



SWPPP

(Storm Water Pollution Prevention Plan)

Informational Handout and Application
Engineering Division
City of Cedar Falls, Iowa

Updated 11/24/2014



Construction Site Erosion and Sediment Control Stormwater Pollution Prevention Plan (“SWPPP”) City of Cedar Falls

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Construction Site Erosion and Sediment Control

City of Cedar Falls, Iowa

Overview

Many types of urban activities can directly impact the health of Cedar Falls surface waters. Local developers, contractors, subcontractors, and their crews can adversely impact water quality by not properly planning ahead to keep dirt, debris, and other waste materials away from storm drains and local waterways before, during, and after construction activities. Federal law, now implemented by Cedar Falls, mandates that those who undertake construction activities provide pollution protection at their construction sites.

Federal and State Requirements

The Clean Water Act, enforced by the U.S. Environmental Protection Agency's (EPA) National Pollutant Discharge Elimination System (NPDES) permit program, was designed to control water pollution throughout the United States by regulating point and non-point sources that discharge pollutants into the waters of this nation. The Iowa Department of Natural Resources (IDNR) is tasked on the state level to enforce the US Environmental Protection Agency's NPDES stormwater regulations through a permitting process. The IDNR's stormwater program was implemented in several phases.

The first stage of the Iowa NPDES stormwater program, Phase I, addressed discharge permits for "medium" to "large" municipalities and construction activities of five (5) acres of land or more. Only Des Moines and Cedar Rapids were impacted by this first phase in the late 1990's. The second stage of NPDES, Phase II, implemented extended requirements to include some smaller municipalities and land disturbing activities of one (1) or more acres. Forty-three additional Iowa cities, including Cedar Falls, are now required to administer stormwater quality programs throughout their communities.

What is Required in Cedar Falls?

As a requirement of Cedar Falls' NPDES Separate Storm Sewer System (MS4) permit (in 2003), an approved Stormwater Pollution Prevention Plan (SWPPP) must be obtained from the City of Cedar Falls Engineering Division using Best Management Practices (BMPs) implemented prior to any construction activities that will disturb one (1) or more acres **and for construction activities of any size within a larger residential development**, aka – single family homes. An approved City SWPPP must also be obtained for any new impervious surface area for any commercial, industrial, institutional or other construction project; including parking lots and commercial additions. The SWPPP approval and inspection process are designed to prevent stormwater pollution to the maximum extent possible and ensure that all Cedar Falls construction activities comply with the NPDES General Permit #2 for Industrial Activities Associated with Construction Activities. **This includes filling and grading agriculturally zoned land as the Ag exemption is only for field work (disking, planting, cultivating) and for installing NRCS designed erosion control measures such as terraces.**



Construction Site Erosion and Sediment Control Requirements

City of Cedar Falls, Iowa

A) Contractors of Construction Projects of One (1) or More Acres

1) Apply for an Iowa Department of Natural Resources (IDNR) National Pollution Discharge Elimination System (NPDES) permit.

- a) All prospective owners or operators of construction projects that will disturb one (1) or more acres of total land area must apply for coverage under the Iowa Department of Natural Resources (IDNR) NPDES General Permit #2 for "Industrial Activities Associated with Construction Activities" prior to construction.
- b) The IDNR NPDES permitting process requires the development of a Stormwater Pollution Prevention Plan (SWPPP) and the submission of a Notice of Intent (NOI).
- c) Inquire about the IDNR Stormwater program at:

Website:

<http://www.iowadnr.gov/InsideDNR/RegulatoryWater/NPDESStormWater.aspx>

Stormwater Forms downloaded at:

<http://www.iowadnr.gov/InsideDNR/RegulatoryWater/NPDESStormWater/GuidanceApplicationForms.aspx>

Phone: (515) 281-7017

2) Submit a SWPPP to the City of Cedar Falls Engineering Division for Approval

- a) During the Iowa Department of Natural Resources (IDNR) stormwater permitting process, a SWPPP must be submitted to the City of Cedar Falls Engineering Division for approval. (A SWPPP Application Form is included in this handout.)
- b) SWPPP Approval is dependent upon the following:
 1. A properly completed SWPPP application, including items in **B)2)a) 1-5** of the Construction Site Erosion and Sediment Control Requirements listed below.
 2. A signed Winter Attachment (if construction will span the winter months)
 3. Minimum 11" x 17" site plan that details all required site stormwater pollution prevention controls; Best Management Practices (BMPs).
 4. A copy of the IDNR NOI
 5. A copy of the issued IDNR General Permit #2
 6. Approved site plan and detention calculations
 7. Approved Maintenance & Repair Agreement for approved water quality and quantity treatment facilities.
- c) Construction activities may commence once the proper installation of required Best Management Practices (BMPs) have been inspected by Engineering staff and aforementioned items have been approved.



Construction Site Erosion and Sediment Control Requirements

City of Cedar Falls, Iowa

B) Contractors of Single-Family Lots in Residential Developments

1) Locate the Development's stormwater information.

- a) Contact the residential development's current owner or the individual from whom the property was purchased in order to obtain the following stormwater information:
 1. Subdivision NPDES GP #2 – Landowner must sign onto the Developer's SWPPP/NPDES permit as a general contractor as do all of the contractors that are responsible for any part of the SWPPP with the Co-Permittee form.
 2. If the developer has transferred responsibility to each landowner prior to construction, each new landowner has to apply for their own NPDES permit no matter how small the lot. The developer should have a copy of the transfer of responsibility with his SWPPP, a copy should be filed with the City and a copy should be sent to the DNR.
 3. Subdivision site grading plan
- b) For additional information on a development's stormwater compliance process, refer to "A) Contractors of Construction Projects of One (1) or More Acres.

2) Submit a SWPPP to City of Cedar Falls Engineering Division for Approval

(A SWPPP Application Form is included in this handout.)

- a) The Engineering Division requires the following documents to be submitted in order to obtain approval of the SWPPP:
 1. A properly completed SWPPP application
 2. A signed Winter Attachment (if construction will span the winter months)
 3. Site Inspection Form Template
 4. An 11 X 17 site plan that details all required site stormwater pollution prevention controls; Best Management Practices (BMPs).
 5. Documentation stating that the landowner has signed onto the development's NPDES GP#2 or that they have signed a transfer of responsibility and taken out their own NPDES permit, no matter how small the lot.
- b) Construction activities may commence once the proper installation of required Best Management Practices (BMPs) have been inspected by Engineering Division personnel and the items listed above have been approved.



Construction Site Erosion and Sediment Control Requirements

City of Cedar Falls, Iowa

C) Post Construction Stormwater Control Ordinance Requirements

- 1) When a development plan is submitted to the city that qualifies as a development or redevelopment, the procedures and requirements of [section 27-405](#) of Chapter 27, Article VI of Code of Ordinances shall be followed. Final authorization of all development and redevelopment projects shall be determined after a review by the city. Plans that must comply with [section 27-405](#) are:
 - a) Land disturbing activity exceeding 43,560 square feet in area on land previously vacant of buildings or largely free of previous land disturbing activity other than traditional agricultural activities;
 - b) Land disturbing activity creating 5,000 square feet in area or more of impervious cover;
 - c) Land disturbing activities that are smaller than the minimum square feet applicability criteria set forth in this subsection, if such activities are part of a larger common plan of development that may or may not take place at the same time;
 - d) Land disturbing activity exceeding 25,000 square feet in area where the existing land is being redeveloped

D) City of Cedar Falls Contacts

Amy Kay

E-mail: Amy.Kay@cedarfalls.com

Terra Ray

E-mail: Terra.Ray@cedarfalls.com

Randy Lorenzen, P.E.

