A close-up of a logo

Description automatically generated

**STORMWATER POLLUTION PREVENTION PLAN**

**For Construction Activities At:**

**Enter Project Name**

**Address of Site**

**City, State, Zip Code**

**SWPPP Prepared For:**

**Insert Company Name**

**Company address**

**City, State, Zip Code**

**Telephone Number**

**Email**

**24-Hour Emergency Contact**

**SWPPP Contact:**

**Insert Name**

**Company address**

**City, State, Zip Code**

**Telephone Number**

**Email**

**Estimated Start Date: Enter Date**

**Project Completion Date: Enter Date**

**Construction General Permit Number: Enter Number**

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**APPENDICES (Print these and put in the SWPPP binder. For any documentation that won’t be kept in the SWPPP binder, the appendix page should reference where this item will be stored)**

Appendix A: Certifications: Operator, Delegation of Authority, Subcontractor, QP or Other

Appendix B: Copies of the Notice of Coverage Letter and the CGP Registration Statement

Appendix C: Copy of the General VPDES Permit for Discharges of Stormwater from Construction Activities

Appendix D: Map of Construction Site

Appendix E: Erosion and Sediment Control Plan – copy of signed and sealed plan

Appendix F: Stormwater Management Plan – copy of signed and sealed plan

Appendix G: Proof of Approval for Spoils and Borrow Sites

Appendix H: Training Log

Appendix I: Inspection Reports

Appendix J: Log of Amendments, Modifications and Updates to SWPPP

Appendix K: Log of Major Grading, BMP Installation, Ceased Activities, and Stabilization Measures

Appendix L: Log of Replaced or Modified Pollution Prevention or E&S Controls

Appendix M: Log of Prohibited Discharges

Appendix N: Construction Dewatering Log (Turbidity Monitoring)

Appendix O: Active Stormwater Discharge or Construction Dewatering Discharge Location Inspection Log

Appendix P: Log of Areas no Longer under Operator Control or Fully Stabilized

# CERTIFICATION

I certify under penalty of law that I have read and understand this document and that this document and all attachments were prepared 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 the 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.

By signing this document, I am designating individuals or positions named in Sections 2 and 3 as duly authorized representatives who will have responsibility for implementing portions of the stormwater pollution prevention plan (SWPPP), including erosion and sediment control (E&SC) installation and maintenance as well as completion of required inspections.

**The person who signs this page should be the same person who signed the registration statement for the Construction General Permit for the site.**

**Responsible Corporate Officer: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

# INSTRUCTIONS

James Madison University (JMU) has developed this template for the Stormwater Pollution Prevention Plan (SWPPP) to incorporate the requirements set forth by the General VPDES Permit for Discharges of Stormwater from Construction Activities, effective July 1, 2024. The SWPPP shall be prepared in accordance with good engineering practices for sites disturbing at least one acre of land. The purpose of this template is to allow operators to customize the individual conditions of their projects while including the information necessary for compliance with the new regulations. Text boxes highlighted in yellow are placeholders for the project to fill in required information. Text highlighted in gray contain instructions and can be deleted after the directions are followed. Upon completion of the SWPPP by project staff, all yellow highlighted text should be filled in and all blue highlighted text should be deleted. No highlights should remain in the completed SWPPP.

The SWPPP requirements may be fulfilled by incorporating by reference other plans such as a spill prevention control and countermeasure (SPCC) plan developed by the site or best management practices (BMP) programs otherwise required for the facility. If a plan incorporated by reference does not contain all of the required elements of the SWPPP, the operator must develop the missing elements and include them in the SWPPP.

The Appendices listed in the Table of Contents include a complete list of documents that the operator will need to fulfill the requirements of the SWPPP. Insert the required documents in appendices A through F. Appendices G through P are provided for operators’ use to report additional aspects of the construction activities as needed (please delete if not using).

In addition to completing the SWPPP, the following must be available on site:

* Stamped copy of the approved E&SC Plans
* Description of and calculations for post-construction stormwater management measures that will be installed
* A copy of the notice of coverage letter must be posted near the main gate.
* Information indicating how the public can get access to the SWPPP must be posted near the site entrance.
* If any of the required SWPPP items, such as inspection logs are being kept electronically or someplace other than the SWPPP binder, please note this in the SWPPP and make sure personnel on site know how to access them upon request.
* The SWPPP must be routinely updated. Most operators do so by printing a map of the site or current phase of the E&SC plan and drawing notable site features (porta johns, fueling areas) and site operations (grading, E&SC plan changes) on it and dating/initialing them, as changes to site operations occur. This can also be done by laminating a map and using dry erase markers on it and taking a monthly picture to show progress. Maps could also be made electronically. In all cases this needs to be done regularly, and updates should always be signed/initialed.

# SECTION 1: INTRODUCTION

Describe the nature of the construction project, general location and planned use for the project (e.g., university housing, academic building, etc.

* 1. **Discharge Information**

Review the below discharge information to ensure accuracy with proposed site’s discharge, edit as needed.This project discharges to James Madison University’s Municipal Separate Storm Sewer System (MS4) which is within the Blacks Run (HUC PS22) tributary of the Potomac River watershed and is also part of the larger Chesapeake Bay watershed. Blacks Run flows into Cooks Creek, then the North River, then into the South Fork of the Shenandoah River, then the Potomac River, and eventually into the Chesapeake Bay. Blacks Run is several hundred miles inland of the Chesapeake Bay and hundreds of feet above in elevation and is therefore not tidally influenced.

The approximate 12,000-acre Blacks Run watershed is characterized by mostly built-up lands (approximately 8,000 acres) with the remaining lands being mostly pasture and croplands. The rate of urbanization within the Blacks Run watershed has, thus far, outpaced efforts to mitigate its environmental impacts. As a result, Blacks Run is included on the state’s 305(b)/303(d) Water Quality Assessment Integrated Report as a Category 4A water body. Category 4A waters are those that are impaired (i.e. do not attain their intended/desired use) and have been assigned a TMDL to address the impairments. Blacks Run was deemed to be impaired due to elevated levels of fecal coliform and e. coli bacteria, as well as benthic-macroinvertebrate bioassessments. See Table 4 in Section 8 for more information.

# SECTION 2: CONTRACTOR/SUBCONTRACTORS/ SWPPP COORDINATORS CONTACT INFORMATION AND RESPONSIBILITIES

**Construction Site Operator: Construction Site Superintendent:**

Company or Organization Name Company or Organization Name

Company Address Company Address

City, State, Zip Code City, State, Zip Code

Telephone Telephone

Email Email

24-Hour Contact and Phone Number 24-Hour Contact and Phone Number

**Responsible Land Disturber: Qualified Personnel (by July 1, 2025):**

Name Name

Certification Number and Expiration Date Certification Number and Expiration Date Company or Organization Name Company or Organization Name

Company Address Company Address

City, State, Zip Code City, State, Zip Code

Telephone Telephone

Email Email

24-Hour Contact and Phone Number 24-Hour Contact and Phone Number

## 2.1 SWPPP Coordinator

The operator’s employee(s) or subcontractors who will be acting as SWPPP Coordinator(s) are listed below with their assigned responsibilities (indicate who or what position(s) will be responsible for conducting inspections on behalf of the contractor):

**Qualified Personnel /Duly Authorized Representative**   
List anyone who might be conducting E&SC/ SWPPP inspections for the project.

