

Stormwater Pollution Prevention Plan

(SWPPP) Template

Disclaimer and General Instructions

**State of Hawaii, Department of Transportation, Airports Division**

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Honolulu, Hawaii 96819-1880

November 2022

This template is provided for informational purposes to assist designers and contractors of State of Hawaii, Department of Transportation, Airports Division (DOTA) construction projects and Tenant Improvement Projects (TIPs), in preparing a Stormwater Pollution Prevention Plan (SWPPP) for projects that require a National Pollutant Discharge Elimination System (NPDES) permit. DOTA requires all projects to implement Best Management Practices (BMPs) for environmental protection. This template should be modified to reflect appropriate site-specific BMPs and used in conjunction with the most recent version of the DOTA “Construction Activities BMP Field Manual*”* provided on the DOTA webpage.[[1]](#footnote-2) Projects needing an NPDES permit must also meet the requirements of Hawaii Administrative Rules (HAR) Chapter 11-55 Appendix A and C.

A SWPPP must be developed prior to submittal of a Notice of Intent (NOI) to the Hawaii Department of Health, Clean Water Branch (DOH CWB). For NOIs that are to be certified by the Director of the State of Hawaii Department of Transportation (HDOT), the NOI and SWPPP must be submitted to DOTA Environmental Section (AIR-EE) for review and acceptance prior to submission to the Director.

The permittee is required to keep a current hard or electronic copy of the SWPPP at the site or at an easily accessible location so that it can be made available at the time of an on-site inspection or upon request. If an onsite location is unavailable for the SWPPP when no personnel are present, notice of the plan’s location must be posted near the main entrance of the construction site.

The first two pages of this template should not be altered. Project information should begin on the third page of this template. Throughout the template, **orange-highlighted fields must be completed by the designer and blue‑highlighted fields must be completed by the designer or contractor** with project-specific information.

Each SWPPP shall be evaluated on its own merits according to the characteristics of the project and the site to be developed.

All projects are required to implement appropriate BMPs to ensure that construction activities do not discharge pollutants into the storm drainage system or stormwater runoff.

Projects whose total combined disturbed area, including construction support activities (i.e., staging areas, soil stockpile areas, etc.), is less than one (1) acre are required to provide a Site-Specific BMP Plan (SSBMP Plan) and may use DOTA’s SSBMP Plan template[[2]](#footnote-3) and not this SWPPP template.

Application of BMPs shall comply with applicable federal, state, and county regulations. Use of this template does not guarantee compliance with environmental regulations or DOTA plan approval. Users of this template shall assume all liability directly or indirectly arising from the use of the template. Users of this template should use their best professional judgment and sound engineering principles and seek advice from appropriately qualified professionals to determine the applicability of the information provided for site-specific application and selection of BMPs.

Stormwater Pollution Prevention Plan

(SWPPP)

Project Name

[ ]

DOTA Project Number or Tenant Company Name

[ ]

Project Address and Airport Location

[ ]

Notice of General Permit Coverage

File No.

[ ]

**Prepared By:**

[ ]

SWPPP Preparation, Revision Date

[ ], [ ]

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Attachment A: Site-Specific BMP Map(s)

**Attachment B: Training Logs and Subcontractor Certifications**

**Attachment C: Schedule**

**Attachment D: State, Federal, County, and Other Permits/Approvals**

**Attachment E: Manufacturer’s Specification Sheet for BMP Products**

**Attachment F: Spill Response**

**Attachment G: Inspection Reports**

**Attachment H: SWPPP Amendment Log**

Certification of the SWPPP

The certifying person or duly authorized representative having responsibility for the overall operation of the regulated facility or activity hereby certifies, signs, and dates the SWPPP in accordance with Section 15 of Appendix A, Hawaii Administrative Rules, Chapter 11-55. For State projects, the General Contractor shall become the Duly Authorized Representative,[[3]](#footnote-4) following the *NPDES Construction Permitting Guidance for DOT Submittals*.[[4]](#footnote-5) There shall be only one Duly Authorized Representative at any time, which may be changed by DOTA at any time during the term of the project’s NPDES construction permit. For Tenant Improvement Projects (TIPs), the Certifying Person must meet the requirements specified in 40 CFR 122.22(a)(1) or 40 CFR 122.22(a)(2).

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

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

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Company or Agency / Department: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Phone number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## Project Description

## Site Description

The [project name] (Project) site comprises approximately [#.#] acres and is located at [address or description of location], in [City], Hawai‘i. The Project site is located approximately [distance and direction] of [describe major roads and/or community areas or landmarks]. The Project site is located approximately [distance and direction] of [describe nearby State Waters and other waterbodies].

Nearest State Water[[5]](#footnote-6)

|  |  |
| --- | --- |
| Nearest State Water |  |
| Project Distance from Nearest State Water |  |
| Project Discharge Coordinates\* |  |

\*Coordinates where potential discharge would first enter State receiving water

## Project Description

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Total Project Area, including areas to be left undisturbed:***(i.e., limits of construction activities)* |  | ft2 |  | Ac |
| **Construction site area to be disturbed,[[6]](#footnote-7) including all storage, staging, stockpile, and construction access areas associated with the project, regardless of where they occur:***(i.e., construction support activities located away from the primary work zone must be included)* |  | ft2 |  | Ac |
|  |  | % total project area |
| **Impervious Area before construction:** |  | ft2 |  | Ac |
| **Impervious Area after construction:** |  | ft2 |  | Ac |

HAR 11-55 Appendix C defines “Disturbance of land” as the penetration, turning, or moving of soil or resurfacing of pavement with exposure of the base course or the exposure of bare soil or ground surface, including the land surface exposed by construction roads, baseyards, staging areas, demolition, headquarters, and parking areas. It does not include grass or weed cutting, bush or tree trimming or felling that leaves soil or ground intact. It includes "grubbing" in its normal meaning of the use of equipment to knock down and push vegetation out of the way, typically uprooting vegetation and disturbing the ground surface. Refer to the DOH NPDES Construction Storm Water General Permit FAQs[[7]](#footnote-8) for mor information on how to calculation disturbed area.