E-mail: Randy.Lorenzen@cedarfalls.com

1. All of the above are in the **City of Cedar Falls Engineering Division** at:
220 Clay Street Phone: (319) 268-5161
Cedar Falls, IA 50613 Fax: (319) 268-5197



Stormwater Pollution Prevention Plan (SWPPP) Resource List

City of Cedar Falls, Iowa

A) Publications

Iowa Erosion Control Document - Iowa Construction Site Erosion Control (.PDF)

<http://www.ctre.iastate.edu/erosion/>

Iowa Statewide Urban Design And Specifications (SUDAS) Manual

<http://www.iowasudas.org>

B) Agencies and Associations that can offer technical assistance:

Iowa Stormwater Partnership

<http://www.iowastormwater.org/>

International Erosion Control Association

<http://www.ieca.org/>

Natural Resources Conservation Service

<http://www.nrcs.usda.gov/>

NOAA's National Weather Service Weather Forecast Office

<http://www.nws.noaa.gov/climate/index.php?wfo=dvn>

United States Geologic Service

<http://www.usgs.gov/>

C) City of Cedar Falls

<http://www.cedarfalls.com>

PUBLICATIONS:

Ordinance Sec. 20-262 & 20-263, (control / weeds & grasses)

Ordinance No. 2569, Stormwater Management Program

Ordinance No. 2570, Illicit Discharge Detention and Elimination

Ordinance No. 2595, Construction Site Erosion and Sediment Control

Ordinance No. 2718, Post Construction Runoff Control



STORMWATER POLLUTION PREVENTION PLAN (SWPPP) APPLICATION FORM (please print)

Modified 11/05/2013

City of Cedar Falls Engineering Division 220 Clay Street Cedar Falls, IA 50613 Ph. (319) 268-5161 Fax (319) 268-5197

Site Address, Lot & Subdivision: _____

Applicant: _____

Address: _____ City: _____ State: _____ Zip: _____

E-mail: _____ Day Phone: () _____ Cell Phone: () _____

Contractor: _____

Address: _____ City: _____ State: _____ Zip: _____

E-mail: _____ Day Phone: () _____ Cell Phone: () _____

Applicant's Designated Agent (24-hour contact name): _____

Address: _____ City: _____ State: _____ Zip: _____

E-mail: _____ Day phone: () _____ Cell Phone: () _____

Description of Activity: _____

Location SWPPP Documents (Must be Kept on Site): _____

INITIAL ALL OF THE FOLLOWING THAT APPLY:

A State NPDES General Permit #2 is required for this site.

The authorization number for this current permit is _____.

(If your lot is within a residential or commercial subdivision it must be permitted. Check with Developer for #)

As a contractor or subcontractor I have signed the certification statement as a co-permittee to the developer's permit and a copy shall be provided to the City as part of this application.

As owner, I have not accepted a transfer of liability.

As owner, I have accepted a transfer of liability and agreed to become the sole responsible permittee for stormwater compliance. Written evidence of this transfer will be provided to the City as part of this application. In addition:

The Stormwater Pollution Prevention Plan (SWPPP) which includes this property is the SWPPP related to this authorization number and has not been prepared separately; or

The SWPPP for this property has been prepared separately, and a current copy will be provided to the City as a part of this application. In addition, continued compliance includes and is not limited to SWPPP updates and weekly inspection logs.

A State NPDES General Permit #2 is not required for this site (see City for details)

Note: Applicant's failure to provide current, accurate information shall constitute a violation of the Ordinance.

STORMWATER POLLUTION PREVENTION PLAN (SWPPP) APPLICATION FORM (con't)

■ **By signing this document, the applicant understands:**

1. This SWPPP must be approved prior to any land disturbing activity.
2. The controls indicated on the Stormwater Pollution Prevention Plan (SWPPP) must be in place, maintained, and changes recorded.
3. Prior to any land disturbing activities, (unless required to install the controls) the site must be inspected by the enforcement official and the controls must have passed.
4. By signing, Applicant assumes all responsibility for the Stormwater Pollution Prevention Plan (SWPPP), and amendments.

■ **I have read and understand the conditions of this application and I am authorized to agree and attest to all the conditions and all their particulars.**

■ Applicant's Signature: _____ Date: _____

City Use Only:				
NPDES Permit #:	_____	<input type="checkbox"/> Permittee	<input type="checkbox"/> Co-Permittee	<input type="checkbox"/> Transfer-Permittee
Additional Requirements: _____				
City approval by: _____		Date: _____		
Approval Fee:				
1) Subdivision or other initial development	\$50.00	per gross acre for the max. acreage of soil that will be simultaneously exposed during or other initial development (to be paid before preliminary plat approval)	<input type="text"/>	x \$50.00 = <input type="text"/>
2) Subsequent development of a lot or parcel of the original tract	a. \$100.00	per single-family residential dwelling	<input type="text"/>	x \$100.00 = <input type="text"/>
	b. \$100.00	per residential dwelling for a duplex	<input type="text"/>	x \$100.00 = <input type="text"/>
	\$50.00	per residential dwelling for a multi-unit apt. complex	<input type="text"/>	x \$50.00 = <input type="text"/>
	\$50.00	per residential unit for a condominium complex	<input type="text"/>	x \$50.00 = <input type="text"/>
	c. \$10.00	Per 1,000 square foot of any impervious surface area for any commercial, industrial, institutional or other construction project; including parking lots and commercial additions	<input type="text"/>	x \$10.00 = <input type="text"/>
3) Commercial Remodels	no fee	An abbreviated application is required for commercial remodels due to the presence of possible illicit discharge materials; concrete washout, paint & drywall washout, oils, etc.		
(the application fee under category 2) above shall be paid before issuance of a building permit for the project)				

Failure to identify a SWPPP deficiency during this review of the plans does not give the permit applicant the right to violate the NPDES General Permit No. 2 or the City's storm water regulations.

Any project with on-site detention must have, at a minimum, the basin excavation completed and a meeting with the enforcement official to establish a timeline for SWPPP completion.

To final out your SWPPP permit all disturbed areas from your construction project must have established vegetation with 70% density. Call the City of Cedar Falls Engineering Department to request a final inspection. 268-5161



**STORMWATER POLLUTION PREVENTION PLAN (SWPPP)
SCHEDULING FORM - REQUIRED INFORMATION**
CITY OF CEDAR FALLS, IOWA
Project Subcontractors and Estimated Scheduling

City of Cedar Falls
Engineering Division
220 Clay Street
Cedar Falls, IA 50613
Ph. (319) 268-5161
Fax (319) 268-5197

Project Address: _____

Lot Number, Subdivision: _____

FYI: The IDNR General Permit #2 Part Iv.D.7A states, "The stormwater pollution prevention plan must clearly identify for each measure in the plan, the contractor(s) and/or subcontractor(s) that will implement the measure."

Subcontractors	Name (print)	E-mail (print)	or	Phone #
Erosion Control				
Weed/grass control				
Excavation				
Plumbing				
Foundation				
Flatwork				
Electrical				
Roofing				
Framing				
Siding				
Mechanical				
Landscape				
Dumpster				
Portable Toilet				

Sequence of Construction Activities:	SWPPP Controls*	Date (Approx.)
Excavation		
Walls		
Site Work		
Waterproofing, tile, backfilling		
Flatwork		
Framing		
Roofing		
Brick work		
Drive & Walks		
Rough-ins		
Siding		
Insulation		
Rough Sheetrock		
Finish Sheetrock		
Paint		
Interior Finish		
Landscaping		

*SWPPP controls include all items illustrated on your site map: perimeter controls, inlet protection, sanitary facilities location, stabilized entrance/exit, designate concrete washout, materials storage areas, etc.