Title

Company Name

Telephone Number

Email

Qualification and Certification Number

Each member of the SWPPP team must have ready access to either an electronic or paper copy of applicable portions of the Construction General Permit (CGP) and SWPPP. A printout of the CGP is included in Appendix C of this SWPPP along with the coverage letter, which is provided in Appendix B.

## 2.2 Duties of the SWPPP Coordinator

The construction company with overall responsibilities for managing the SWPPP will have the following duties:

* Create a SWPPP team to aid in the implementation of the SWPPP;
* Implement the SWPPP;
* Oversee maintenance practices identified as BMPs in the SWPPP;
* Implement and oversee employee training;
* Conduct or provide for inspections or monitoring activities;
* Ensure any fill and/or borrow sites are properly permitted, include the site’s permit number, if applicable, in Appendix G;
* Identify other potential pollutant sources and make sure they are added to the SWPPP;
* Identify any deficiencies in the SWPPP and make sure they are corrected;
* Ensure project site maps are kept up to date as the project progresses;
* Prepare and submit reports; and
* Ensure that any changes in facility operation are addressed in the SWPPP.

# SECTION 3: JMU SUPPORT STAFF /RESPONSIBLE PARTIES AND CONTACT INFORMATION

## 3.1 JMU Engineering and Construction Staff

**JMU Project Manager: JMU Project Engineer**

Name Name

Title Title

Telephone Telephone

Email Email

## 3.2 Standards and Specifications for Erosion and Sediment Control Staff

JMU’s Virginia Erosion and Stormwater Management Program (VESMP) is an integral component of JMU’s design, construction, maintenance, and management of the university’s facilities. JMU’s Standards and Specifications (S&S) for SWM and E&SC have been developed to ensure that all land-disturbing activities undertaken by JMU will proceed in accordance with the Virginia Erosion and Stormwater Management (VESM) Act and Regulation as related to construction activities.

JMU Engineering and Construction shall administer JMU projects under the JMU S&S for SWM and E&SC. JMU staff that hold inspection certifications with the State of Virginia as E&SC and SWM inspectors will perform the oversight inspections. All sites covered by the CGP will be subject to periodic inspections by JMU and the Virginia Department of Environmental Quality (DEQ). If DEQ inspectors discover any issues that require a return inspection, the operator may be subject to follow-up inspection fees.

**JMU S&S for VESMP Program Administrator**

Alison (Ali) Sloop

Stormwater Coordinator (DCA#0582)

Facilities Management: Engineering and Construction

Phone: 540-568-3174

Email: [witmanad@jmu.edu](mailto:witmanad@jmu.edu)

## 3.3 Director of Engineering and Construction

JMU has a Municipal Separate Storm Sewer System (MS4) permit issued by DEQ. This permit requires that the University has a program in place to control construction site and post-construction stormwater run-off. As part of the stormwater team, JMU Engineering and Construction staff will review, inspect, and assure that installation and regular maintenance of all stormwater controls are performed so that stormwater pollutants are minimized. The Director of Engineering and Construction is responsible for overseeing the staff with the above duties.

# SECTION 4: LEGIBLE MAP OF CONSTRUCTION SITE

Attach a legible map of the construction site to Appendix D that includes all of the required information listed below. If there are multiple phases of the project, each phase should have a representative map in Appendix D. Some of the map requirements may be satisfied by the E&SC Plan. If the map will be maintained outside of the SWPPP binder, include in Appendix D the location where the map can be viewed.

A legible map of the construction site is provided in Appendix D that includes the following:

1. Existing and proposed drainage patterns on the construction site and approximate slopes before and after major grading activities;
2. Limits of clearing and grading (i.e., land disturbance), including steep slopes and natural buffers around surface waters that will remain undisturbed;
3. 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 in order to increase sediment removal and maximize stormwater infiltration;
4. Locations of surface waters;
5. Locations where concentrated stormwater is discharged;
6. Locations of any construction support activities including (i) areas where equipment and vehicle washing, wheel washing, and other washing will 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; (vi) construction waste storage; and (vii) areas where polymers, flocculants, or other stormwater treatment chemicals will be used or stored; and
7. When applicable, the location of the on-site rain gauge or the methodology established in consultation with the VESMP authority used to identify measurable storm events for inspection purposes.

# SECTION 5: EROSION AND SEDIMENT CONTROL PLAN

Project staff will implement the approved E&SC plan prepared in accordance with JMU’s DEQ-approved S&S, including proper installation and maintenance of all proposed control measures. If sediment escapes the project site, it shall be removed in a manner to minimize off-site impacts.

## 5.1 Design Criteria

The approved E&SC Plan is designed to:

1. Control the volume and velocity of stormwater runoff within the construction site to minimize soil erosion;
2. Control stormwater discharges, including peak flow rates and total stormwater volume, to minimize erosion at outlets and to minimize downstream channel and stream bank erosion;
3. Minimize the amount of soil exposed during the construction activity;
4. Minimize the disturbance of steep slopes;
5. Minimize sediment discharges from the construction site in a manner that addresses (i) the amount, frequency, intensity, and duration of precipitation; (ii) the nature of resulting stormwater runoff; and (iii) soil characteristics, including the range of soil particle sizes present on the construction site;
6. Provide and maintain natural buffers around surface waters, direct stormwater to vegetated areas to increase sediment removal, and maximize stormwater infiltration, unless infiltration would be inadvisable due to the underlying geology and groundwater contamination concerns or infeasible due to site conditions;
7. Minimize soil compaction. Minimizing soil compaction is not required where the intended function of a specific area of the construction site dictates that it be compacted;
8. Unless infeasible, preserve topsoil. Preserving topsoil is not required where the intended function of a specific area of the construction site dictates that the topsoil be disturbed or removed;
9. Ensure the initiation of stabilization activities of disturbed areas occurs immediately whenever any clearing, grading, excavating, or other land-disturbing activities have permanently ceased on any portion of the construction site, or temporarily ceased on any portion of the construction site and will not resume for a period exceeding 14 days; and
10. Utilize outlet structures that withdraw stormwater from the surface (i.e., above the permanent pool or wet storage water surface elevation), unless infeasible, when discharging from sediment basins or sediment traps.

The approved E&SC plan can be found in Appendix E of this document.

Attach plan in Appendix E or include location where plan can be viewed.

## 5.2 Fill and Borrow Sites

At least one week prior to initiating hauling activity, the site supervisor or SWPPP Coordinator will provide the JMU Stormwater Coordinator and the JMU Project Manager with the address or location of any off-site facility that will be used as a borrow or fill site and documentation of the facility’s approved E&SC Plan and/or CGP coverage letter. A copy of this documentation should be maintained in Appendix G of this SWPPP. This documentation should also note the contents of any clean fill material disposed off-site.

The JMU Stormwater Coordinator will verify the off-site location has up-to-date documentation and is in good standing with the appropriate jurisdiction.

Clean fill materials approved for off-site disposal shall be placed in accordance with the E&SC Plan for the receiving facility.

# SECTION 6: STORMWATER MANAGEMENT PLAN

Project staff will implement the approved SWM plan prepared in accordance with JMU’s DEQ-approved S&S.

