25 foot buffer zone will be maintained for projects adjacent to any water body including streams, wetlands, creeks, rivers, and lakes. A 50 foot buffer will maintained if the water body is listed as an impaired 303 (d) or exceptional water body.

Records of all stabilization activities and buffer zone conditions shall be kept and noted on weekly inspection reports.

## **I. Other Controls:**

- A stabilized construction exit will be installed to help reduce vehicle tracking of sediments from leaving the site.
- A solid waste dumpster will be located onsite to properly dispose of solid waste materials, including trash and construction debris.
- A designated concrete truck washout area will be located and maintained on-site to reduce hazardous concrete washout from entering the storm sewer system and will be shown on the SWPPP site map.
- Port-a-potties will be located in an area to reduce the chance of a hazardous spill into the storm sewer system and will be shown on the SWPPP site map.
- All other hazardous materials such as fuel, hydraulic fluids, batteries, and etc. will be in a designated area and shown on the SWPPP site map.

**J Non-Stormwater Discharges: (Choose and list anticipated Allowable Non-Stormwater Discharges. Not all will apply to every project)**

Allowable Non-Stormwater Discharges:

1. Fire fighting activities.
2. Fire hydrant flushing.
3. Water used to wash vehicles (where detergents or other chemicals are not used) or control dust in accordance with Part II. A.I.2 of ADEQ permit #ARR150000.
4. Potable water sources including uncontaminated waterline flushing.
5. Landscape irrigation.
6. Routine external building wash down which does not use detergents or chemicals.
7. Pavement wash waters where spills or leaks of toxic or hazardous materials have not occurred (unless all spill materials have been removed) and where detergents or other chemicals are not used.
8. Uncontaminated air conditioning, compressor condensate
9. Uncontaminated springs, excavation dewatering and groundwater
10. Foundation or footing drains where flows are not contaminated with process material such as solvents.
11. Swimming pool discharge where chlorine has been allowed to evaporate for 3-4 days prior to draining.

**K. Post Construction Stormwater Management:**

The City of Hot Springs requires a stormwater detention / retention plan, water quality plan, and detention / retention maintenance plan (Attachment C). Add plans as attachments and list the attachment # here.

**L. State or Local Plans:**

The municipality in which the construction activity occurs will be contacted to determine if there are erosion control and / or stormwater runoff requirements in the city code, city ordinances or city permits. All applicable requirements will be met. Documentation of compliance will be attached to this SWPPP for submittal to ADEQ.

**M. Inspections:**

- Erosion and sediment controls will be inspected weekly and within 24 hours after any storm event of 0.5 inches or greater to make sure the controls are in effect and do not require any maintenance.
- Inspection results will be documented on an inspection report and maintained on site for review by state and local inspectors.
- A rain gauge will be kept on site and daily records of rain fall will be kept with inspection reports.

**The following are the minimum inspection, maintenance and reporting practices that will be used to maintain erosion and sediment controls at our construction site:**

1. City of Hot Springs Inspection form ([Attachment B](#))
2. All controls will be inspected to ensure that they meet manufacture's specifications.
3. Sediment basins and sediment traps will be cleaned when they reach 50% of the original capacity.
4. All site entrances and exits will be checked to ensure no off-site tracking.
5. All inspection reports will be maintained for a minimum of 3 years after permit termination.
6. In addition to inspections , records will be kept of the following:
  - a. Dates when major grading activities occur
  - b. Dates when construction activities cease in an area, temporarily or permanently
  - c. Dates when an area is stabilized, temporarily or permanently

**N. Maintenance of Controls:**

- Any repairs or replacement will be done as soon as possible but no later than 48 hours after the inspection. Repairs and replacements will be documented on the inspection report.
- Sediment deposits will be removed once sediment has reached one third (1/2) the height of a wire backed silt fence.
- Sediment deposits will be removed once sediment has reached one half (1/2) the height of any other BMP such as check dams, storm wattles, sand bags, sediment basin or traps, or any other device.

**O. Completion of Job:**

- After the completion of the job all sediment and erosion controls will be removed and the street will be cleaned to make sure it is free of debris.
- The City of Hot Springs will be contacted to schedule a final inspection of the site and to terminate the City of Hot Springs stormwater permit.



**P. Contractors:**

All contractors should be identified in the plan. Plan can be updated as contracts are issued.

Contractor Printed Name:		Contractor Signature:	
Contractor Contact Number:			
Contractor Printed Name:		Contractor Signature:	
Contractor Contact Number:			
Contractor Printed Name:		Contractor Signature:	
Contractor Contact Number:			
Contractor Printed Name:		Contractor Signature:	
Contractor Contact Number:			

**Q. Stormwater Site Inspector Information:** *All stormwater site inspectors must be certified through the City of Hot Springs.*

Inspector Printed Name:		Inspector Signature:	
Inspector Phone Number:		CHS Certification #	Expiration:
Inspector Printed Name:		Inspector Signature:	
Inspector Phone Number:		CHS Certification #	Expiration:

**Certification Statement:**

“I certify under penalty of law that this document and all attachments, such as inspection forms, were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.”