Stormwater Pollution Prevention Plan (SWPPP) Check List

City of Cedar Falls, Iowa

Project & Activity Description	Please address all items on the checklist			
What is the nature of your project?	<input type="checkbox"/> Single-Family	<input type="checkbox"/> Multi-Family	<input type="checkbox"/> Subdivision	<input type="checkbox"/> Other
What is the site area? (in acres)	<input type="checkbox"/>			
How much of the site area will be disturbed?	<input type="checkbox"/> Total site area	<input type="checkbox"/> Other:		
What is the water path from your site to the Cedar River?	<input type="checkbox"/>			
How will you minimize tracking on site?	<input type="checkbox"/> Scrape streets with loader bucket	<input type="checkbox"/> Sweep streets weekly/before a rain	<input type="checkbox"/> Maintain rock entrance + Other	
How will you minimize dust generation on site?	<input type="checkbox"/> Seed long term stockpiles	<input type="checkbox"/> Water truck with sprayer	<input type="checkbox"/> Other	
Who will be maintaining the concrete washout?	<input type="checkbox"/>			
Who will be updating the SWPPP & inspecting the site?	<input type="checkbox"/>			
How will you establish final vegetation on your site?	<input type="checkbox"/> Hydroseed + Hydromulch		<input type="checkbox"/> Sod	<input type="checkbox"/> Seed+Mulch
Disturbed areas adjacent to your site must be replaced with vegetation. How will you do this?	<input type="checkbox"/> Hydroseed + Hydromulch		<input type="checkbox"/> Sod	<input type="checkbox"/> Seed+Mulch
Attach a signed copy of the "Winter Attachment" to the SWPPP when the project schedule spans a winter season.				
Where are you hauling excess fill?	<input type="checkbox"/>		<input type="checkbox"/> N/A	
Where are you borrowing from?	<input type="checkbox"/>		<input type="checkbox"/> N/A	
How will you minimize tracking and dust generation at off-site locations?	<input type="checkbox"/> Stabilized Entrance	<input type="checkbox"/> Stabilize Stockpiles	<input type="checkbox"/> Water truck with sprayer	<input type="checkbox"/> Other <input type="checkbox"/> N/A
Who will be maintaining an off-site erosion control?	<input type="checkbox"/> Prime Contractor	<input type="checkbox"/> Other	<input type="checkbox"/> Subcontractor	<input type="checkbox"/> N/A
Site Plan	Please illustrate all listed items on your site plan			
Direction of storm water flow (indicate with arrows)	<input type="checkbox"/>			
All storm water erosion and sedimentation controls	<input type="checkbox"/> (silt fence, mulch berms, sediment basin, inlet protection, etc.)			
A key indicating plan features	<input type="checkbox"/>			
Limits of disturbance and north arrow	<input type="checkbox"/>			
Streams or wetlands adjacent to the site	<input type="checkbox"/>			
Stabilized entrance/exit	<input type="checkbox"/>			
Porta Potty location	<input type="checkbox"/> (Facilities may not be on top of or next to storm water intakes) <input type="checkbox"/> (If sanitary facilities will be located off site please indicate so)			
Waste disposal location	<input type="checkbox"/>			
Stockpile location	<input type="checkbox"/>			
Secondary containment (if oils, gas and other chemicals will be stored on site)	<input type="checkbox"/>			
Concrete washout location	<input type="checkbox"/>			
Other Requirements				
Include a copy of your NPDES General Permit No. 2				
Installation of BMPs shall comply with SUDAS design standards http://www.iowasudas.org/design.cfm#chap7				
Inspections shall be done by qualified personnel (provided by the discharger) at least once every 7 days and within 24 hours after a 0.5" rain event				
Include and post this contact information:			City of Cedar Falls Fire Department (319) 273-8622	
Iowa Department of Natural Resources (515) 281-5918 (call if hazardous material or contamination is discovered)				



Certification Statement for Co-Permittee

NPDES Permit # _____

For RESIDENTIAL and COMMERCIAL lots with an NPDES GP #2, the following contractors must sign a statement:

- Erosion Control
- Excavation
- Concrete (foundation & flatwork)
- Framing
- Dumpster
- Porta Potty
- Inspector (if other than the applicant)

I certify under penalty of law that I understand the terms and conditions of the general National Pollutant Discharge Elimination System (NPDES) permit that authorizes the stormwater discharges associated with industrial activity from the construction site as part of this certification. Further, by my signature, I understand that I am becoming a co-permittee, along with the owner(s) and other contractors and subcontractors signing such certifications, to the Iowa Department of Natural Resources NPDES General Permit No. 2 for "Stormwater Discharge Associated with Industrial Activity for Construction Activities" at the identified site. As co-permittee, I understand that I, and my company, are legally required under the Clean Water Act and the Code of Iowa, to ensure compliance with the terms and conditions of the Stormwater Pollution Prevention Plan (SWPPP) developed under this NPDES permit and the terms of this NPDES permit.

Name and Title of Co-Permittee (print): _____

Co-Permittee Signature: _____ Date Signed: _____

Contracting Firm Name (print): _____

Contracting Firm Address (print): _____

Contracting Firm Telephone #: () _____

Contracting Firm E-mail (required): _____

Address or Legal Description of the Site (print): _____

I am responsible for this part of the SWPPP: _____

Ex. Lot 15 excavation, Lots 1-30 seeding, Rolling Ridges 5th porta potty services, Lot 2 foundation and paving

Certification Statement for Co-Permittee

I certify under penalty of law that I understand the terms and conditions of the general National Pollutant Discharge Elimination System (NPDES) permit that authorizes the stormwater discharges associated with industrial activity from the construction site as part of this certification. Further, by my signature, I understand that I am becoming a co-permittee, along with the owner(s) and other contractors and subcontractors signing such certifications, to the Iowa Department of Natural Resources NPDES General Permit No. 2 for "Stormwater Discharge Associated with Industrial Activity for Construction Activities" at the identified site. As co-permittee, I understand that I, and my company, are legally required under the Clean Water Act and the Code of Iowa, to ensure compliance with the terms and conditions of the Stormwater Pollution Prevention Plan (SWPPP) developed under this NPDES permit and the terms of this NPDES permit.

Name and Title of Co-Permittee (print): _____

Co-Permittee Signature: _____ Date Signed: _____

Contracting Firm Name (print): _____

Contracting Firm Address (print): _____

Contracting Firm Telephone #: () _____

Contracting Firm E-mail (required): _____

Address or Legal Description of the Site (print): _____

I am responsible for this part of the SWPPP: _____

Ex. Lot 15 excavation, Lots 1-30 seeding, Rolling Ridges 5th porta potty services, Lot 2 foundation and paving



Certification Statement for Co-Permittee

NPDES Permit # _____

For RESIDENTIAL and COMMERCIAL lots under 1 acre and NPDES GP #2 holders, the following contractors must sign a statement: **■Erosion Control ■Excavation ■Concrete (foundation & flatwork) ■ Framing ■Dumpster ■Porta Potty ■Inspector (if other than the applicant)**

I certify under penalty of law that I understand the terms and conditions of the general National Pollutant Discharge Elimination System (NPDES) permit that authorizes the stormwater discharges associated with industrial activity from the construction site as part of this certification. Further, by my signature, I understand that I am becoming a co-permittee, along with the owner(s) and other contractors and subcontractors signing such certifications, to the Iowa Department of Natural Resources NPDES General Permit No. 2 for "Stormwater Discharge Associated with Industrial Activity for Construction Activities" at the identified site. As co-permittee, I understand that I, and my company, are legally required under the Clean Water Act and the Code of Iowa, to ensure compliance with the terms and conditions of the Stormwater Pollution Prevention Plan (SWPPP) developed under this NPDES permit and the terms of this NPDES permit.