Land disturbing activities for this project include [describe all activities that will result in land disturbance] on approximately [# acres/square-feet] of the Project. The limits of land disturbance are shown on [map/drawing name and number]. Soil and construction materials will be stockpiled or stored [describe location(s)] as shown on [figure/drawing name and number]. Construction activities will be [phased/not phased; include description of each phase if appropriate and reference drawings that show limits of each phase].

The Project will consist of [Include a detailed description of project areas, type of facilities to be constructed and/or demolished, activities conducted onsite, location(s) of staging and stockpile areas, materials and products received and stored on site, land uses, land cover, design elements, drainage management areas (DMAs), etc.].

### Emergency-Related Projects

This project is in response to a public emergency. [ ]  Yes [ ]  No

The public emergency involves: [describe the public emergency type, information substantiating to its occurrence (e.g., state emergency proclamation), and describe the construction necessary to reestablish the effected public service].

## Site Conditions

The Project site is currently [describe if site is undeveloped or describe existing development; include description of vegetated areas; or impervious areas such as parking lots]. The Project site was previously developed with [describe previous land use].

The Project site is [describe topography (e.g., relatively level, slopes downward to the west, etc.)]. The elevation of the Project site ranges from [elevation or range of elevations] feet above Mean Sea Level (MSL). Surface drainage at the site currently flows to the [direction], towards [describe discharge locations (e.g., storm drain inlet or sheet flow) of runoff from the construction site to the State receiving water (e.g., stream, gulch, bay, ocean)]. The project [will/will not] maintain the existing site drainage patterns [describe developed drainage patterns if different from existing conditions (e.g., grade changes, new drainage connections, etc.)].

Existing and proposed site topography, drainage patterns, and stormwater conveyance systems are shown on [names of drawings or plans]. This site [does/does not] contain offsite run-on [describe any offsite run-on anticipated and how the run-on will be managed or directed around the site during construction.].

### Contaminated Soil

Contaminated soils are anticipated onsite. [ ]  Yes [ ]  No

Sources of contamination include: [describe all available information about the contamination including name (trade and chemical), Chemical Abstract Service (CAS) Number (if applicable), approximate quantity, location, brief description, cause, date/time/duration, and source of the contamination. Include the media into which the release occurred or is likely to occur; otherwise, state “There are no known sources of contamination at the site”].

### Buffer Documentation

If a State water is located within 50 feet of the project’s earth disturbances, additional protection must be implemented. Delineate and clearly mark off with flags, tape, or other similar marking device natural buffer areas. Note: It is not required to enhance the quality of the vegetation that already exists in the buffer, or to provide vegetation if none exists.

[ ]  The project is not located within 50 feet of State waters.

[ ]  A 50-foot undisturbed natural buffer and sediment control will be provided.

[ ]  A less than 50-foot natural undisturbed natural buffer and double sediment controls spaced a minimum of 5 feet apart will be provided.

[ ]  It is infeasible to provide and maintain an undisturbed natural buffer of any size. [Describe why it is infeasible to provide and maintain an undisturbed natural buffer of any size.] Double sediment control spaced a minimum of 5 feet apart will be provided and complete stabilization will occur within 7 calendar days of the temporary or permanent cessation of earth-disturbing activities.

[ ]  This is a linear construction project (construction of roads, bridges, conduits, substructures, pipelines, sewer lines, towers, poles, cables, wires, connectors, switching, regulating and transforming equipment and associated ancillary facilities) in a long, narrow area and is not required to comply with this requirement since site constraints (e.g., limited right-of-way) prevent meeting any of the compliance alternatives stated above provided that, to the extent practicable, disturbances within 50 feet of State waters are limited and/or erosion and sediment controls are provided to treat stormwater discharges from earth disturbances within 50 feet of the State water.

## Site-Specific BMP Maps

Attachment A contains site-specific BMP maps for Sections 1.1 through 1.3, including project maps, project plans, and construction support activity areas covered by this SWPPP.

## Stormwater Team

The following personnel comprise the stormwater team. Each member of the stormwater team must have ready access to an electronic or paper copy of applicable portions of the Project’s Notice of General Permit Coverage (NGPC), an updated copy of the SWPPP, and other relevant project documentation or information.

