

By using this SWPPP application form I acknowledge that I have access to the SWPPP Informational Handout with supporting documents to develop a complete SWPPP application, and I will read them.

You can access this handout at <http://www.cedarfalls.com/DocumentCenter/View/3061/Storm-Water-Pollution-Prevention-Plan-SWPPP-Application?bidId=> .

You can also access the complete handout by visiting the City of Cedar Falls Stormwater page (<http://www.cedarfalls.com/122/Stormwater-Program>) and clicking on “Construction Links>SWPPP Application Documents”.

You can obtain a printed copy at City Hall or request a form to be emailed to you.

You can access any supporting documentation on how to develop and install correct SWPPP controls, by visiting the City of Cedar Falls Stormwater page (<http://www.cedarfalls.com/122/Stormwater-Program>) and clicking on “Construction Links>Educational Resources”. Please visit the Iowa Stormwater Educational Partnership or ISWEP (<https://iowastormwater.org/>) to find ways to become qualified to install or inspect SWPPP controls.

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 subdrain behind the curb. Sump pumps and footing drains that move ground water are allowed to be connected.



STORMWATER POLLUTION PREVENTION PLAN

(SWPPP) APPLICATION FORM

(please print)

Modified 04/06/2020

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:

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

Address: City: State: Zip:

E-mail: Day phone: Cell Phone:

Description of Activity:

Location SWPPP Documents (Ideally 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 #.

Application will not be processed without this number)

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. I have obtained my own NPDES permit, and the number is provided above.

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 #: _____ Permittee Co-Permittee 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)	<table border="1" style="width: 50px; height: 20px;"> <tr><td> </td></tr> </table>		x \$50.00 =	<table border="1" style="width: 50px; height: 20px;"> <tr><td> </td></tr> </table>	
<hr/>							
2) Subsequent development of a lot or parcel of the original tract	a. \$100.00	per single-family residential dwelling	<table border="1" style="width: 50px; height: 20px;"> <tr><td> </td></tr> </table>		x \$100.00 =	<table border="1" style="width: 50px; height: 20px;"> <tr><td> </td></tr> </table>	
	b. \$100.00	per residential dwelling for a duplex	<table border="1" style="width: 50px; height: 20px;"> <tr><td> </td></tr> </table>		x \$100.00 =	<table border="1" style="width: 50px; height: 20px;"> <tr><td> </td></tr> </table>	
\$50.00	per residential dwelling for a multi-unit apt. complex	<table border="1" style="width: 50px; height: 20px;"> <tr><td> </td></tr> </table>		x \$50.00 =	<table border="1" style="width: 50px; height: 20px;"> <tr><td> </td></tr> </table>		
\$50.00	per residential unit for a condominium complex	<table border="1" style="width: 50px; height: 20px;"> <tr><td> </td></tr> </table>		x \$50.00 =	<table border="1" style="width: 50px; height: 20px;"> <tr><td> </td></tr> </table>		
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	<table border="1" style="width: 50px; height: 20px;"> <tr><td> </td></tr> </table>		x \$10.00 =	<table border="1" style="width: 50px; height: 20px;"> <tr><td> </td></tr> </table>		
<hr/>							
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 (319-268-5161) to request a final inspection BEFORE you apply for a NOD with the IDNR.



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

Project Address: _____

Subcontractors	Name (print)	E-mail (print)	or	Phone #
SWPPP Installation and maintenance				
SWPPP Inspections				
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.

FYI: The IDNR General Permit #2 Part IV.D.7A states "The storm water pollution prevention plan must clearly identify for each measure in the plan, the contractor(s) and/or subcontractor(s) that will implement the measure. **All contractors and subcontractors identified in the plan must sign a copy of the certification statement** in Part IV.D.7.B. of this permit in accordance with Part VI.G. of this permit. Upon signing the certification, the contractor or sub-contractor is a co-permittee with the owner and other co-permittee contractors. All certifications must be included in the storm water pollution prevention plan."



Certification Statement for Co-Permittee

NPDES Permit # _____ (required)

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

- Erosion Control
- Excavation
- Concrete (foundation & flatwork)
- Landscaper
- 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



Certification Statement for Co-Permittee

NPDES Permit # _____ (required)

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

- Erosion Control
- Excavation
- Concrete (foundation & flatwork)
- Landscaper
- 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

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: _____

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



Stormwater Pollution Prevention Plan (SWPPP) Review 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"/>			
SWPPP Plan				
What have you included in your budget for your SWPPP controls?	<input type="checkbox"/> installation	<input type="checkbox"/> inspection/maintenance	<input type="checkbox"/> removal	
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	
What day(s) of the week will you sweep the streets?	<input type="checkbox"/> Monday	<input type="checkbox"/> Tuesday	<input type="checkbox"/> Wednesday	<input type="checkbox"/> Thursday <input type="checkbox"/> Friday
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 SWPPP controls?	<input type="checkbox"/>			
Who will be updating the SWPPP & inspecting the site, and what are his/her qualifications?	<input type="checkbox"/>			
How will you establish final vegetation on your site? (please see required topsoil in parenthesis)	<input type="checkbox"/> Hydroseed + Hydromulch (8" topsoil)	<input type="checkbox"/> Sod (6" topsoil)	<input type="checkbox"/> Seed+Mulch (8" topsoil)	
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
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"/> 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.)			
Location of SWPPP documents and inspection reports	<input type="checkbox"/> (mailbox onsite, construction trailer, 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 (add dimensions)	<input type="checkbox"/>			
Porta Potty location. Make sure to have spill kit available onsite. Potty needs to be staked in and far from inlets or drainage ways.	<input type="checkbox"/> (If sanitary facilities will be located off site please indicate so)			
Waste disposal location (needs to be in covered and enclosed structure or dumpster)	<input type="checkbox"/>			
Stockpile location and sediment (silt fence or silt socks) and erosion (seeding, tarping or mulching) controls for stockpile.	<input type="checkbox"/>			
Secondary containment (if oils, gas and other chemicals will be stored on site). Make sure to have spill kit available onsite.	<input type="checkbox"/>			
Note indicating areas that will not be disturbed in 14 days need immediate stabilization	<input type="checkbox"/>			
Concrete washout location	<input type="checkbox"/>			

Other Requirements	
Include a copy of your NPDES General Permit No. 2 and Transfer Agreements, if applicable.	
Installation of BMPs shall comply with SUDAS design standards (https://iowasudas.org/)	
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	
SWPPP inspections need to be available onsite (in a mailbox/trailer) or made available within 3 hours per request.	
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)	

To download a SWPPP Inspection template go to: <https://www.cedarfalls.com/DocumentCenter/View/9749/Resident-Commercial-Inspection-Form>

Requirements for a Successful SWPPP Program at Each Site

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 Stormwater Pollution Prevention Plan (Site plan showing controls)
2. Copy of the Signed Certification Statements. The erosion control installer, the SWPPP inspector and the excavator are required to sign a statement before work starts. If the landscaper and concrete subcontractor are known, certification statements are also required before approving the SWPPP.
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/after rain 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;
8. Winter Attachment (when applicable)

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:

City Engineering (319) 268-5511

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, the project's stormwater supervisor must verify that the SUDAS requirements for compaction and topsoil depth have been met. 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. Once the SWPPP is closed, the applicant can contact the IDNR and file a NOD.