Name and Title of Co-Permittee (print): _____

Co-Permittee Signature: _____ Date Signed: _____

Contracting Firm Name (print): _____

Contracting Firm Address (print): _____

Contracting Firm Telephone #:() _____

Contracting Firm E-mail (required): _____

Address or Legal Description of the Site (print): _____

I am responsible for this part of the SWPPP: _____

Ex. Lot 15 excavation, Lots 1-30 seeding, Rolling Ridges 5th porta potty services, Lot 2 foundation and paving

Certification Statement for Co-Permittee

I certify under penalty of law that I understand the terms and conditions of the general National Pollutant Discharge Elimination System (NPDES) permit that authorizes the stormwater discharges associated with industrial activity from the construction site as part of this certification. Further, by my signature, I understand that I am becoming a co-permittee, along with the owner(s) and other contractors and subcontractors signing such certifications, to the Iowa Department of Natural Resources NPDES General Permit No. 2 for "Stormwater Discharge Associated with Industrial Activity for Construction Activities" at the identified site. As co-permittee, I understand that I, and my company, are legally required under the Clean Water Act and the Code of Iowa, to ensure compliance with the terms and conditions of the Stormwater Pollution Prevention Plan (SWPPP) developed under this NPDES permit and the terms of this NPDES permit.

Name and Title of Co-Permittee (print): _____

Co-Permittee Signature: _____ Date Signed: _____

Contracting Firm Name (print): _____

Contracting Firm Address (print): _____

Contracting Firm Telephone #:() _____

Contracting Firm E-mail (required): _____

Address or Legal Description of the Site (print): _____

I am responsible for this part of the SWPPP: _____

Ex. Lot 15 excavation, Lots 1-30 seeding, Rolling Ridges 5th porta potty services, Lot 2 foundation and paving



Stormwater Pollution Prevention Plan (SWPPP) Site Inspection Sheet

City of Cedar Falls, Iowa

Note: Regular, timely inspections are CRITICAL. Conduct inspections weekly and after every rainfall event of one-half (1/2) inch or more. If it is determined that deficiencies exist, they are to be addressed as soon as practical. All changes to the SWPPP must be recorded on site documentation.

Site Location: _____

- routine weekly inspection
 precipitation event inspection

Signature: _____

Inspected by (print name, qualifications and title): _____ Date: _____

General Contractor: _____ Time (or time since end of rain if applicable): ____ / ____ hours

	Date	Yes/No	Note any problems identified/action taken
➤ Objective: Keep the soil in place			
Are all erosion prevention practices in place and functioning? (mulch, seeding, blankets, etc)			
Are all exposed soils protected from erosion through acceptable soil stabilization practices?			
Is the site seeded and mulched or blanketed? (Include seeding dates & estimated percentage of cover established)			
Are all erosion control devices in place and functioning according to the stormwater pollution prevention plan?			
➤ Objective: Keep any sediment on site			
Are sediment traps, barriers and basins clean and functioning properly?			
Is sediment prevention in place at the site perimeter and around storm drain inlets?			
Are all discharge points free of any noticeable pollutants?			
Are all sediment, mud and debris being kept from public roads? Ensure that there are adequate provisions to prevent mud tracking off site. Ensure that there is a stable, rockered entrance to and from the site.			
Is on-site traffic properly routed with parking and storage restricted to designated areas?			
➤ Objective: Note any other concerns			
Note weather conditions (Are dust control measures appropriately implemented?)			
Are materials, supplies, chemicals, portable toilets, fuel tanks paints, solvents and trash in approved areas and protected from erosion and spills?			
Are designated concrete wash-out and storage & maintenance areas for material handling equipment, clean and free of spills and leaks?			
Note any Best Management Practices (BMPs that have failed and corrective actions taken.)			

SWPPP Contractor Designee _____ Date _____

NOTICE TO OWNERS AND GENERAL CONTRACTORS

All new building projects must obtain an excavation permit for their sump pump tap and call for an inspection *prior* to backfilling

All new building projects must also obtain a sidewalk permit and call for an inspection prior to placing the concrete and call for a final inspection when complete.

Monument mailboxes are not allowed to be constructed within the public right of way.

Roof drains and downspouts are not to be connected to the sub-drain behind the curb. Sump pumps and footing drains that move ground water are allowed to be connected.



Design Standards/Special Conditions for Stormwater Pollution Prevention

City of Cedar Falls, Iowa

As required by the City of Cedar Falls National Pollution Discharge Elimination System (NPDES) General MS4 Permit # 07-09-0-03 and Ordinance # 2569, #2570, and #2595, the following requirements serve to the maximum extent possible (MEP) to prevent the pollution of surface water runoff from construction projects by keeping pollution out of the storm sewer inlets, by reducing the exposure and discharge of materials and wastes to stormwater, and by reducing erosion and sedimentation.

FYI: The US EPA reports that sediment runoff rates from construction sites are typically 10 to 20 times greater than that of agricultural lands and 1,000 to 2,000 times greater than those of forest lands. ¹

Applicant, Contractor and Owner shall comply with the following requirements:

A) Stormwater Pollution Prevention Plan (SWPPP)

- 1) SWPPP documents must be available for all regulatory inspections. An up-to-date copy of the applicable SWPPP shall be kept at all individual sites. If a Development SWPPP will be utilized by a Co-permittee² or Transfer-permittee³ a copy of the original SWPPP must be kept on site or at a readily accessible location.
- 2) Relevant on-site documents shall at a minimum include an updated SWPPP site plan and the weekly/storm inspection forms.
- 3) Unless otherwise specified, the SWPPP documents must be kept for three (3) years by the permittee.

B) Scheduling

- 1) Land shall not be disturbed until it is necessary for construction to begin (i.e., the start date specified on the SWPPP application). The Applicant's Agent shall implement site SWPPP controls for the initial erosion and sediment site controls as indicated per the application prior to the start of any construction activity.
- 2) The Contractor must continue to incorporate erosion and sediment control items in the construction schedule, at a minimum (additional or alternate control items may become warranted later on a case by case basis).
- 3) Seasonal weather changes shall be considered when outlining the intended sequence of construction activities.

C) Training and Awareness:

- 1) Contractor shall train all Employees and Subcontractors on the stormwater pollution prevention requirements contained in these specifications and those contained in any other pertinent regulatory requirements (i.e. City of Cedar Falls Construction Site and Sediment Control Ordinance and the Stormwater Pollution Prevention Plan (SWPPP)).

¹ NPDES Phase II Stormwater Fact Sheet 2.6 USEPA, January 2006

² Per the IDNR General Permit #2 Part II Section F, "Transfer of Coverage Under This Permit" (2012-2017), a Co-permittee is a party who has taken ownership of a property or a portion thereof covered under a current NPDES permit, and has assumed dual responsibility of all applicable stormwater regulatory compliance with the original NPDES permittee. The original SWPPP reflects the change(s)

³ A transfer-permittee has not only taken ownership of a property or portion thereof currently covered under a current NPDES permit, but has also taken sole responsibility in writing for the compliance with all applicable stormwater regulations. The official notice of transfer of responsibility has been submitted to the Iowa Department of Natural Resources (IDNR) and the original SWPPP reflects the change(s)



Design Standards/Special Conditions for Stormwater Pollution Prevention

City of Cedar Falls, Iowa

D) Monitoring

- 1) Contact the City of Cedar Falls, Engineering Division, by phone: (319) 273-5161 for SWPPP site changes, monitoring form specifications, and/or examples of site Best Management Practices (BMP's). SWPPP changes must be reported within 24 hours of the change.
- 2) Inspections –
 - a. Applicant's Designated Agent shall monitor the effectiveness of the Best Management Practices (BMP's) used on site every seven (7) days (on maximum).
 - c. All inspections shall be documented and verify the status and effectiveness of all SWPPP controls.