|  |
| --- |
| **Name:** [Name] |
| **Company:** [Department of Transportation – Airports Division, Engineering Branch (if a State project) or Tenant company name (if a TIP)] |
| **Title:** [Project Manager (if a State project) or Tenant Representative (if TIP)] |
| **Responsibilities:** As the Permittee, [DOTA or Tenant Representative] oversees the project’s technical components including erosion and sediment control plans, responds to contractor Requests for Information, and overall project compliance in accordance with HAR 11-55, Appendix C. [Modify text as needed]   |
| **Phone number:** [Phone number] |
| **Email address:** [Email address] |

|  |
| --- |
| **Name:** Amy Hunley |
| **Company:** Department of Transportation – Airports Division, Environmental Section (AIR-EE) |
| **Title:** Environmental Health Specialist |
| **Responsibilities:** As the Permittee, DOTA oversees project compliance with HAR 11-55, Appendix C. AIR-EE (or AIR-EE Consultant) is responsible for construction design review, conducting monthly inspections and reports, determining and issuing items of non-compliance, and working with the State Hazard Evaluation and Emergency Response and DOH for escalated non-compliance, as needed. [Modify text as needed]   |
| **Phone number:** 808-838-8033 |
| **Email address:** amy.r.hunley@hawaii.gov |

|  |
| --- |
| **Name:** [Name] |
| **Company:** [Construction Management Firm] |
| **Title:** [Project Engineer or Manager] |
| **Responsibilities:** Responsible for verifying implementation of onsite BMPs. Can serve as liaison between contractor, DOTA, and/or DOTA consultant. [Modify text as needed]   |
| **Phone number:** [Phone number] |
| **Email address:** [Email address] |

|  |
| --- |
| **Name:** [Name] |
| **Company:** [Contractor] |
| **Title:** [Supervisor, Project Manager, Project Engineer] |
| **Responsibilities:** Overall site compliance with NCPG and in accordance with HAR 11-55, Appendix C. [Modify text as needed] |
| **Phone number:** [Phone number] |
| **Email address:** [Email address] |

|  |
| --- |
| **Name:** [Name] |
| **Company:** [Contractor] |
| **Title:** [Contractor’s Onsite Environmental Representative] |
| **Responsibilities:** A qualified person[[8]](#footnote-9) responsible for maintaining overall site compliance in accordance with HAR 11-55 Appendix C, conducting weekly and monthly BMP inspections, maintaining onsite BMPs, coordinating Corrective Action items, maintaining onsite SWPPP including amendments and modifications. [Modify text as needed]   |
| **Phone number:** [Phone number] |
| **Email address:** [Email address] |

|  |
| --- |
| **Name:** [Name] |
| **Company:** [Contractor] |
| **Title:** [Contractor’s] Emergency 24-hour Contact |
| **Responsibilities:** [Contractor’s] emergency 24-hour contact representative. [Modify text as needed]   |
| **Phone number:** [Phone number] |
| **Email address:** [Email address] |

*[Add or delete rows as needed]*

## Training

Before land-disturbing activities begin, all contractor and subcontractor employees involved with construction project responsibilities must complete the DOTA Construction BMP Training. There are two training options:

1. All contractor and subcontractor employees involved with construction project responsibilities watch the DOTA Construction BMP Training Video located on the DOTA Construction Site Runoff Control Program webpage[[9]](#footnote-10) and complete the [DOTA Construction BMP Training Survey](https://hidot.hawaii.gov/airports/doing-business/engineering/environmental/construction-bmp-training-survey/)[[10]](#footnote-11) with a passing score.

OR

1. The Contractor and subcontractor supervisors/managers watch the DOTA Construction BMP Training Video located on the DOTA Construction Site Runoff Control Program webpage, complete the [DOTA Construction BMP Training Survey](https://hidot.hawaii.gov/airports/doing-business/engineering/environmental/construction-bmp-training-survey/) with a passing score, train all employees involved with construction project responsibilities, and submit a sign-in roster for the training of the employees at the bottom of the Construction BMP Survey.

Completed surveys will be automatically emailed to the contact person upon completion. This training must be completed annually. All contractors and subcontractor personnel involved with construction project responsibilities must also be trained on the site-specific BMPs that are utilized during construction and spill response. Records of completion and/or training roster sign-in sheet must be up to date and included in Attachment B.

## General and Subcontractor Identification

The DOTA requires that the Contractor must ensure that their subcontractors’ personnel and other outside service providers understand any requirements of the permit that may be affected by the work they are subcontracted to perform, the SWPPP contents, and location of the SWPPP.

|  |
| --- |
| **Company Legal Name:** [General/Prime Contractor] |
| **Point of Contact and Title:** [Contractor’s POC and title] |
| **Scope of Work:** [e.g., Electrical, mechanical, or plumbing subcontractor] |
| **Street Address:** [Street address] |
| **Phone number:** [Phone number] |
| **Email address:** [Email address] |

|  |
| --- |
| **Company Legal Name:** [Subcontractor] |
| **Point of Contact and Title:** [Contractor’s POC and title] |
| **Scope of Work:** [e.g., Electrical, mechanical, or plumbing subcontractor] |
| **Street Address:** [Street address] |
| **Phone number:** [Phone number] |
| **Email address:** [Email address] |

|  |
| --- |
| **Company Legal Name:** [Subcontractor] |
| **Point of Contact and Title:** [Contractor’s POC and title] |
| **Scope of Work:** [e.g., Electrical, mechanical, or plumbing subcontractor] |
| **Street Address:** [Street address] |
| **Phone number:** [Phone number] |
| **Email address:** [Email address] |

|  |
| --- |
| **Company Legal Name:** [Subcontractor] |
| **Point of Contact and Title:** [Contractor’s POC and title] |
| **Scope of Work:** [e.g., Electrical, mechanical, or plumbing subcontractor] |
| **Street Address:** [Street address] |
| **Phone number:** [Phone number] |
| **Email address:** [Email address] |

|  |
| --- |
| **Company Legal Name:** [Subcontractor] |
| **Point of Contact and Title:** [Contractor’s POC and title] |
| **Scope of Work:** [e.g., Electrical, mechanical, or plumbing subcontractor] |
| **Street Address:** [Street address] |
| **Phone number:** [Phone number] |
| **Email address:** [Email address] |

*[Add or delete rows as needed]*

## Estimated Dates of Construction Activities

Complete installation of stormwater controls prior to earth-disturbance[[11]](#footnote-12) and make operational any downgradient sediment controls (e.g., buffers or equivalent sediment controls, perimeter controls, exit point controls, storm drain inlet protection) that control discharges from the initial site clearing, grading, excavating, and other land-disturbing activities.