The approved SWM plan can be found in Appendix F of this document.

Attach plan in Appendix F or include location where plan can be viewed.

# SECTION 7: POLLUTION PREVENTION PLAN

## 7.1 Potential Sources for Stormwater Pollution

This section identifies activities that may reasonably be expected to affect the quality of stormwater discharges from the construction activity, including any support activity. Table 1 includes information regarding which activity, location, and potential pollutant may result from these activities. List the person(s) responsible for implementing the pollution prevention practices for each pollutant-generating activity.

Fill in/Edit Table 1 below to include known activities that may reasonably be expected to affect stormwater quality. Some examples are provided below. The location column can include either a narrative description or reference to the site plan/map if the activity is identified there.

Activities with the potential to cause sediment to pollute stormwater runoff include:

* Clearing and grubbing operations;
* Grading, fill and excavation operations (on-site or off-site);
* Vehicle tracking;
* Topsoil stripping and stockpiling; and
* Landscaping operations.

Potential pollutants and sources other than sediment runoff should be included for:

* Wastewater from washout of concrete;
* Wastewater from the washout and cleanout of stucco, paint, form release oils, curing compounds, and other construction materials;
* Storage or use of construction materials in such a way that they are exposed to precipitation such that they can be mobilized (e.g., open drums/containers, broken bags, etc.);
* Fuels, oils, or other pollutants used in vehicle and equipment operation and maintenance;
* Oils, toxic substances, or hazardous substances from spills or other releases; and
* Soaps, solvents, or detergents used in equipment and vehicle washing.

Table 1. Pollutant-Generating Activities/Material Anticipated On-Site

| **Activity/Material** | **Location** | **Stormwater Pollutant** | **Responsible Person or Company** |
| --- | --- | --- | --- |
| Vehicle tracking | Areas on and adjacent to construction entrances. Where vehicles and equipment travel on paved surfaces and exit or enter the site. | Sediment |  |
| Topsoil stripping | Grading of site, refer to grading plan and demo plan and SWPPP map. | Sediment |  |
| Landscaping operations | Throughout site, refer to E&S plan and landscaping plan. | Sediment, pesticides, fertilizers |  |
| Clearing and grubbing | Refer to grading and demo plans. | Sediment |  |
| Grading, fill and excavation | Refer to demolition and grading plans. | Sediment |  |
| Anti-freeze/coolant | Equipment/vehicles and secondary containment/staging area. See SWPPP map for storage areas. | Ethylene glycol, propylene glycol, heavy metals (copper, lead, zinc) |  |
| Asphalt | Streets, parking, roofing. See approved site plan. | Oil, petroleum distillates |  |
| Cleaning solvents | No equipment/vehicle cleaning allowed within project limits. See SWPPP map for storage areas. | Perchloroethylene, methylene chloride, trichloroethylene, petroleum distillates |  |
| Concrete | Curb and gutter, sidewalks, building construction. See approved site plan. See SWPPP map for location of washout area. | Limestone, sand, pH, chromium |  |
| Curing compounds | Curb and gutter - see approved site plan. | Naptha |  |
| Diesel fuel | Equipment/vehicles and secondary containment/staging area. See SWPPP map for storage areas. | Petroleum distillate, oil, grease, naphthalene, xylenes |  |
| Fertilizer | Newly seeded areas. See approved site plan for grassed/planted areas. See SWPPP map for storage areas. | Nitrogen, phosphorous |  |
| Gasoline | Equipment/vehicles and secondary containment/staging area. See SWPPP map for storage areas. | Benzene, ethyl benzene, toluene, xylene, MTBE |  |
| Glue, adhesives | Building construction. See approved site plan. See SWPPP map for storage areas. | Polymers, epoxies |  |
| Hydraulic oil/fluids | Equipment/vehicles on-site. | Mineral oil |  |
| Kerosene | Vehicles and secondary containment/staging area. See SWPPP map for storage areas. | Coal oil, petroleum distillates |  |
| Paints | Building construction. See approved site plan. See SWPPP map for storage areas. | Metal oxides, stoddard solvent, talc, calcium carbonate, arsenic |  |
| Pesticides | Used for noxious weed control. See SWPPP site map for storage location. | Chlorinated hydrocarbons, organophosphates, carbamates, arsenic |  |
| Plaster | Building construction. See approved site plan. | Calcium sulphate, calcium carbonate, sulfuric acid |  |
| Portable toilets | See SWPPP site map for locations. | Bacteria, parasites, viruses |  |
| Wood preservatives | Building construction. See approved site plan. See SWPPP map for material storage areas. | Stoddard solvent, petroleum distillates, arsenic, copper, chromium |  |

## 7.2 Nonstormwater Discharges that will be Commingled with Stormwater Discharges

Table 2 lists all nonstormwater discharges that are allowed by the CGP. Use the checkboxes to identify those nonstormwater discharges that are anticipated to be commingled with stormwater discharges from the construction activity, including any applicable off-site support activity.

Table 2. Nonstormwater Discharges that will be Commingled with Stormwater

| **Nonstormwater Discharges that will be Commingled with Stormwater Discharges** | **Anticipated?** |
| --- | --- |
| 1. Discharges from emergency firefighting activities | Yes  No |
| 2. Fire hydrant flushings, managed to avoid an instream impact | Yes  No |
| 3. Waters used to wash vehicles or equipment, provided no soaps, solvents, or detergents are used and the wash water is filtered, settled, or similarly treated prior to discharge | Yes  No |
| 4. Water used to control dust that is filtered, settled, or similarly treated prior to discharge | Yes  No |
| 5. Potable water, including uncontaminated waterline flushings, managed in a manner to avoid an instream impact | Yes  No |
| 6. Routine external building wash down provided no soaps, solvents or detergents are used, external building surfaces do not contain hazardous substances, and the wash water is filtered, settled, or similarly treated prior to discharge | Yes  No |
| 7. Pavement wash waters, provided spills or leaks of toxic or hazardous materials have not occurred, unless all spilled material has been removed prior to washing; soaps, solvents, or detergents are not used; and where the wash water is filtered, settled, or similarly treated prior to discharge | Yes  No |
| 8. Uncontaminated air conditioning or compressor condensate | Yes  No |
| 9. Uncontaminated ground water or spring water | Yes  No |
| 10. Foundation or footing drains, provided flows are not contaminated with process materials such as solvents or contaminated groundwater | Yes  No |
| 11. Uncontaminated excavation dewatering, including dewatering of trenches and excavations that are filtered, settled, or similarly treated prior to discharge | Yes  No |
| 12. Landscape irrigation | Yes  No |

Wash water may be directed to the sanitary sewer to avoid commingling with stormwater. Consult with the appropriate utility holder before putting any material down any manhole.

## 7.3 Pollution Prevention Practices

The pollution prevention practices and procedures that will be implemented are described below.

**7.3.1** *Prevent and respond to leaks, spills, and other releases by expeditiously stopping, containing, and cleaning up the material. Procedures for reporting leaks, spills, and other releases are included in section 7.5.*

Spills and leaks will be adequately contained and cleaned as soon as possible. Large spills or discharges shall be reported to the DEQ as required in Section III G, H, or I of the general permit. Copies of reports will also need to be forwarded to the JMU Project Manager and JMU Stormwater Compliance Specialist.