Activity Specific Requirements:

A) Erosion and Sediment Controls

- 1) Properly install upstream diversions, down-slope, side-slope, and perimeter controls before grading or excavating begins.
 - a. Upstream diversions redirect surface water away from areas where topsoil will be removed during construction.
 - b. Down-slope, side-slope, and perimeter controls prevent soil laden stormwater from leaving the site prior to the removal of sediment. Perimeter controls shall not be removed until upstream or upslope areas are stabilized with permanent vegetation.
 - c. If infiltration methods are used to contain surface water, they will be installed after the upstream areas of the site are stabilized. For example, if a detention basin is going to capture stormwater then ground cover needs to be established up-slope of the basin. The Applicant's Agent may use a planned "dry" detention basin as a sediment trap provided the diameter of the outlet pipe is such that a hickenbottom riser wrapped in silt fence can be attached as a trap, provided the City Engineer has pre-approved it as a Best Management Practice (BMP) and sedimentation is timely cleaned.
- 2) All disturbed areas shall be properly covered, stabilized, and/or protected.
 - a. To the maximum extent possible, cover stockpiled soil to prevent runoff.
 - b. All stockpiled soil and bare ground must be seeded between fifteen (15) and twenty-one (21) days after the end of land disturbing activity. (Stockpile Protection)
 - c. Divert surface water away from disturbed areas using earth dikes, brush barriers, straw bales, and drainage swales.
 - d. Protecting land areas from concentrated flows that can erode vegetated areas using gabions, reinforced soil retaining systems, and rock outlets.



Design Standards/Special Conditions for Stormwater Pollution Prevention

City of Cedar Falls, Iowa

- 3) Practices to minimize the removal of sediment from the site during general construction activities and subsequent illicit discharges to local MS4's and surface water include:
 - a. Fiber rolls and/or silt fence – Contractor shall install fiber or silt fence at the perimeter of the site before all construction activity to control rainwater run-on to the site and run-off from the site.
 - b. Stabilized Construction Entrance/Exit-
 - a. Minimize off-site tracking of sediment using a rocked entrance/exit or tire wash and identifying limited parking areas to keep vehicles off bare soil.
 - b. Install a stabilized entrance/exit to minimize the tracking of mud and dirt onto adjacent streets by construction vehicles. Length and width to be as large as practically possible. Depth of stabilized entrance shall be at least six (6) inches using no less than a two (2) inch un-graded material.
 - c. Storm Drain Inlet Protection/Filters – Contractor shall install temporary storm drain inlet protection or filters to improve the quality of water being discharged to the inlets or catch basins or prevent sediment from migrating into the Storm Sewer (MS4) system. On existing intakes, protection utilized shall extend beyond each end of the opening by two (2) feet. The installation shall be substantial enough to remain in place throughout storm events. Filters shall be maintained and cleaned.
 - d. Use a street cleaner or skid loader with a flat blade to remove large amounts of sediment from street surfaces immediately after tracking or runoff is identified. Contractor shall sweep area adjacent to site at the end of each work day to ensure all material is removed. No material shall be swept into intakes.

Concrete, Grout, and Mortar Waste Management

A) Material Management

All Contractors shall store concrete, grout, and mortar away from drainage areas and ensure that these materials do not enter the Storm Sewer (MS4) system; cover and protect from rainfall and to prevent run-off.

B) Concrete Truck/Equipment wash out

- 1) Contractor(s) shall not wash out concrete trucks or equipment into street dead ends, right-of-ways, gutters, storm sewer inlets, waterways, creeks or any location where the materials could reach the storm sewer (MS4) system. Rocked cul-de-sacs are not approved wash out areas. All deposited materials shall be removed and properly disposed of at the completion of work.
- 2) Wash out concrete trucks and/or equipment only in a designated, confined washout area where the water will flow into a temporary pit in a dirt area or onto stockpiles of aggregate base or sand. This area must be an identified location.
- 3) Collect and return sweepings from exposed aggregate concrete to a stockpile or dispose of the waste in a trash container.



Design Standards/Special Conditions for Stormwater Pollution Prevention

City of Cedar Falls, Iowa

- C) Dewatering Operations & Sediment Control
(The removal of collected non-stormwater from a work site)
- 1) Contractor(s) shall route water through a control measure such as a sediment trap, sediment basin or filter bag to remove settle-able solids prior to discharge directly to a storm sewer inlet or an upstream gutter. Direct discharge to streets, gutters, storm sewer inlets, waterway, creeks or any route leading to these items is prohibited.
 - 2) Discharge to a landscaped area must gain the pre-approval of the City Engineer after a work site review on a case by case basis.
 - 3) Water must be withdrawn from the surface when discharging from basins.
- D) Painting
- 1) Painting Cleanup - Contractor shall conduct cleaning of painting equipment and tools in a designated area that will not allow run-on of stormwater or runoff of spills. Contractor shall not allow wash water from cleaning of painting equipment and tools into streets, gutters, storm inlets, waterways or creeks.
 - 2) Oil based paint - Contractor shall dispose of waste thinner, solvent, and sludge from cleaning of equipment and tools as hazardous waste.
 - 3) Waste Management –
 - a. Contractor(s) shall store paint, solvents, chemicals, and waste materials in compliance with the requirements of the Applicant's Agent and all applicable Federal, State, and County regulations. Contractor shall store these materials in a designated area that will not allow run-on of stormwater or run-off of spills.
 - b. Contractor(s) shall dispose of dry empty paint can/buckets, old brushes, rollers, rags, and drop clothes in a trash receptacle appropriate for the material by law.

General Requirements

- A) Paving Operations and Saw Cutting Activities
- 1) Project Site Management - Cover or capture sediment at all catch basins using control measures such as filter fabric, straw wattles, sand bags, and fine gravel dams, as necessary to keep paving material or cutting slurry out of the storm drain system. When protecting a catch basin, ensure the entire opening is covered.
 - 2) Waste Management - Contractor(s) shall not sweep or wash down excess materials or wash down new surfaces into gutters, storm sewer inlets, waterways or creeks.
- B) Non-hazardous Material/Waste Management
- 1) Designated Area - Propose designated areas of the project site, for pre-approval by the City Engineer, which are suitable for material delivery, storage, and waste collection that, to the maximum extent practical, are near construction entrances and away from storm sewer inlets, gutters, drainage courses, and creeks.
 - 2) Granular Material - (i.e. any excavated or imported earth, sand, aggregate base, etc.)
 - a. Contractor(s) shall store granular material at least ten (10) feet away from storm sewer inlets or curb returns. All materials shall be kept clear of gutters, swales, and drainage channels. No stockpiling of any materials is allowed in the street.



Design Standards/Special Conditions for Stormwater Pollution Prevention

City of Cedar Falls, Iowa

- b. When rain is in the forecast for the upcoming twenty-four (24) hour period and stored granular material is a potential point source for an illicit discharge, the stored material must be covered with tarpaulin or plastic sheeting and surrounded with sandbags to prevent sediment migration.
- c. Street Sweeping - At the end of each working day or as directed by the City Engineer, Contractors shall clean and sweep public roadways and public right-of-way sidewalks of all materials attributed to site work. All materials encountered shall be completely removed and swept up. Sweeping into intakes is not allowed. Contractor shall not use water to flush down the street(s) or sidewalk(s).
- d. Disposal –
 1. At the end of each working day, Contractor(s) shall collect all scrap, debris, and waste materials and dispose of such material properly.
 2. Inspect all utilized dumpsters for leaks. If material is leaking from any dumpster, the dumpster shall be replaced/repared to prevent further discharges. Dumpster waste may not be discharged on-site.
 3. Contractor(s) shall arrange for regular waste collection before any dumpster overflows.