Install all stormwater controls in accordance with good engineering practices, including applicable design and manufacturer’s specifications.

Include a schedule of dates below for the following activities and a complete schedule in Attachment C.

Table 1. Sequence and Estimated Dates of Construction Activities

|  |  |  |  |
| --- | --- | --- | --- |
| **Activity** | **Start Date** | **Duration** [ ]  **Calendar days** [ ]  **Work days**  | **N/A** |
| Installation of stormwater control measures, including: [describe specific sediment controls] |  |  | [ ]  |
| Clearing and grubbing |  |  | [ ]  |
| Mass grading |  |  | [ ]  |
| Site preparation (i.e., excavating, cutting, and filling) |  |  | [ ]  |
| Final grading |  |  | [ ]  |
| Creation of soil and vegetation stockpiles requiring stabilization  |  |  | [ ]  |
| Cessation of construction activities |  |  | [ ]  |
| Final or temporary stabilization (to be completed within 14 calendar days) |  |  | [ ]  |
| Removal of temporary stormwater conveyances/channels and other temporary stormwater control measures, demobilization of equipment, and cessation of pollutant-generating activities. |  |  | [ ]  |

## State, Federal, County, and other Permits/approvals

A copy of the Notice of General Permit Coverage (NGPC) and Notice of Intent (NOI) ePermitting application for this project are included in Attachment D.

Other State, Federal, and County Permits required for this project include: [list other permits and approvals for this project, including those still pending approval. Describe any other information as requested by the DOH for this project]. A copy of the permits/approvals are included in Attachment D.

Solid Waste Disclosure Form

The Solid Waste Disclosure Form shall be filled out and is included in Attachment D. This form helps the Department of Health, Solid Waste Section (SWS) to identify sources of construction/demolition waste and site clearing debris. Property owners, developers, operators, and contractors are responsible for ensuring the proper disposal of such solid waste. Violators of Chapter 11-58.1, HAR, “Solid Waste Management Control,” are subject to enforcement, corrective actions, and fines.

### Compliance with Safe Drinking Water Act Underground Injection Control Requirements

The following stormwater controls are anticipated for the site as noted below:

Table 2. Safe Drinking Water Act Applicability

|  |  |
| --- | --- |
| **Class V UIC Wells** | **Applicable** |
| **Yes** | **No** |
| Infiltration trenches (stormwater is directed to any bored, drilled, driven shaft or dug hole that is deeper than its widest surface dimension, or has a subsurface fluid distribution system). | [ ]  | [ ]  |
| Commercially manufactured precast or pre-built proprietary subsurface detention vaults, chambers, or other devices designed to capture and infiltrate stormwater flow. | [ ]  | [ ]  |
| Drywells, seepage pits, or improved sinkholes (if stormwater is directed to any bored, drilled, driven shaft or dug hole that is deeper than its widest surface dimension, or has a subsurface fluid distribution system). | [ ]  | [ ]  |

The Projects [will/will not] include any Class V UIC Wells. [If the project will include a Class V UIC Well, noted as Applicable in Table 2, include correspondence in Attachment D and state the following in this space: “The Department of Health, Safe Drinking Water Branch was contacted for implementing the requirements for underground injection controls wells in the Safe Drinking Water Act and EPA’s implementing regulations at 40 CFR Parts 144 -147. See Attachment D.”]

## Best Management Practices

Instructions

* BMP selection should be determined by an evaluation of the existing conditions, requirements of the project area, and potential pollutants. It is advised to install multiple BMPs to effectively prevent pollution from entering the State waters. For example, drain inlet protection is considered the last defense and should be combined with other BMPs that are designed to prevent pollution at the source.
* Complete the checklists in each of the following BMP categories to note the appropriate project-specific BMPs. Implementation of these BMPs is intended to prevent or reduce the discharge of pollutants from leaving the construction site. Note that certain BMPs required for all projects are described before the checklist in each category.
* Following the checklist, provide a description of the site-specific implementation of applicable BMPs. Refer to the Construction Activities BMP Field Manual[[12]](#footnote-13) for minimum practices required by DOTA related to each type of BMP.

## Erosion Control BMPs

Erosion control BMPs consist of measures that are designed to prevent soil particles from detaching and becoming transported in stormwater runoff. Erosion control BMPs protect the soil surface by covering and/or binding soil particles.

The Project will implement the following erosion control practices during construction:

1. Schedule and sequence construction activities and BMP implementation in a manner that will limit exposure of disturbed soil to wind, rain, and stormwater run-on and runoff.
2. Protect and preserve existing vegetation in and adjacent to work areas for as long as practicable before disturbing it.
3. Control the area of soil disturbing operations such that erosion control BMPs can be implemented quickly and effectively.
4. Control erosion in concentrated flow paths by applying check dams or alternate methods.
5. At the completion of construction, ensure [describe post-construction erosion control (generally landscaping)] is established as required by the project plans in disturbed soil areas.

Sufficient erosion control materials shall be maintained onsite to allow implementation in conformance with this SWPPP.

