



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

Modified 07/21/2016

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: \_\_\_\_\_

<b>City Use Only:</b>			
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 two-family residential dwelling	<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 townhouse 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; <b>including parking lots and commercial additions</b>	<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. 319-268-5161**



**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

<b>Project &amp; Activity Description</b>	<b>Please address all items on the checklist</b>			
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
<b>Site Plan</b>	<b>Please illustrate all listed items on your site plan</b>			
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"/>			
<b>Other Requirements</b>				
Include a copy of your NPDES General Permit No. 2				
Installation of BMPs shall comply with SUDAS design standards <a href="http://www.iowasudas.org/design.cfm#chap7">http://www.iowasudas.org/design.cfm#chap7</a>				
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) ■ Any subcontractor that could impact storm water

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: \_\_\_\_\_

Co-Permittee Firm Name (print): \_\_\_\_\_

Co-Permittee Firm Address (print): \_\_\_\_\_

Co-Permittee Firm Telephone #: ( ) \_\_\_\_\_

Co-Permittee Firm E-mail (required): \_\_\_\_\_

Address or Legal Description of the Site (print): \_\_\_\_\_

**I am involved with this part of the project:** \_\_\_\_\_

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

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# 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
<b>➤ Objective: Keep the soil in place</b>			
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?			
<b>➤ Objective: Keep any sediment on site</b>			
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, rocked entrance to and from the site.			
Is on-site traffic properly routed with parking and storage restricted to designated areas?			
<b>➤ Objective: Note any other concerns</b>			
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 \_\_\_\_\_