1. Contain the spill as near the source as possible and secure the immediate surrounding area to minimize the area contaminated by the spill product. Keep the spill area well-ventilated and immediately clean up all spills once they are adequately contained.
2. Approved manufacturers recommendations for spill cleanup shall be clearly posted. All construction site personnel shall be aware of the posted information.
3. All applicable spill response plans and MSDS shall be kept on file.
4. All spills shall be cleaned up immediately upon discovery. If a spill cannot be cleaned by on-site personnel, then the appropriate authorities shall be notified.
5. In the event of a spill, personnel shall wear appropriate personal protective equipment (PPE) to prevent injury from contact with the material(s) during cleanup efforts.

Spill kits shall be located on-site as needed for expedited clean-up and shall be located on the SWPPP site map. Sub-contractors will be made aware of location of spill kits, and who to contact on-site in case of a spill or leak.

Contact information for the DEQ Valley Regional Office is:

|  |  |
| --- | --- |
| 4411 Early Road, PO Box 3000 Harrisonburg, VA 22801 | Office Hours: 8:30am – 4:30pm Monday – Friday Phone: (540) 574-7800 |
| To file a report after hours, do a web search for “PREP how to report pollution” or visit: <https://www.deq.virginia.gov/Programs/PollutionResponsePreparedness/MakingaReport.aspx> | |

**7.3.2** *Prevent the discharge of spilled and leaked fuels and chemicals from vehicle fueling and maintenance activities (e.g., providing secondary containment such as spill berms, decks, spill containment pallets, providing cover where appropriate, and having spill kits readily available).*

1. All on-site vehicles and equipment shall be checked for leaks on a regular basis. Any spills or leaks encountered at the site shall be cleaned up immediately. Vehicle or equipment maintenance should be conducted off-site.
2. Storage of fuel on-site shall require a double walled container or other secondary containment measures.
3. Personnel will be trained on safe and proper fueling techniques.
4. Refueling procedures shall be conducted in a manner so as to minimize incidental release of petroleum products. It is recommended that if repairs are required on a construction vehicle, then that activity should be conducted off-site. However, if off-site repairs are not feasible then the contractor shall make provisions to prevent the discharge of any petroleum products. Repair or maintenance activities will not take place within or in the proximity of environmentally sensitive areas, sanitary sewer structures or stormwater receptors.
5. Petroleum-based spills will be subject to notification to the appropriate first responders and governing environmental authorities.

**7.3.3**  *Prevent the discharge of soaps, solvents, detergents, and wash water from construction materials, including the clean-up of stucco, paint, form release oils, and curing compounds (e.g., providing cover (e.g., plastic sheeting or temporary roofs) to prevent contact with stormwater; collection and proper disposal in a manner to prevent contact with stormwater; and a similarly effective means designed to prevent discharge of these pollutants).*

1. All materials stored on-site will be stored in a neat and orderly fashion. Materials that have potential for contaminating stormwater runoff shall be protected from encountering precipitation and stormwater runoff.
2. Liquid materials will be stored within approved, or manufacturer recommended watertight containers.
3. Wastewater or wash water containing any of these chemicals/materials should be collected and disposed of in a manner that prevents contact with stormwater.

**7.3.4** *Minimize the discharge of pollutants from vehicle and equipment washing, wheel washing, and other types of washing (e.g., locating activities away from surface waters and storm drain inlets and constructed or natural site drainage features and directing wash waters to sediment basins or traps, using filtration devices such as filter bags or sand filters, or using similarly effective controls).*

1. Wash water from vehicle and equipment washing and other types of washing should be directed to sediment basins or traps or appropriate filtration devices.
2. Minimize the washing of vehicles, wheels, and equipment on-site.
3. When washing vehicles and equipment on site, this activity should be done away from surface waters and drain inlets and drainage swales.

**7.3.5** *Direct concrete wash water into a leak-proof container or leak-proof settling basin designed so that no overflows can occur due to inadequate sizing or precipitation. Hardened concrete wastes shall be removed and disposed of in a manner consistent with the handling of other construction wastes. Liquid concrete wastes shall be removed and disposed of in a manner consistent with the handling of other construction wash waters and shall not be discharged to surface waters, disposed of through infiltration, or otherwise disposed of on the ground.*

1. A construction site with a few machinery

   Description automatically generated with medium confidenceMeasures for washout operations for concrete, masonry, or other activities shall be provided for on-site.
2. Washout measures shall be waterproof and sized appropriately for the construction activity and specifications should follow the VA Stormwater Management Handbook requirements.
3. Washout facilities should be inspected daily and after heavy rains to check for leaks, identify any damages to linings, and determine whether the capacity is over 75%.
4. Repairs and maintenance shall be made as needed.
5. In general, washouts and other similar mixing activities should be located at least 25 feet or more away from a storm inlet, or additional preventative measures shall be employed.

**7.3.6**  *Minimize the discharge of pollutants from storage, handling, and disposal of construction products, materials, and wastes including building products such as asphalt sealants, copper flashing, roofing materials, adhesives, and concrete admixtures; pesticides, herbicides, insecticides, fertilizers, and landscape materials; and construction and domestic wastes such as packaging materials, scrap construction materials, masonry products, timber, pipe and electrical cuttings, plastics, Styrofoam, concrete, and other trash or building materials.*

1. Dumpsters and/or trash cans shall be provided for on-site.
2. Containers are to be emptied on a regular basis to prevent overflow.
3. Materials should be disposed off appropriately according to material type and manufacturer’s recommendations.

**7.3.7** *Prevent the discharge of fuels, oils, and other petroleum products, hazardous or toxic wastes, waste concrete, and sanitary wastes.*

1. Petroleum-based spills will be subject to notification to the appropriate first responders and governing environmental authorities.
2. If petroleum-based products are received in bulk quantity, then that substance shall be stored in a manufacturer’s recommended container or container that is approved by the governing regulatory agency.
3. Storage of fuel on-site shall require a double walled container or other secondary containment measures.
4. Hazardous substances shall be stored in their original container unless the container is not re-sealable. After market or non-original containers shall be approved by the governing agency or manufacturer to contain the specified hazardous substance.
5. Original labels shall be affixed to the storage container. All Safety Data Sheets (MSDS) shall be kept on file. Only trained personnel shall be permitted to handle hazardous substances.
6. If hazardous material is received in bulk quantity, then that material shall be stored in a manufacturer’s recommended container or container that is approved by the governing regulatory agency.
7. Several portable toilets in a row

   Description automatically generatedHazardous materials shall be stored under cover and prevented from encountering precipitation and stormwater runoff.
8. Portable toilets are to be placed on a level surface away from waterways, storm drainage systems, and areas of heavy vehicular traffic.
9. If the flow path from the toilet is less than 50 feet to a waterway or storm inlet or ditch, toilets may need to be staked or further secured.
10. Toilets are to be maintained and cleaned as needed, and regularly inspected for leaks.
11. Fertilizers shall be selected and applied in accordance with the VSMH (latest version), JMU’s Nutrient Management Plan, and manufacturer’s recommendations. Partially open bags of fertilizer shall be stored in re-sealable plastic containers.
12. All paint containers shall be sealed and stored in accordance with the manufacturer’s recommendations. Paint containers shall be sheltered from precipitation and stormwater runoff.
13. Used paint containers shall not be rinsed or cleaned on-site and disposal of paint and used paint containers shall be in accordance with federal, state, and local laws and regulations.
14. Concrete truck drum wash water or surplus concrete shall be discharged only at approved locations and in accordance with federal, state, and local laws and regulations.