The following BMPs shall be implemented for the Project:

Table 3. Erosion Control BMPs

| **BMP Name** | **Applicable** |
| --- | --- |
| **YES** | **NO** |
| C.1 Scheduling | [ ]  | [ ]  |
| C.2 Preservation of Existing Vegetation | [ ]  | [ ]  |
| C.3 Location of Potential Sources of Sediment | [ ]  | [ ]  |
| C.4 Earth Dike | [ ]  | [ ]  |
| C.5 Temporary Drains and Swales | [ ]  | [ ]  |
| C.6 Dust Control | [ ]  | [ ]  |
| C.7 Topsoil Management  | [ ]  | [ ]  |
| C.8 Geotextiles and Mats | [ ]  | [ ]  |
| C.9 Grass and Planting\* | [ ]  | [ ]  |

\*Consult with the State Engineer or District Manager on types of preferred grasses and methods used.

C.1 Scheduling

[Provide description of the site-specific implementation or write N/A if not used]

C.2 Preservation of Existing Vegetation

[Provide description of the site-specific implementation or write N/A if not used]

C.3 Location of Potential Sources of Sediment

[Provide description of the site-specific implementation or write N/A if not used]

C.4 Earth Dike

[Provide description of the site-specific implementation or write N/A if not used]

C.5 Temporary Drains and Swales

[Provide description of the site-specific implementation or write N/A if not used]

C.6 Dust Control

[Provide description of the site-specific implementation or write N/A if not used]

C.7 Topsoil Management

[Provide description of the site-specific implementation or write N/A if not used]

C.8 Geotextiles and Mats

[Provide description of the site-specific implementation or write N/A if not used]

C.9 Grass and Planting

[Provide description of the site-specific implementation or write N/A if not used]

Note: Seeds and some plants can attract wildlife, such as birds, that can be hazardous to aircraft operations and performance. Therefore, the preferred method for grass planting is via sprigs or plugs. Please consult with the State Engineer or District Manager on types of preferred grasses and methods used.

## Sediment Control BMPs

Sediment control BMPs are temporary or permanent structural measures intended to intercept and settle out soil particles that have been detached and transported by the force of water.

The following BMPs shall be implemented for the Project:

Table 4. Sediment Control BMPs

| **BMP Name** | **Applicable** |
| --- | --- |
| **YES** | **NO** |
| C.10 Sand Bag Barrier | [ ]  | [ ]  |
| C.11 Compost Filter Berm or Sock | [ ]  | [ ]  |
| C.12 Storm Drain Inlet Protection  | [ ]  | [ ]  |
| C.13 Sediment Trap | [ ]  | [ ]  |
| C.14 Silt Fence | [ ]  | [ ]  |

C.10 Sand Bag Barrier

[Provide description of the site-specific implementation or write N/A if not used]

C.11 Compost Filter Berm or Sock

[Provide description of the site-specific implementation or write N/A if not used]

C.12 Storm Drain Inlet Protection

[Provide description of the site-specific implementation or write N/A if not used]

C.13 Sediment Trap

[Provide description of the site-specific implementation or write N/A if not used]

C.14 Silt Fence

[Provide description of the site-specific implementation or write N/A if not used]

## Tracking Control BMPs

Tracking control BMPs are temporary or permanent structural measures intended to reduce sediment discharges from vehicles and equipment exiting active construction areas.

Where there is track-out from the site onto other paved areas, and sidewalks, remove the deposited sediment **by the end of the same work day in which the trackout occurs or by the end of the next work day if track-out occurs during non-working hours**. **However, if trackout is being further transported beyond the permitted project area by other vehicles and equipment, the track-out must be removed immediately.** Remove the track-out by sweeping, shoveling, or vacuuming these surfaces, or by using other similarly effective means of sediment removal.

Hosing or sweeping tracked-out sediment into any stormwater conveyance (unless it is connected to a sediment basin, sediment trap, or similarly effective control), storm drain inlet, or state water is prohibited.

The following BMPs shall be implemented for the Project:

Table 5. Tracking Control BMPs

| **BMP Name** | **Applicable** |
| --- | --- |
| **YES** | **NO** |
| C.15 Stabilized Construction Entrance/Exit  | [ ]  | [ ]  |
| C.16 Construction Road Stabilization  | [ ]  | [ ]  |

C.15 Stabilized Construction Entrance/Exit

[Provide description of the site-specific implementation or write N/A if not used]

C.16 Construction Road Stabilization

[Provide description of the site-specific implementation or write N/A if not used]

## Site Activities Potential Pollutant Control BMPs

Unauthorized non-stormwater discharges into storm drainage systems or waterways are prohibited. A separate NPDES permit is required by DOH for non-stormwater discharges.

At a minimum the following measures shall be implemented to control non-stormwater discharges during construction:

* Notify DOTA, Environmental Section (AIR-EE) of any illicit connections and illegal dumping or discharge incidents immediately.
* Prevent oil, grease, or fuel from leaking onto the ground, or into storm drains and surface waters. Clean leaks immediately and dispose of leaked materials properly. Repair leaking equipment promptly.
* Place all equipment or vehicles in a designated area fitted with appropriate BMPs for fueling, maintenance, and storage. Conduct on-site mobile fueling in a designated protected temporary fueling area with absobent spill clean-up materials for each mobile container. Conduct vehicle maintenance away from storm drain facilities on a level graded area. Place drip pans, plastic sheeting, or absorbent material under vehicles and equipment while parked.
* Implement controls during paving operations, concrete curing, and finishing operations including AC removal, saw cutting, and resurfacing operations to prevent paving materials from being discharged off-site. Immediately following paving and/or grinding operations, sweep and inspect the area for paving and grinding debris. Park paving machines and other construction equipment on filter fabric over 10-mil plastic sheeting with a bermed perimeter, or acceptable equivalent. Remove and replace protective plastic at the first sign of deterioration.
* Clean paved surfaces in such a manner to prevent non-stormwater discharges from entering the storm drain system or receiving water.
* Minimize water application as necessary and use water in a manner to prevent erosion, runoff, and ponding. Repair water leaks immediately.