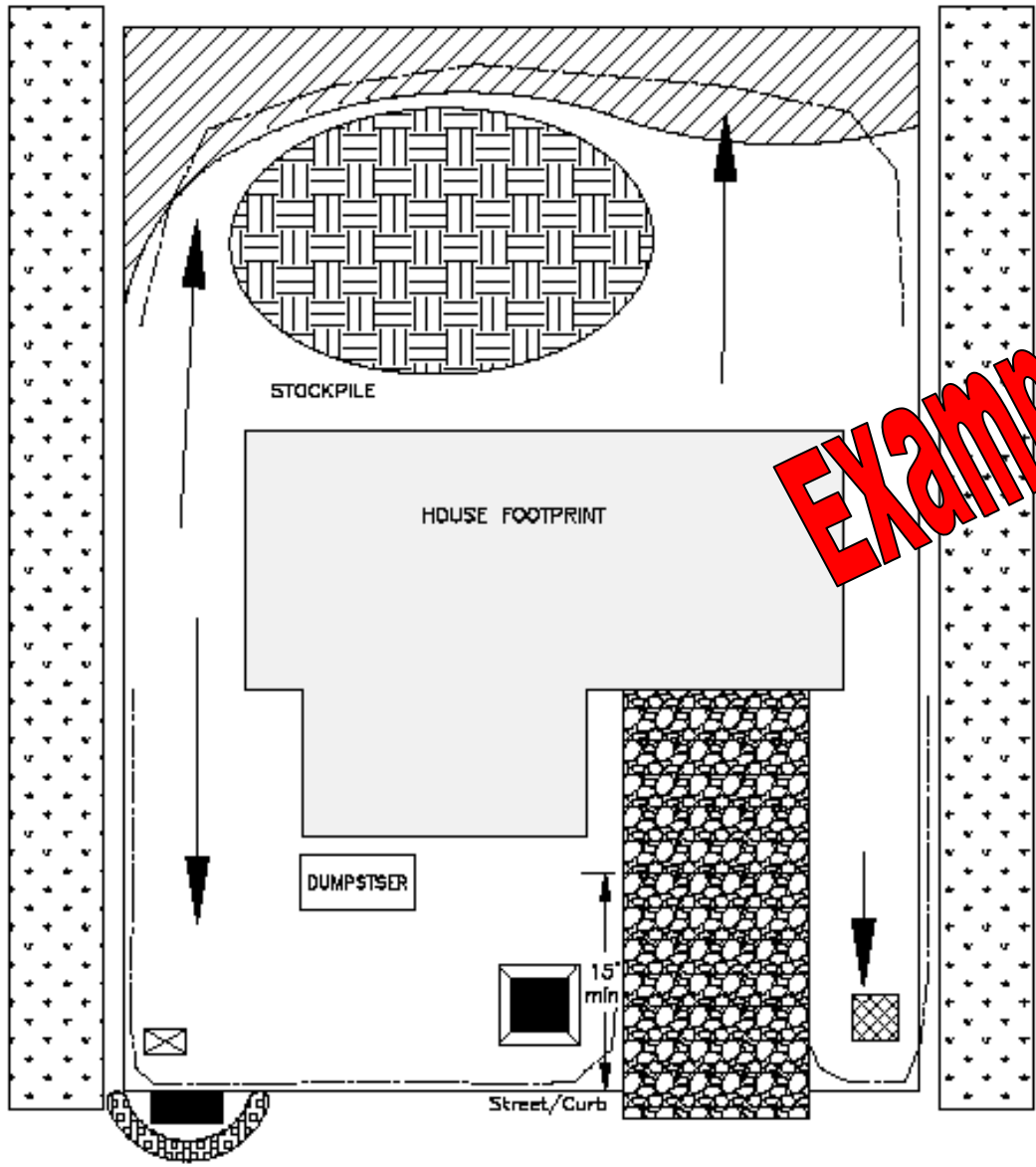
C) Hazardous Material/Waste Management

- 1) Storage - Contractor(s) shall store all hazardous materials such as pesticides, paints, thinners, solvents, fuels, waste oil, anti-freeze, and all hazardous wastes in accordance with City Ordinances and all applicable Federal, State, and County regulations.
- 2) Usage –
 - a. When rain is in the forecast for the upcoming twenty-four (24) hour period or during wet weather, the City may prohibit the application of chemicals to outside areas.
 - b. Contractor(s) shall, to extent possible, refrain from over-application of pesticides and/or fertilizers and shall follow material manufacturer's instructions regarding safety, uses, handling, and application(s).
- 3) Disposal and Spill Control –
 - a. All hazardous material(s) must be disposed of properly. For assistance in proper chemical handling and disposal contact Black Hawk County Solid Waste Management at (319) 234-8115.
 - b. For assistance and/or spill control of hazardous material spills (I.e. gasoline, antifreeze, etc.) contact Cedar Falls Fire Department at (319) 273-8622. For emergency assistance call 911.

D) Vehicle/Equipment Maintenance and Fueling

- 1) Contractor(s) shall perform maintenance and fueling of vehicles and/or equipment in a bermed area or over a drip pan that will not allow runoff of stormwater or runoff spill.
- 2) Contractor(s) shall clean up all leaks and spills of vehicle and/or equipment fluids immediately and dispose of all waste and all clean-up materials as hazardous waste.

City of Cedar Falls
 Typical Residential
 CSR/SWPPP Site Plan



EXAMPLE

KEY		Direction of Surface Flow
		Vegetated Area (270% density - final stabilization)
		Silt Fence (Perimeter Control)
		Stormwater Inlet
		Stormwater Inlet Protection
		Concrete Washout
		Stabilized Entrance/Exit (Rocked)
		Portable Restroom
	Undisturbed vegetation	



**STORMWATER POLLUTION PREVENTION PLAN (SWPPP)
APPLICATION FORM**
(please print)

City of Cedar Falls
Engineering Division
220 Clay Street
Cedar Falls, IA 50613
Ph. (319) 273-8606
Fax (319) 268-5197

- Site Address AND Lot & Subdivision: 1602 Wayout Drive
Lot 21, Maple Woods Third Addition

- Applicant: John Doe
Address: 1709 Main Street City: Cedar Falls State: IA Zip: 50613
E-mail: JohnDoe@CFU.net Day Phone: (319) 273-XXXX Cell Phone: (319) 555-XXXX

- Contractor: Cedar Construction
Address: XXXX Some Street City: Cedar Falls State: IA Zip: 50613
E-mail: CConstruction@cfu.net Day Phone: 319 273-XXXX Cell Phone: (319) 555-XXXX

- Applicant's Designated Agent (24-hour contact name): John Doe
Address: same as above City: _____ State: _____ Zip: _____
E-mail: SAA Day phone: _____ Cell Phone: _____

- Description of Activity: New Single Home Construction

- Location SWPPP Documents (Must be Kept on Site): Mailbox on site

EXAMPLE

IDENTIFY (WITH YOUR INITIALS) ALL OF THE FOLLOWING THAT APPLY:

- A State NPDES General Permit #2 is required for this site. XXXXX - XXXXX
- JD The authorization number for this current permit is _____
(If your lot is within a residential or commercial subdivision it must be permitted. Check with Developer for #)

- JD As a contractor or subcontractor I have signed the certification statement as a co-permittee to the developer's permit and a copy shall be provided to the City as part of this application.
- As owner, I have **not accepted** a transfer of liability.
- As owner, I **have accepted** a transfer of liability and agreed to become the sole responsible permittee for stormwater compliance. Written evidence of this transfer will be provided to the City as part of this application. **In addition:**

- The Stormwater Pollution Prevention Plan (SWPPP) which includes this property is the SWPPP related to this authorization number and **has not been prepared separately; or**
- The SWPPP for this property **has been prepared separately**, and a current copy will be provided to the City as a part of this application. In addition, continued compliance includes and is not limited to SWPPP updates and weekly inspection logs.