**7.3.8** *Address any other discharge from the potential pollutant-generating activities not addressed above.*

1. Water from power plant closed loop systems should not be discharged onto the ground, into the storm sewer system or a water body. The water in these systems have chemicals that are not allowed to be discharged to the environment.
2. If a discharge must occur, only discharge water from power plant systems into sanitary sewer. Permission must be received from local municipality and sanitary sewer authorities before discharging to sanitary sewer.

**7.3.9** *Minimize the exposure of waste materials to precipitation by closing or covering waste containers during precipitation events and at the end of the business day or implementing other similarly effective practices. Minimization of exposure is not required in cases where the exposure to precipitation will not result in a discharge of pollutants.*

1. Litter and debris are to be cleaned up daily.
2. Waste containers should be completely covered at the end of each day and during precipitation events.

## 7.4 Pollution Prevention Awareness and Training

Please review the below procedures for providing pollution prevention awareness for all practices described in the SWPPP and appropriate spill response training to personnel in order to comply with the conditions of the CGP and SWPPP. A sample training log is provided in Appendix H. Please input any additional procedural information for your organization related to pollution prevention awareness and training of your employees and subcontractors.

It will be the responsibility of the SWPPP Coordinator to ensure all contractors and personnel on site are aware of SWPPP requirements and their role in permit compliance. Training will be facilitated by the SWPPP Coordinator on spill prevention and spill clean-up procedures detailed in Section 7.3.1 and Section 7.5 for all personnel on site.

Each contractor performing work that may encounter stormwater runoff will be required to complete the Subcontractor Certification form to be included in Appendix A. At a minimum, this will include the project excavator, concrete, landscape, masonry, painting, and fueling contractors. Other contractors may be required as deemed necessary by the SWPPP Coordinator, JMU Project Manager, JMU Project Engineer, or JMU Stormwater Coordinator. A sample training log is provided in Appendix H.

## 7.5 Reports of Unauthorized Discharges

**If a prohibited discharge occurs, the operator is required to immediately notify the JMU Project Manager and JMU Stormwater Coordinator.**

Any operator who discharges or causes or allows a discharge of sewage, industrial waste, other wastes or any noxious or deleterious substance or a hazardous substance or oil in an amount equal to or in excess of a reportable quantity established under either 40 CFR Part 110, 40 CFR Part 117, 40 CFR Part 302, of the Code of Virginia that occurs during a 24-hour period into or upon state surface waters or who discharges or causes or allows a discharge that may reasonably be expected to enter state surface waters, shall notify the DEQ of the discharge immediately upon discovery of the discharge, but in no case later than within 24 hours after said discovery. After conferring with the JMU Project Manager and the JMU Stormwater Coordinator, a written report of the unauthorized discharge shall be submitted to DEQ and a copy provided to the JMU Stormwater Coordinator within five days of discovery of the discharge. The written report shall contain:

1. A description of the nature and location of the discharge;
2. The cause of the discharge;
3. The date on which the discharge occurred;
4. The length of time that the discharge continued;
5. The volume of the discharge;
6. If the discharge is continuing, how long it is expected to continue;
7. If the discharge is continuing, what the expected total volume of the discharge will be; and
8. Any steps planned or taken to reduce, eliminate and prevent a recurrence of the present discharge or any future discharges not authorized by the CGP.

Include a copy of the written report in Appendix M of this SWPPP.

# SECTION 8: IMPAIRED WATERS AND EXCEPTIONAL WATERS

Review table of impaired waters to ensure these are applicable to the project site.

Streams that do not meet Virginia Water Quality Standards are classified as impaired water. DEQ, in cooperation with other state and federal agencies, develop and implement cleanup plans to restore the health of these listed streams; these restoration plans are known as "total maximum daily loads" or TMDLs.

Table 4 identifies impaired waters which may receive discharges from JMU construction sites. This table includes surface waters identified as impaired on the 2022 §305(b)/303(d) Water Quality Assessment Integrated Report or for which a TMDL wasteload allocation has been established and approved prior to 7/1/2024 for sediment, a sediment-related parameter, nutrients, or polychlorinated biphenyls (PCBs).

Table 3. Names of Impaired Waters and TMDL’s Applicable to JMU

| **Impaired Waters** | **Impairment** | **Pollutant of Concern** | **SWCB or EPA Approval of TMDL** |
| --- | --- | --- | --- |
| Chesapeake Bay | Nutrient/Eutrophication Biological Indicators, TSS | Nitrogen, Phosphorus, Sediment | 12/29/2010 by EPA |
| Blacks Run and Cooks Creeks | Benthic Invertebrates, Escherichia coli | Fecal Coliform, Sediment, Phosphorus, Nitrogen | 4/27/2009 by EPA (Fecal Coliform) 7/9/2019 by EPA (Sediment, N and P) |

## 8.1 SWPPP Requirements for Discharges to Nutrient and Sediment Impaired Waters

Specific SWPPP requirements for construction site discharges to nutrient or sediment impaired waters include:

1. Permanent or temporary soil stabilization shall be applied to denuded area within seven days after final grade is reached on any portion of the construction site.
2. Nutrients shall be applied in accordance with manufacturer's recommendations or an approved nutrient management plan and shall not be applied during rainfall events.
3. Inspections shall be conducted at a frequency described in Section 9.2.
4. Control and document construction dewatering discharges as described below:

[This section describes the requirements of CGP turbidity benchmark options 1 – 3. A request may be submitted to DEQ to approve an alternative benchmark that is higher than options 1, 2 and 3 if information is available demonstrating the higher number is the same as the receiving water's water quality standard for turbidity. Update the text below to specify which benchmark option will be followed at this site.]

1. The operator shall control and document construction dewatering discharges as described in this section. The location of all construction dewatering discharges is identified in the map of the construction site (Appendix D). [Insert type of dewatering control(s) to be used on-site (e.g., sediment bag, sediment trap/basin, etc.)] will be installed, implemented and maintained at each dewatering location to minimize pollutants, including suspended solids, prior to discharging into a stormwater conveyance system or surface water.
2. The effectiveness of the construction dewatering controls is evaluated through turbidity benchmark sampling, which will be performed as follows:

(a) At least one grab sample shall be collected from each construction dewatering discharge when the first discharge at that location occurs, daily thereafter until the dewatering discharge stops, and after any installation of new controls or routine maintenance activity of existing controls. [If using Option 1 include:] An upstream grab sample shall be collected from the receiving stream.

(b) Grab samples of the construction dewatering discharge shall be collected during the first 15 minutes of the construction dewatering discharge and daily thereafter until the dewatering discharge stops. [If using Option 1 include:] Upstream grab samples of the receiving stream shall be collected within 15 minutes of the corresponding construction dewatering discharge sample.

(c) Grab samples shall be collected after the construction dewatering water has been filtered, settled, or similarly treated and prior to its discharge into a stormwater conveyance system or surface water.