Owner / Operator Printed Name:

Owner / Operator Signature:

Date:

Contractor's Printed Name:

Contractor's Signature:

Date:

Attachment A  
Site Map Requirements

The site map shall show, at a minimum, the following items:

1. Direction of stormwater flow
2. Areas of soil disturbance and areas not to be disturbed
3. Location of major structural and nonstructural controls
4. Main construction entrance and exit
5. Location where stabilization practices are expected to occur
6. Location of offsite materials, storage, waste or borrow areas
7. Locations used for concrete truck wash out
8. Locations of portable toilets and any other hazardous materials
9. Location of all surface water bodies (including wetlands)
10. Locations where stormwater is discharged to a surface water and / or municipal separate stormwater sewer system, if applicable
11. Locations where stormwater is discharged off-site (should be continuously updated)
12. Areas where final stabilization has been accomplished and no further construction will take place
13. Location of detention / retention facility (include detail with elevations and profiles of outfall / overflow devices)



Attachment B  
City of Hot Springs



**CONSTRUCTION SITE INSPECTION REPORT**

**FORM TO BE COMPLETED EVERY 7 DAYS AND WITHIN 24 HOURS OF .5" RAINFALL**

INSPECTOR: \_\_\_\_\_ DATE: \_\_\_\_\_ RAINFALL: \_\_\_\_\_

WEATHER CONDITION (At time of inspection): \_\_\_\_\_

**CONSTRUCTION ENTRANCE/OFF SITE TRACKING**

ENTRANCE/EXIT 1	GOOD	FAIR	BAD
ENTRANCE/EXIT 2	GOOD	FAIR	BAD
OFF SITE TRACKING	GOOD	FAIR	BAD

**REQUIRED ON SITE DOCUMENTATION/ITEMS**

Posted ADEQ Permit or CHS QLP Notice
SWPPP • Site Map • Inspection Reports
• CHS Stormwater Permit • Rain Gauge

CORRECTIONS: \_\_\_\_\_

MISSING: \_\_\_\_\_

**SILT FENCE/HAY BALE/OTHER BARRIERS**

BMP	LOCATION	DEPTH OF SEDIMENT	CONDITION OF BMP		
			GOOD	FAIR	BAD

CORRECTIONS: \_\_\_\_\_

**CHECK DAMS/FILTER STRUCTURES/SEDIMENT PONDS OR TRAPS/FILTERS/OTHER STRUCTURES**

BMP	LOCATION	DEPTH OF SEDIMENT	CONDITION OF BMP		
			GOOD	FAIR	BAD

CORRECTIONS: \_\_\_\_\_

**STABILIZATION METHODS**

AREA	LAST DISTURBED	STABILIZED YES/NO	STABILIZED WITH	CONDITION

STABILIZATION REQUIRED: \_\_\_\_\_  
TO BE PERFORMED BY: \_\_\_\_\_ ON OR BEFORE: \_\_\_\_\_

**NOTE: ALL REPAIRS AND CORRECTIONS ARE TO BE MADE WITHIN 48 HOURS FROM INSPECTION OR SO AS REQUIRED BY THE CITY OF HOT SPRINGS STORMWATER/ENGINEERING DIVISION.**

I CERTIFY UNDER PENALTY OF LAW THAT THIS DOCUMENT AND ALL THE ATTACHMENTS WERE PREPARED UNDER MY DIRECTION OR SUPERVISION IN ACCORDANCE WITH STORMWATER PERMIT NUMBER [ARR1500000](#). I AM AWARE THAT THERE ARE SIGNIFICANT PENALTIES FOR SUBMITTING FALSE INFORMATION, INCLUDING THE POSSIBILITY OF FINES AND IMPRISONMENT FOR KNOWN VIOLATIONS.

SIGNED: \_\_\_\_\_ TITLE: \_\_\_\_\_

DATED: \_\_\_\_\_



# Detention / Retention Maintenance Plan

## City of Hot Springs

### Stormwater / Engineering Division

Project Name:

Project Address:

General Maintenance Requirements:

The owner shall maintain the stormwater pond or other detention facilities in good working order in accordance with their design functions and site specific Stormwater Pollution Prevention Plan. The owner shall conduct regular inspections at least two times per year. The owner shall keep a log of all maintenance activities, including the date and type of maintenance performed. The reports and maintenance log shall be made available to the City of Hot Springs for review upon request.

Primary maintenance activities include, but are not limited to:

- Mowing and general landscape maintenance
- Remove any trash that may have accumulated
- Remove and unclog restrictions from outlet control device(s)
- Check pond embankment stability
- Cleaning out accumulated sediment
- Herbicide spraying (in strict conformance with the City’s policies and procedures)
- Alternative detention i.e., underground or bio-swales, shall be cleaned and maintained as necessary to ensure the systems functionality

Certification Statement:

I understand that maintenance of the detention facility on my property is an integral part of the program for the entire city stormwater drainage system. I understand that the City’s Stormwater Division has the authority to inspect and review private maintenance actions to ensure that private maintenance is being provided.

Owner Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Print: \_\_\_\_\_