The following BMPs shall be implemented for the Project:

Table 6. Site Activities Potential Pollutant Control BMPs

| **BMP Name** | **BMP Used** |
| --- | --- |
| **YES** | **NO** |
| C.17 Dewatering Operations | [ ]  | [ ]  |
| C.18 Paving Operations and Waste Management  | [ ]  | [ ]  |
| C.19 Structure Construction and Painting  | [ ]  | [ ]  |
| C.20 Vehicle and Equipment Cleaning  | [ ]  | [ ]  |
| C.21 Vehicle and Equipment Fueling | [ ]  | [ ]  |
| C.22 Vehicle and Equipment Operation and Maintenance  | [ ]  | [ ]  |
| C.23 Concrete Curing Water and Compounds Management  | [ ]  | [ ]  |
| C.24 Hydrotesting Effluent Management  | [ ]  | [ ]  |
| C.25 Water-Jet Wash and Hydro-Demolition Water Management  | [ ]  | [ ]  |

C.17 Dewatering Operations

[Provide description of the site-specific implementation or write N/A if not used]

C.18 Paving Operations and Waste Management

[Provide description of the site-specific implementation or write N/A if not used]

C.19 Structure Construction and Painting

[Provide description of the site-specific implementation or write N/A if not used]

C.20 Vehicle and Equipment Cleaning

[Provide description of the site-specific implementation or write N/A if not used]

C.21 Vehicle and Equipment Fueling

[Provide description of the site-specific implementation or write N/A if not used]

C.22 Vehicle and Equipment Operation and Maintenance

[Provide description of the site-specific implementation or write N/A if not used]

|  |  |
| --- | --- |
| List of heavy equipment: |  |
| [Provide a list of heavy equipment to be employed or write N/A if not used] |
|  |

C.23 Concrete Curing Water and Compounds Management

[Provide description of the site-specific implementation or write N/A if not used]

C.24 Hydrotesting Effluent Management

[Provide description of the site-specific implementation or write N/A if not used]

C.25 Water-Jet Wash and Hydro-Demolition Water Management

[Provide description of the site-specific implementation or write N/A if not used]

## Material and Waste Management

Material and waste management BMPs consist of implementing procedural and structural BMPs to prevent stormwater contact with construction materials, wastes, and service areas, and to prevent potential pollutants entrained in stormwater from being discharged offsite. The amount and type of construction materials to be utilized at the Project will depend on the type of construction and the length of the construction period. The materials may be used throughout the life of the project, such as fuel for vehicles and equipment, or for a discrete period, such as soil binders for temporary stabilization. The primary mechanisms for stormwater contact that shall be addressed include:

* Direct contact with precipitation
* Contact with stormwater run-on and runoff
* Wind dispersion of loose materials
* Direct discharge to the storm drainage system through spills or dumping
* Extended contact with some materials and wastes, such as asphalt cold mix and treated wood products, which can leach pollutants into stormwater

The following BMPs shall be implemented for the Project:

Table 7. Material and Waste Management BMPs

| **BMP Name** | **Applicable** |
| --- | --- |
| **YES** | **NO** |
| C.26 Material Delivery and Storage | [ ]  | [ ]  |
| C.27 Material Use  | [ ]  | [ ]  |
| C.28 Protection of Stockpiles  | [ ]  | [ ]  |
| C.29 Solid Waste Management – Hazardous Waste  | [ ]  | [ ]  |
| C.30 Solid Waste Management – Debris | [ ]  | [ ]  |
| C.31 Contaminated Soil Management  | [ ]  | [ ]  |
| C.32 Concrete Operation and Waste Management  | [ ]  | [ ]  |
| C.33 Sanitary/Septic Waste Management  | [ ]  | [ ]  |
| C.34 Spill Prevention and Control  | [ ]  | [ ]  |
| C.35 Spill Response Practices  | [ ]  | [ ]  |
| C.36 Management of Materials Associated with Paint  | [ ]  | [ ]  |

C.26 Material Delivery and Storage

[Provide description of the site-specific implementation or write N/A if not used]

|  |  |
| --- | --- |
| List of materials: |  |
| [Provide a list of materials or write N/A if not used] |
|  |

C.27 Material Use

[Provide description of the site-specific implementation or write N/A if not used]

C.28 Protection of Stockpiles

[Provide description of the site-specific implementation or write N/A if not used]

C.29 Solid Waste Management – Hazardous Waste

[Provide description of the site-specific implementation or write N/A if not used]

C.30 Solid Waste Management – Debris

[Provide description of the site-specific implementation or write N/A if not used]

C.31 Contaminated Soil Management

[Provide description of the site-specific implementation or write N/A if not used]

C.32 Concrete Operation and Waste Management

[Provide description of the site-specific implementation or write N/A if not used]

C.33 Sanitary/Septic Waste Management

[Provide description of the site-specific implementation or write N/A if not used]

C.34 Spill Prevention and Control

[Provide description of the site-specific implementation or write N/A if not used]

C.35 Spill Response Practices

[Provide description of the site-specific implementation or write N/A if not used]

C.36 Management of Materials Associated with Paint

[Provide description of the site-specific implementation or write N/A if not used]

## Spill Response

Instructions

* Download and insert the applicable airport Spill Reporting Fact Sheet and insert into Attachment F.
* Indicate the personnel responsible for detection and response of spills or leaks in the rows below.