(d) Grab samples shall be measured using a turbidity meter that reports results in nephelometric turbidity units (NTUs) or formazin turbidity units (FTUs), and a turbidity meter calibration verification shall be conducted prior to each day's use, consistent with manufacturer recommendations.

(e) All dewatering discharges shall be visually monitored for changes in the characterization of effluent discharge.

(f) If [keep the option-specific benchmark listed below that will be used at this site]

(i) [Option 1] any turbidity measurement of the construction dewatering discharge exceeds the upstream grab sample of the receiving stream by more than 50 NTUs/FTUs or

(i) [Option 2] any turbidity measurement of the construction dewatering discharge exceeds 150 NTUs/FTUs or

(i) [Option 3] the weekly average of the turbidity measurements of the construction dewatering discharge exceeds 50 NTUs/FTUs or

(ii) visual monitoring indicates a change in the characterization of effluent discharge,

corrective action shall be taken in accordance with Section 9.3. [If using Option 3 include:] The weekly average is the sum of all turbidity samples taken during a monitoring week (starting on Monday and ending on Sunday) divided by the number of samples measures during that week.

1. Turbidity monitoring information (i.e., location, date, sample collection time, and turbidity measurement) and any necessary corrective actions taken shall be recorded in the Appendix N.

## 8.2 SWPPP Requirements for Discharges to PCB Impaired Waters

No JMU property discharges to surface waters identified in 9VAC25-260-30 A as a PCB impaired water.

## 8.3 SWPPP Requirements for Discharges to Exceptional Waters

No JMU property discharges to surface waters identified in 9VAC25-260-30 A 3 c as an exceptional water.

# SECTION 9: SWPPP INSPECTIONS AND RECORDKEEPING

9.1 SWPPP Implementation and Corrective Actions   
  
All control measures shall be properly maintained in effective operating condition in accordance with good engineering practices and, where applicable, manufacturer specifications. If a site inspection identifies a control measure that is not operating effectively or needs routine maintenance, corrective actions or routine maintenance shall be completed as soon as practicable, but no later than five business days after discovery or a longer period as established by DEQ, to maintain the continued effectiveness of the control measures. If approval of a corrective action is necessary, additional control measures shall be implemented to minimize pollutants in stormwater discharges until such approvals can be obtained.

If the same repair to the same control at the same location must be made more than two times, either:

(a) complete and document the corrective action to prevent repeat occurrences or

(b) complete the corrective action and document in the inspection report why the reoccurrence should still be addressed as routine maintenance.

When any turbidity measurement of the construction dewatering discharge exceeds the selected benchmark option or visual monitoring indicates a change in the characteristics of effluent discharge, as outlined in Section 8.1, the operator shall:

a. Immediately cease the construction dewatering discharge at the location that exceeds the turbidity benchmark or where visual monitoring indicates a change in the characterization of effluent discharge;

b. Determine whether the construction dewatering controls are operating effectively or need routine maintenance or if an additional or alternate control measure is necessary; and

c. Make any necessary adjustments, additions, repairs, or replacements to the

construction dewatering controls.

Once these corrective action steps are completed and any necessary adjustments, additions, repairs, or replacements are made, the operator may resume its construction dewatering discharge and shall sample for turbidity within 15 minutes of the construction dewatering discharge commencing. No additional corrective action items are required beyond recording the results in the SWPPP.

The operator may be required to remove accumulated sediment deposits located outside of the construction site covered by this general permit as soon as practicable in order to minimize environmental impacts. The operator shall notify the S&S Administrator and DEQ as well as obtain all applicable federal, state, and local authorizations, approvals, and permits prior to the removal of sediments accumulated in surface waters, including wetlands.

## 9.2 Inspection Schedule

Inspections shall be conducted at a frequency of (i) at least once every four business days OR (ii) at least once every five business days and no later than 24 hours following a measurable storm event (0.25 inches of rain/ 3.25 inches of snow). In the event that a measurable storm event occurs when there are more than 24 hours between normal working business days, the inspection shall be conducted on the next business day. **State which frequency of inspection will be used by the project team in bold font.** If the option to inspect every 5 days or after every measurable storm event is chosen, the location of the on-site rain gauge or the methodology used to identify measurable storm events must be described here.

Where areas have been temporarily stabilized or construction activities will be suspended due to continuous frozen ground conditions and stormwater discharges are unlikely, the inspection frequency may be reduced to once per month. If weather conditions (such as above freezing temperatures or rain or snow events) make discharges likely, the operator shall immediately resume the regular inspection frequency.

If adverse weather causes the safety of the inspection personnel to be in jeopardy, the inspection may be delayed until the next business day on which it is safe to perform the inspection. Any time inspections are delayed due to adverse weather conditions, evidence of the adverse weather conditions shall be included in the SWPPP with the dates of occurrence.

## 9.3 Inspection Requirements

Required inspections shall be conducted by the qualified personnel identified in Section 2. As part of the inspection, the qualified personnel shall:

1. Record the date and time of the inspection and, when applicable, the date and rainfall or snowfall amount of the last measurable storm event;
2. Record the information and a description of any discharges occurring at the time of the inspection or evidence of discharges occurring prior to the inspection;
3. Record any construction activities that have occurred outside of the approved E&SC plan and contact the JMU stormwater coordinator at [stormwater@jmu.edu](mailto:stormwater@jmu.edu);
4. Inspect all stormwater discharge locations and all construction dewatering discharge locations at the construction site. If a stormwater discharge is occurring during the inspection, observe and document the visual quality and characteristics of the discharge, including color; odor; floating, settled, or suspended solids; foam; oil sheen; and other indicators of stormwater pollutants;
5. Inspect the following for installation in accordance with the approved E&SC plan, identification of any maintenance needs, and evaluation of effectiveness in minimizing sediment discharge, including whether the control has been inappropriately or incorrectly used:
6. All perimeter erosion and sediment controls, such as silt fence;
7. Soils stockpiles, when applicable, and borrow areas for stabilization or sediment trapping measures;
8. Completed earthen structures, such as dams, dikes, ditches, and diversions for stabilization and effective impoundment or flow control;
9. Cut and fill slopes;
10. Sediment basins and traps, sediment barriers, and other measures installed to control sediment discharge from stormwater;
11. Temporary or permanent channels, flumes, or other slope drain structures installed to convey concentrated runoff down cut and fill slopes;
12. Storm inlets that have been made operational to ensure that sediment laden stormwater does not enter without first being filtered or similarly treated; and
13. Construction vehicle access routes that intersect or access paved or public roads for minimizing sediment tracking.
14. Inspect areas that have reached final grade or that will remain dormant for more than 14 days to ensure:
    1. Initiation of stabilization activities have occurred immediately; and
    2. Stabilization activities have been completed within seven days of reaching grade or stopping work;
15. Inspect for evidence that the approved E&SC plan has not been properly implemented. This includes but is not limited to:
16. Concentrated flows of stormwater in conveyances such as rills, rivulets or channels that have not been filtered, settled, or similarly treated prior to discharge, or evidence thereof;
17. Sediment laden or turbid flows of stormwater that have not been filtered or settled to remove sediments prior to discharge;
18. Sediment deposition in areas that drain to unprotected stormwater inlets or catch basins that discharge to surface waters. Inlets and catch basins with failing sediment controls due to improper installation, lack of maintenance, or inadequate design are considered unprotected;
19. Sediment deposition on any property (including public and private streets) outside of the construction activity covered by the CGP;
20. Required stabilization has not been initiated or completed or is not effective on portions of the construction site;
21. Sediment basins/traps without adequate wet or dry storage volume or sediment basins/traps that allow the discharge of stormwater from below the surface of the wet storage portion of the basin/trap;
22. Land disturbance or sediment deposition outside of the approved area to be disturbed.
23. Inspect pollutant generating activities identified in the pollution prevention plan for the proper implementation, maintenance and effectiveness of the procedures and practices;
24. Identify and report any pollutant generating activities not identified in the pollution prevention plan; and
25. Identify and document the presence of any evidence of the discharge of pollutants prohibited by the CGP.