- A State NPDES General Permit #2 is not required for this site (see City for details)

Note: Applicant's failure to provide current, accurate information shall constitute a violation of the Ordinance.

STORMWATER POLLUTION PREVENTION PLAN (SWPPP) APPLICATION FORM (con't)

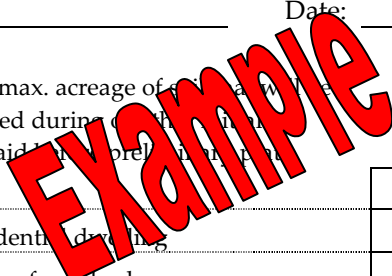
■ **By signing this document, the applicant understands:**

1. This SWPPP must be approved prior to any land disturbing activity.
2. The controls indicated on the Stormwater Pollution Prevention Plan (SWPPP) must be in place, maintained, and changes recorded.
3. Prior to any land disturbing activities, (unless required to install the controls) the site must be inspected by the enforcement official and the controls must have passed.
4. By signing, Applicant assumes all responsibility for the Stormwater Pollution Prevention Plan (SWPPP), and amendments.

■ **I have read and understand the conditions of this application and I am authorized to agree and attest to all the conditions and all their particulars.**

■ Applicant's Signature: John Doe Date: 05/04/2013

City Use Only:				
NPDES Permit #:	_____	<input type="checkbox"/> Permittee	<input type="checkbox"/> Co-Permittee	<input type="checkbox"/> Transfer-Permittee
Additional Requirements: _____				
City approval by: _____		Date: _____		
Approval Fee:				
1) Subdivision or other initial development	\$50.00	per gross acre for the max. acreage of _____ simultaneously exposed during _____ development (to be paid before _____ approval)		
2) Subsequent development of a lot or parcel of the original tract	a. \$100.00	per single-family residential dwelling		x \$50.00 =
	b. \$100.00	per residential dwelling for a duplex		x \$100.00 =
	\$50.00	per residential dwelling for a multi-unit apt. complex		x \$50.00 =
	\$50.00	per residential unit for a condominium complex		x \$50.00 =
	c. \$10.00	per square foot of any new impervious surface area for any commercial, industrial, institutional or other construction project; including parking lots and commercial additions		x \$10.00 =
3) Commercial Remodels	no fee	An abbreviated application is required for commercial remodels due to the presence of possible illicit discharge materials; concrete washout, paint & drywall washout, oils, etc.		
(the application fee under category 2) above shall be paid before issuance of a building permit for the project)				



Failure to identify a SWPPP deficiency during this review of the plans does not give the permit applicant the right to violate the NPDES General Permit No. 2 or the City's storm water regulations.

Any project with on-site detention must have, at a minimum, the basin excavation completed and a meeting with the enforcement official to establish a timeline for SWPPP completion.

To final out your SWPPP permit all disturbed areas from your construction project must have established vegetation with 70% density.

Call the City of Cedar Falls Engineering Department to request a final inspection. 268-5161



**STORMWATER POLLUTION PREVENTION PLAN (SWPPP)
SCHEDULING FORM - REQUIRED INFORMATION**
CITY OF CEDAR FALLS, IOWA
Project Subcontractors and Estimated Scheduling

City of Cedar Falls
Engineering Division
220 Clay Street
Cedar Falls, IA 50613
Ph. (319) 268-5161
Fax (319) 268-5197

Project Address: 1602 Wayout Drive

Lot Number, Subdivision: Lot 21, Maple Wood Third Addition

FYI: The IDNR General Permit #2 Part Iv.D.7A states, "The stormwater pollution prevention plan must clearly identify for each measure in the plan, the contractor(s) and/or subcontractor(s) that will implement the measure."

Subcontractors	Name (print)	E-mail	or	Phone #
Weed/grass control	<i>Shrubs - R - Us</i>			<i>xxx - xxxx</i>
Excavation	<i>Dirt Movers</i>			<i>xxx - xxxx</i>
Plumbing	<i>Pipe Fitters</i>			<i>xxx - xxxx</i>
Foundation	<i>Sure Structures</i>	surestructures@abc.com		
Flatwork	<i>Bob's Concrete</i>			<i>xxx - xxxx</i>
Electrical	<i>Sam Shock</i>			<i>xxx - xxxx</i>
Framing	<i>Joe's Framing</i>	joe@cfu.net		
Siding	<i>Super Siding</i>	super@cfg.com		
Mechanical	<i>Mike's Mechanical</i>			<i>xxx - xxxx</i>
Landscape	<i>Shrubs - R - Us</i>	shrubs@CFU.net		
Misc.				
Misc.				

EXAMPLE

Sequence of Construction Activities:	SWPPP Controls*	Date (Approx.)
Excavation	<i>Perimeter silt fence, rock drive</i>	<i>5/28/13</i>
Walls	↓ <i>Concrete washout</i>	<i>6/15/13</i>
Site Work	↓ <i>Intake protection</i>	<i>6/15/13</i>
Waterproofing, tile, backfilling	↓ <i>maintain throughout project</i>	↓
Flatwork	↓	↓
Framing	↓	↓
Roofing	↓	↓
Brick work	↓	↓
Drive & Walks	↓	↓
Rough-ins	↓	↓
Siding	↓	↓
Insulation	↓	↓
Rough Sheetrock	↓	↓
Finish Sheetrock	↓	↓
Paint	↓	↓
Interior Finish	↓	↓
Landscaping	<i>Sod front, seed back and side yard</i>	<i>9/02/13</i>

*SWPPP controls include the installation of perimeter controls, inlet protection, sanitary facilities location, stabilized entrance/exit, designate concrete washout, materials storage areas, etc.



Stormwater Pollution Prevention Plan (SWPPP) Check List
 City of Cedar Falls, Iowa