Materials used and stored at the site have the potential to spill and contaminate stormwater runoff and surface water bodies. In case of spills, the applicable airport Spill Reporting Fact Sheet in Attachment F will be followed, and the Spill Reporting Form will be filled out.

Personnel responsible for detection and response of spills or leaks include:

|  |
| --- |
| **Company:** [Contractor] |
| **Name and Title:** [Personnel name and title] |
| **Scope of Work:** [e.g., Electrical, mechanical, or plumbing subcontractor] |
| **Phone number:** [Phone number] |
| **Email address:** [Email address] |

|  |
| --- |
| **Company:** [Contractor] |
| **Name and Title:** [Personnel name and title] |
| **Scope of Work:** [e.g., Electrical, mechanical, or plumbing subcontractor] |
| **Phone number:** [Phone number] |
| **Email address:** [Email address] |

*[Add or delete rows as needed]*

## Stabilization Practices

Soil stabilization measures should **begin immediately** when earth-disturbing activities have permanently ceased or will temporarily cease for a period of 14 calendar days or more on any portion of the site. “Immediately” means as soon as practicable, but no later than the end of the next workday. For areas that will temporarily cease activities, stabilization must be initiated at the beginning of the 14-calendar-day period. Examples of initial stabilization include:

1. Preparing the soil for vegetative or non-vegetative stabilization
2. Applying mulch or other non-vegetative product to the exposed area
3. Planting the exposed area
	* Immediately after planting the exposed area, install erosion control that will provide cover while vegetation is becoming established, but that will not inhibit the growth or success of the planting
4. Starting any of the activities in items 1-3 on a portion of the area to be stabilized, but not on the entire area
5. Finalizing arrangements to have stabilization product fully installed in compliance with the applicable deadline for completing stabilization

Soil stabilization measures should be **completed as soon as practicable, but no later than 14 calendar days** after the initiation of soil stabilization measures. Completed stabilization includes all activities necessary to initially plant the area to be stabilized and/or the installation or applicable of all non-vegetative measures.

If unable to meet the deadlines in this section due to extenuating circumstances, document the circumstances that prevent the meeting of the deadlines and provide a schedule for the initiation and completion of the stabilization. Refer to HAR 11-55 Appendix C, Section 5.2.1.3.1 for additional information.

**Criteria for Final Stabilization:**

To be considered adequately stabilized, vegetative areas shall provide established uniform vegetation with 70% or more of the density of coverage that was present prior to commencing earth-disturbing activities.

## Other Stormwater Controls

Other stormwater controls or pollution prevention practices that do not fit into the above categories: [Provide description of the site-specific stormwater control and implementation, or write NONE if not used]

## Post-Construction BMP Selection

Instructions

* Describe Post-Construction BMPs (PBMPs) to be implemented or reasons why PBMPs are not required.
* Provide a narrative description of how the PBMPs selected will be used to prevent erosion and contamination of stormwater following construction.

PBMPs are measures installed during construction, designed to reduce or eliminate pollutant discharges from the site after construction is completed. The following PBMPs will be implemented:

|  |
| --- |
| * [LIST or State NONE]
 |
| * [LIST or State NONE]
 |

[Provide description of the site-specific implementation and targeted pollutants of concern, or delete if not used]

## BMP Inspection and Maintenance

## Construction BMP Inspection and Maintenance

Instructions

* Include completed inspection forms in Attachment G, or in an accompanying file/binder that is referenced in the SWPPP, and readily accessible onsite.

Inspect the receiving State Waters, stormwater runoff, and stormwater control measures to detect violations of and conditions which may cause violations of the basic water quality criteria. BMPs shall be regularly maintained for proper and effective functionality.

### Contractor Self-Inspection

Contractors are required to conduct self-inspections of the site to ensure that BMPs are effective, and activities are not causing a polluted discharge. **Self-inspections must be conducted and recorded weekly, and after a significant rainfall of 0.25 inch or greater occurring in a 24-hour period**. Findings from this inspection may trigger corrective actions, such as SWPPP amendments or BMP maintenance. Contractor self-inspection reports, SWPPP Amendments, and an updated BMP plan reflecting current site conditions shall be retained on site or at an accessible location for the duration of the project. They must be made available at the time of an on-site inspection, or upon request by DOTA, AIR-EE, DOH and/or EPA Representative.

BMPs that are deemed not effective shall be replaced immediately with a more effective BMP and the BMP Plan should be updated to reflect the change. Refer to the Stormwater Team (Section 1.5) for the contractor’s qualified person responsible for conducting inspections, maintaining BMPS, and coordinating Corrective Action items.

Rain Gauge information: [Include GPS coordinates of location or website URL]\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

A link to various types of sample inspections reports is located in Attachment G. The contractor can use these forms or another similar form to document construction site inspections. Completed inspection reports are located in: [Attachment G, or describe the location of an accompanying file/binder onsite].

### Pre-Construction Inspection

Prior to the commencement of construction activities, AIR-EE, or their designated independent erosion and sediment control inspector, will conduct a Pre-Construction Site BMP Inspection. Prior to this inspection, the soil may only be disturbed to the extent that is required to install the site-specific temporary BMPs. All deficiencies that are observed during the inspection must be addressed and corrected by the Contractor and approved by the BMP inspector **before construction activities are allowed to commence** on the site.