## 9.4 Recordkeeping

Inspection reports shall include the following items:

* 1. The date and time of the inspection and, when applicable, the date and rainfall or snowfall amount of the last measurable storm event;
  2. Summarized findings of the inspection;
  3. The locations, visual quality, and characteristics of all stormwater discharges, when occurring; d. The locations, visual quality, and characteristics of all construction dewatering discharges, if applicable;
  4. The locations of prohibited discharges;
  5. The locations of control measures that require routine maintenance;
  6. The locations of control measures that failed to operate as designed or proved inadequate or inappropriate for a particular location;
  7. The locations where evidence exists that the approved E&SC Plan has not been properly implemented.;
  8. The locations where any additional control measure is needed;
  9. A list of corrective actions required (including any changes to the SWPPP that are necessary) as a result of the inspection or to maintain permit compliance;
  10. Documentation of any corrective actions required from a previous inspection that have not been implemented;
  11. Any incidents of noncompliance. If none, the report shall contain a certification that the construction activity is in compliance with the SWPPP and this general permit;
  12. The required certification; and
  13. The date and signature of the qualified personnel and the operator or its duly authorized representative in accordance with Part III K 2 of the general permit.

If the operator has an appropriate inspection form which will be used, a copy of the form should be attached to this plan in Appendix I. Blank inspection reports provided in Appendix I may be used.

The inspection report shall be included in the SWPPP no later than four business days after the inspection is complete. Inspection reports should be included in Appendix I or if the reports are stored electronically, the location of where the inspection reports are stored and how they can be viewed should be included in Appendix I. A record of each inspection and of any actions taken will be retained as part of the SWPPP for at least three years from the date that CGP coverage expires or is terminated.

# SECTION 10: SWPPP AMENDMENTS, MODIFICATIONS, AND UPDATES

Amendments, modifications, and updates to this SWPPP will be summarized in Appendix J. Multiple amendments during the course of the construction activity must have a separate sheet for each amendment with the required signed certification, which can be done by copying the sheet in Appendix J for each change.

The operator will amend the SWPPP whenever:

1. There is a change in the design, construction, operation, or maintenance that has a significant effect on the discharge of pollutants to surface waters and that has not been previously addressed in the SWPPP;
2. It is determined that the existing controls are ineffective in minimizing pollutants in discharges from the construction activity;
3. There is a change in the responsible contractor who will implement and maintain each control measure.

The operator will update the SWPPP as soon as possible but no later than five business days following any modification to its implementation, including the following:

1. A record of dates when (Appendix K):

* Major grading activities occur;
* Construction activities temporarily or permanently cease on a portion of the site; and
* Stabilization measures are initiated.

1. Documentation of replaced or modified controls where periodic inspections or other information have indicated that the controls have been used inappropriately or incorrectly and were modified (Appendix L);
2. Areas that have reached final stabilization and where no further SWPPP or inspection requirements apply (Appendix P);
3. All properties that are no longer under the legal control of the operator and the dates on which the operator no longer had legal control over each property (Appendix P);
4. The date of any prohibited discharges, the discharge volume released, and what actions were taken to minimize the impact of the release (Appendix M);
5. Measures taken to prevent the reoccurrence of any prohibited discharge (Appendix M); and
6. Measures taken to address any evidence identified as a result of a required inspection (Appendix J and/or L);

# SECTION 11: CLOSURE OF CONSTRUCTION ACTIVITIES

The operator will coordinate with JMU’s Stormwater Coordinator prior to submitting a Notice of Termination for the CGP to ensure that all stormwater management controls are operational and that stabilization measures are in place according to the plans on all portions of the site for which the operator is responsible. The Notice of Termination form is available at the DEQ web site.

The regulations require that the SWPPP binder, including all inspection records, must be retained for a period of three years from the date that CGP coverage expires or is terminated. In the event the contractor does not want to retain responsibility for keeping track of the SWPPP records, JMU Engineering and Construction will keep the SWPPP documentation for the retention period. Contact the JMU Stormwater Coordinator to transfer the SWPPP documentation and retention responsibility.

**Appendix A: Certifications**

Operator Certification

Delegation of Authority Certification

Subcontractor Certification

Qualified Personnel Certification (or Other Certifications)

**Appendix B: Copies of the Notice of Coverage Letter and the CGP Registration Statement**

Signed Copy of Registration Statement (with attachments)

Construction General Permit Coverage Letter (Virginia DEQ provides these electronically, please print and include here.)

Notice of Termination Form

**Appendix C: Copy of General VPDES Permit for Discharges of Stormwater from Construction Activities**

[Print out a copy of the current CGP which is available here: <https://www.deq.virginia.gov/home/showpublisheddocument/24301/638551799284370000>

**Appendix D: Map of Construction Site**

[See Section 4 for site plan requirements. DEQ wants this regularly updated to reflect dates of significant activities such as BMP installation, grading, and other changes to the site as needed. If updates are stored somewhere other than the SWPPP binder, such as a map on the wall, please note the location here.] Red line markups should be initialed and dated.

**Appendix E: Erosion and Sediment Control Plan**

[Refer to a separate document/drawing set if not included in this binder.]

**Appendix F: Stormwater Management Plan**

[Refer to a separate calculation package and/or drawing set if not included in this binder.]

**Appendix G: Proof of Approval for Spoils or Borrow Areas**

[Keep this list updated if new locations are used during the project. Include documentation of E&SC plan approval and/or CGP coverage letter]

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Facility or Project Name (Include Permit Number if applicable)** | **Physical Location Address** | **Latitude and Longitude** | **Facility Type (Borrow or Spoils)** | **Contents of Excavated Material** |
|  |  |  |  |  |
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**Appendix H: Training Log**

[The following is an example and is not required to be used. If training logs are stored somewhere other than the SWPPP binder, please note the location here.]

**SWPPP TRAINING LOG**

|  |  |  |
| --- | --- | --- |
| **Project Name:** |  | |
| **Project Location:** |  | |
| **Instructor’s Name:** |  | |
| **Date:** |  | |
| **Topic:** | **E&S Controls** | **Inspections/Corrections Actions** |
|  | **Stabilization Controls** | **Emergency Procedures** |
|  | **Pollution Prevention** | |
| **Additional Description:** |  | |
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| **Name** | **Completion Date** | **Company** |
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**Appendix I: Inspection Reports and Daily Precipitation Log**

[The following inspection report is an example and is not required to be used so long as the alternative contains all required information as noted in the CGP. If inspection reports are stored somewhere other than the SWPPP binder, please note the location here.]