Project & Activity Description	Please address all items on the checklist			
What is the nature of your project?	<input checked="" type="checkbox"/> Single-Family	<input type="checkbox"/> Multi-Family	<input type="checkbox"/> Subdivision	<input type="checkbox"/> Other
What is the site area? (in acres)	<input checked="" type="checkbox"/>			
How much of the site area will be disturbed?	<input type="checkbox"/> Total site area	<input checked="" type="checkbox"/> Other: 75%		
What is the water path from your site to the Cedar River?	<input checked="" type="checkbox"/> Unnamed waterway to the Southwest Branch of Dry Run Creek to			
Black Hawk Creek to the Cedar River				
How will you minimize tracking on site?	<input checked="" type="checkbox"/> Scrape streets with loader bucket	<input type="checkbox"/> Sweep streets weekly/before a rain	<input checked="" type="checkbox"/> Maintain rock entrance + Other	
How will you minimize dust generation on site?	<input checked="" type="checkbox"/> Seed long term stockpiles	<input type="checkbox"/> Water truck with sprayer	<input type="checkbox"/> Other	
Who will be maintaining the concrete washout?	<input checked="" type="checkbox"/> Concrete Connection Inc.			
Who will be updating the SWPPP & inspecting the site?	<input checked="" type="checkbox"/> Prime contractor			
How will you establish final vegetation on your site?	<input type="checkbox"/> Hydroseed + Hydromulch		<input type="checkbox"/> Sod	<input checked="" type="checkbox"/> Seed+Mulch
Disturbed areas adjacent to your site must be replaced with vegetation. How will you do this?	<input type="checkbox"/> Hydroseed + Hydromulch		<input type="checkbox"/> Sod	<input checked="" type="checkbox"/> Seed+Mulch
Attach a signed copy of the "Winter Attachment" to the SWPPP when the project schedule spans a winter season.				
Where are you hauling excess fill?	<input type="checkbox"/> On High and Low Streets			<input type="checkbox"/> N/A
Where are you borrowing from?	<input checked="" type="checkbox"/> N/A			
How will you minimize tracking and dust generation at off-site locations?	<input type="checkbox"/> Stabilize Stockpiles	<input type="checkbox"/> Water truck with sprayer	<input type="checkbox"/> Other	<input type="checkbox"/> N/A
Who will be maintaining an off-site erosion control?	<input checked="" type="checkbox"/> Prime Contractor	<input type="checkbox"/> Other	<input type="checkbox"/> Subcontractor	<input type="checkbox"/> N/A
Site Plan	Please illustrate all listed items on your site plan			
Direction of storm water flow (indicate with arrows)	<input checked="" type="checkbox"/>			
All storm water erosion and sedimentation controls	<input checked="" type="checkbox"/> (silt fence, mulch berms, sediment basin, inlet protection, etc.)			
A key indicating plan features	<input checked="" type="checkbox"/> written out			
Limits of disturbance and north arrow	<input checked="" type="checkbox"/>			
Streams or wetlands adjacent to the site	<input checked="" type="checkbox"/> n/a			
Stabilized entrance/exit	<input checked="" type="checkbox"/>			
Porta Potty location	<input checked="" type="checkbox"/> (Facilities may not be on top of or next to storm water intakes) <input checked="" type="checkbox"/> (If sanitary facilities will be located off site please indicate so)			
Waste disposal location	<input checked="" type="checkbox"/>			
Stockpile location	<input checked="" type="checkbox"/>			
Secondary containment (if oils, gas and other chemicals will be stored on site)	<input checked="" type="checkbox"/>			
Concrete washout location	<input checked="" type="checkbox"/>			
Other Requirements				
Include a copy of your NPDES General Permit No. 2	<input type="checkbox"/> ONLY Applicable for sites over 1 acre			
Installation of BMPs shall comply with SUDAS design standards http://www.iowasudas.org/design.cfm#chap7				
Inspections shall be done by qualified personnel (provided by the discharger) at least once every 7 days and within 24 hours after a 0.5" rain event				
Include and post this contact information:	City of Cedar Falls Fire Department (319) 273-8622			
Iowa Department of Natural Resources (515) 281-5918 (call if hazardous material or contamination is discovered)				



Certification Statement for Co-Permittee

NPDES Permit # _____

For RESIDENTIAL and COMMERCIAL lots under 1 acre and NPDES GP #2 holders, the following contractors must sign a statement: **■Erosion Control ■Excavation ■Concrete (foundation & flatwork) ■ Framing ■Dumpster ■Porta Potty ■Inspector (if other than the applicant)**

I certify under penalty of law that I understand the terms and conditions of the general National Pollutant Discharge Elimination System (NPDES) permit that authorizes the stormwater discharges associated with industrial activity from the construction site as part of this certification. Further, by my signature, I understand that I am becoming a co-permittee, along with the owner(s) and other contractors and subcontractors signing such certifications, to the Iowa Department of Natural Resources NPDES General Permit No. 2 for "Stormwater Discharge Associated with Industrial Activity for Construction Activities" at the identified site. As co-permittee, I understand that I, and my company, are legally required under the Clean Water Act and the Code of Iowa, to ensure compliance with the terms and conditions of the Stormwater Pollution Prevention Plan (SWPPP) developed under this NPDES permit and the terms of this NPDES permit.

Name and Title of Co-Permittee (print): _____

Co-Permittee Signature: _____ Date Signed: _____

Contracting Firm Name (print): _____

Contracting Firm Address (print): _____

Contracting Firm Telephone #: () _____

Contracting Firm E-mail (required): _____

Address or Legal Description of the Site (print): _____

I am responsible for this part of the SWPPP: _____

Ex. Lot 15 excavation, Lots 1-30 seeding, Rolling Ridges 5th porta potty services, Lot 2 foundation and paving



Certification Statement for Co-Permittee

I certify under penalty of law that I understand the terms and conditions of the general National Pollutant Discharge Elimination System (NPDES) permit that authorizes the stormwater discharges associated with industrial activity from the construction site as part of this certification. Further, by my signature, I understand that I am becoming a co-permittee, along with the owner(s) and other contractors and subcontractors signing such certifications, to the Iowa Department of Natural Resources NPDES General Permit No. 2 for "Stormwater Discharge Associated with Industrial Activity for Construction Activities" at the identified site. As co-permittee, I understand that I, and my company, are legally required under the Clean Water Act and the Code of Iowa, to ensure compliance with the terms and conditions of the Stormwater Pollution Prevention Plan (SWPPP) developed under this NPDES permit and the terms of this NPDES permit.

Name and Title of Co-Permittee (print): _____

Co-Permittee Signature: _____ Date Signed: _____

Contracting Firm Name (print): _____

Contracting Firm Address (print): _____

Contracting Firm Telephone #: () _____

Contracting Firm E-mail (required): _____

Address or Legal Description of the Site (print): _____

I am responsible for this part of the SWPPP: _____

Ex. Lot 15 excavation, Lots 1-30 seeding, Rolling Ridges 5th porta potty services, Lot 2 foundation and paving

Requirements for a Successful SWPPP Program at Each Site

Once all required SWPPP documents and the site plan have been approved, the General Contractor or project's stormwater supervisor (designated 24-hour contact) must prepare for stormwater pollution prevention prior to any land disturbing activity at the construction site. All predetermined site controls must be installed and all required SWPPP documents must be prepared and stored in the predetermined site location prior to the required initial inspection.

Stormwater Pollution Prevention Plans required documents:

1. Approved SWPPP
2. Copy of the Signed Certification Statements
3. Copy of Subcontractor List and Estimated Scheduling
4. Contact information for Regulatory agencies; City of Cedar Falls Inspectors, IDNR contacts, etc.
5. Site Plan that details Stormwater BMPs
6. A copy of the NPDES General Permit #2
7. Weekly Inspection sheets:
An estimated number of copies of blank inspection forms should be included in the SWPPP/CSR folder to facilitate easy reporting during construction; i.e. for an estimated 6-month construction project, there should be approximately 25 inspection forms prepared for weekly inspections prior to project start-up.

SWPPP initial inspections must take place prior to construction activities commencing. Building permits will not be issued until the initial SWPPP inspection is successful. Call the City of Cedar Falls Engineering Division staff to arrange initial SWPPP inspection:

Amy Kay
(319) 268-5161

Terra Ray
(319) 268-5161

During construction, City Inspectors will continue to visit each individual site in order to ensure ongoing compliance. Inspection comments, complaints and any required notices of violation will be made within 24-hours of inspections/investigations. Phone calls and e-mail correspondence will be critical tools in communicating stormwater pollution concerns and stormwater compliance directives. Therefore, alerting City staff to changes in contact information is critical for the SWPPP program's ongoing success.

At the conclusion of all construction activities and site stabilization, the project's stormwater supervisor must contact City staff in order to request a final inspection. Contact numbers are listed above. Site plan finals and certificate of occupancy issuance shall be contingent upon the SWPPPs closure status, depending on the nature of activity. Temporary controls must be removed, all disturbed soil must be permanently stabilized (landscaped) and all local stormwater drainage systems cleaned out prior to SWPPP closure.