Please denote where precipitation data is being sourced from.

|  |  |  |  |
| --- | --- | --- | --- |
| Part 1. General Information | | | |
| Project Name |  | Location |  |
| Date of Inspection |  | Time |  |
| Inspector’s Name |  | | |
| Inspector’s Contact Info |  | | |
| Stage of Construction | Clearing/Grubbing  Building Construction  Rough Grading  ☐ Finish Grading  SWM Facility Construction  Final Stabilization   Other: | | |
| Has there been a storm event since the last inspection? ❑Yes ❑No If yes, provide:  Storm Start Date: Approximate Amount of Precipitation (in): \_\_\_\_\_\_\_\_\_\_\_\_\_ | | | |
| Are there any discharges at the time of inspection or evidence of a past discharge of pollutants prohibited by the construction GP? ❑Yes ❑No  If yes, describe: | | | |
| Are there any active stormwater or construction dewatering discharges occurring at the time of this inspection?  ❑Yes ❑No  If yes, briefly describe here and include the details in Appendix O of the SWPPP: | | | |
| Are there any pollutant-generating activities not identified in the SWPPP? ❑Yes ❑No  If yes, describe: | | | |
| Have any land-disturbing activities occurred outside of the approved E&SC plan? ❑Yes ❑No  If yes, describe: | | | |

|  |  |  |
| --- | --- | --- |
| Part 2. *Previous* Inspection Deficiencies Report | | |
| Type of E&S Control and/or P2 Practice | Repairs or Corrections Completed? | Description, Location, and Date of Corrective Actions Taken. Document corrective action notes for repeat repairs  (Must Be Performed Within 5 Business Days of Report) |
| 1 | ❑Yes ❑No |  |
| 2 | ❑Yes ❑No |  |
| 3 | ❑Yes ❑No |  |
| 4 | ❑Yes ❑No |  |
| 5 | ❑Yes ❑No |  |
| 6 | ❑Yes ❑No |  |
| 7 | ❑Yes ❑No |  |
| 8 | ❑Yes ❑No |  |

|  |  |  |
| --- | --- | --- |
| Part 3. *Current* Inspection Report - E&S Controls | | |
| Type of E&S Control | Corrections Required | Description and Location of Controls that are Missing/Failed/Inadequate/Inappropriate and  Require Maintenance |
| Construction Entrances | ❑Yes ❑No ❑N/A |  |
| Dewatering Devices (Filter Bags) | ❑Yes ❑No ❑N/A |  |
| Diversion Dikes | ❑Yes ❑No ❑N/A |  |
| Inlet Protection | ❑Yes ❑No ❑N/A |  |
| Outlet Protection | ❑Yes ❑No ❑N/A |  |
| Perimeter Controls (e.g. Silt Fence) | ❑Yes ❑No ❑N/A |  |
| Sediment Trap or Basin | ❑Yes ❑No ❑N/A |  |
| Stabilization (within 7 days at Final Grade; within 14 days not at Final Grade) | ❑Yes ❑No ❑N/A |  |
| Stockpiles | ❑Yes ❑No ❑N/A |  |
| Dewatering | ❑Yes ❑No ❑N/A |  |
| Other | ❑Yes ❑No ❑N/A |  |
| Part 4. *Current* Inspection Report- Pollution Prevention Practices | | |
| Type of P2 Practice | Corrections Required | Description and Location of Practices that are Improperly Implemented/Ineffective and Require Corrective Actions |
| Concrete/Mortar Washout Containment | ❑Yes ❑No ❑N/A |  |
| Dumpster Covers | ❑Yes ❑No ❑N/A |  |
| General Housekeeping | ❑Yes ❑No ❑N/A |  |
| Portable Toilet/Handwashing Areas | ❑Yes ❑No ❑N/A |  |
| Proper Storage Areas for Chemicals/Fuels/Oils/Paints/Soaps | ❑Yes ❑No ❑N/A |  |
| Other | ❑Yes ❑No ❑N/A |  |

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| --- |
| Part 5. Certification and Signatures |

If there were no incidents of noncompliance identified on this report, do you certify that this construction activity is in compliance with the SWPPP and CGP? ❑Yes ❑No

"I certify under penalty of law that I have read and understand this document and that this document and all attachments were prepared 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 the 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."

Signature of Inspector: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_

Signature of Operator or

Duly Authorized Representative: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_

Appendix J: Log of Amendments, Modifications and Updates to SWPPP

**Date of Amendment, Modification, or Update**

|  |  |
| --- | --- |
| **Description of Modifications to SWPPP Including Change in Design, Construction, Operation or Maintenance Not Previously Addressed** | **Contractor(s) who will Implement and Maintain Control** |
| Enter the location and reason for the change in design, construction, operation, or maintenance that has a significant effect on the discharge of pollutants to surface waters and that has not been previously addressed in the SWPPP and add any supporting drawings or documentation | **Name** |

I certify under penalty of law that I have read and understand this document and that this document and all attachments were prepared 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 the 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.

**Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Responsible Corporate Officer or

Duly Authorized Representative

**Print Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Appendix K:

Log of Major Grading, BMP Installation, Ceased Activities, and Stabilization Measures   
  
[If updates are stored somewhere other than the SWPPP binder, please note the location here.]

|  |  |  |  |
| --- | --- | --- | --- |
| **Start Date** | **End Date** | **Location** | **Description of Activity (Grading, Ceased Activities, Stabilization Measures Initiated)** |
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Appendix L: Log of Replaced or Modified Pollution Prevention or E&S Controls

[If updates are stored somewhere other than the SWPPP binder, such as a map on the wall, please note the location here.]

|  |  |  |
| --- | --- | --- |
| **Date** | **Control Needing Replacement or Modification** | **Describe New Installation** |
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Appendix M: Log of Prohibited Discharges

Include a copy of written reports prepared in accordance with Section 7.4 of this SWPPP. The report must include the date of any prohibited discharges, the discharge volume released, what actions were taken to minimize the impact of the release, and measures taken to prevent the reoccurrence of any prohibited discharge.

Appendix N: Construction Dewatering Log (Turbidity Monitoring)

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| --- | --- | --- | --- | --- | --- | --- | --- |
| **Discharge Location** | **Meter Calibration Performed?** | **Turbidity Benchmark Option** | **Sample Date** | **Sample Time** | **Turbidity Measurement  (NTU or FTU)** | **Corrective Action** | **Notes a** |
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a Indicate if this is an isolated/infrequent discharge (one-day only) or an on-going discharge. If on-going, provide date of first and final discharge.

Appendix O: Active Stormwater Discharge or Construction Dewatering Discharge Location Inspection Log

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| --- | --- | --- | --- | --- |
| **Date** | **Discharge Location** | **Water Characteristics** a | **Corrective Action** | **Notes** |
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a Document the visual quality and the characteristics of the discharge, including color; odor; floating, settled, or suspended solids; foam; oil sheen; and other indicators of pollutants.

Appendix P: Log of Areas No Longer under Operator Control or Fully Stabilized   
  
[If updates are stored somewhere other than the SWPPP binder, such as a map on the wall, please note the location here. Include map attachment as needed to illustrate update.]

|  |  |  |
| --- | --- | --- |
| **Date** | **Area No Longer under Operator Control** | **Final Stabilization Efforts** |
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