### Independent Routine Inspections

Independent BMP inspectors are qualified DOTA staff or representatives who are not involved in the day-to-day planning, design, or implementation of the construction contract. The independent inspectors act on behalf of DOTA to perform monthly BMP inspections for construction sites that have NPDES permit coverage. However, the frequency of the inspection can be altered by the inspector under the following conditions.

1. The inspector may suspend monthly inspections if there will be no construction activities conducted on the site for a period of 30 calendar days or more, and the disturbed soil has been stabilized.

2. The inspection frequency may decrease to quarterly, if, during three successive monthly inspections of a project, no critical or major deficiencies are identified and less than six total minor deficiencies are identified over the three monthly inspections, with no more than three minor deficiencies identified during any one inspection of those three month inspections.

As a part of the inspection, all documentation for environmental compliance of the site (e.g., SWPPP or BMP plan, applicable permits, site inspections, and training records) must be made available by the contractor for review by the inspector. The inspector will verify that site conditions match those included in the site documents and that BMPs are properly maintained and effective in containing potential pollutants. Any deficiencies identified during these inspections must be promptly corrected by the contractor as follows:

Table 9. Construction Deficiency Types

|  |  |
| --- | --- |
| **Critical Deficiency** | **Timeline For Correction** |
| Poses an immediate threat for the discharge of pollutants to the MS4 or receiving water. Examples: illicit discharge, absence of perimeter controls in an area with signs of sediment transport off-site, spills that have not been cleaned near a drain or waterway. | Same day |
| **Major Deficiency** | **Timeline For Correction** |
| Poses a significant threat for the discharge of pollutants to a storm drain or receiving water. Examples: lack of NPDES permit (if required), lack of BMP plan, perimeter BMPs are not functional, dewatering without BMPs, tracking more than 50' from ingress/egress. This may also include any deficiency that is observed as a repeat deficiency over consecutive inspections. (i.e., Repeated Deficiency.) | 5 calendar days or before the next forecasted rain event, whichever is sooner |
| **Minor Deficiency** | **Timeline For Correction** |
| Deficiencies that do NOT pose a treat for discharge of untreated stormwater or pollutants to the storm drain system, surface waters, or State waters, but are not in strict conformance with the SWPPP or BMP Plan. Examples: BMP plan is not updated, contractor self-inspections are not conducted, BMPs are implemented but require maintenance, tracking less than 50’ from ingress/egress. | As directed by the inspector.  |

### Final Inspection

AIR-EE, or their designated inspector, will conduct a Final BMP Inspection after construction work has permanently ceased. This includes installation of required PBMPs and stabilizing exposed soil. All deficiencies that are observed during the inspection must be addressed and corrected by the Contractor. BMPs cannot be removed from the site until approval is documented within the Final Inspection Checklist and granted by AIR-EE or their designated inspector.

It should be noted that a partial Final BMP inspection can be conducted on a portion(s) of the site, in which construction activity has permanently ceased, all equipment and materials are removed, and sufficient stabilization is reached and will follow the above inspection protocols.

## Corrective Action

Corrective actions are actions taken to 1) repair, modify, or replace any stormwater control used at the site; 2) clean up and properly dispose of spills, releases, or other deposits; and 3) remedy a permit violation. Under all circumstances, reasonable steps shall be taken to immediately[[13]](#footnote-14) minimize or prevent the discharge of pollutants until a permanent solution is installed and made operational.

The inspector will inform the contractor of the method for conveying the documentation of the corrective actions, which may include emailing photos showing the corrections or conducting a re-inspection. After all deficiencies have been corrected by the contractor and accepted by the inspector, the inspector will provide a Corrective Action Report showing all closed deficiencies.

## SWPPP Amendments

This SWPPP shall be amended to address changes to the site conditions and requirements for continuous compliance with the Project’s permit. For additional information and instructions, see Attachment H, SWPPP Amendment Log.

**Attachment A**

Site-Specific BMP Maps

Instructions

Include a legible site map, or series of maps and project plans, showing the following features of the project as required in HAR Chapter 11-55, Appendix C.

Note: As part of the DOTA process the designer must show the following features below during the Design Review Submittal step which will then be submitted to DOH for review and if accepted, DOH will generate the NPDES File No. The contractor will then review this previously prepared Attachment A for feasibility, revise as appropriate, and resubmit the complete SWPPP during the DOTA Contractor Document Submittal step.

* Boundaries of the property and of the locations where construction activities will occur including:
	+ Earth-disturbing activity locations, noting any sequencing of construction activities
	+ Off-pavement vehicle and truck hauling routes
	+ Approximate slopes before and after major grading activities and drainage patterns with flow arrows. Note areas of slopes 15 percent or greater in grade
	+ Stockpiled sediment, soil, or other construction materials locations
	+ Contaminated soil or contaminated soil stockpiles locations
	+ Crossings of state waters
	+ Designated points onsite where vehicles will exit onto paved roads, including BMP measures to be implemented (i.e., stabilized construction entrance/exit, tire wash facility, etc.)
	+ Impervious surfaces (including structures) upon completion of construction
	+ Construction support activity areas covered by this permit
* State water locations, including wetlands, that exist within or in the immediate vicinity of the site. Indicate which waterbodies are listed as impaired.
* Boundary lines of any natural buffers provided consistent with Section 1.3.2.
* Topography of the site, existing vegetative cover and features (e.g., forest, pasture, pavement, structures), and drainage pattern(s) of stormwater onto, over, and from the site property before and after major grading activities.
* Stormwater discharge locations, including:
	+ Storm drain inlets on the site and in the vicinity of the site that can potentially receive stormwater runoff from the project
	+ Where stormwater could be discharged to state waters (including wetlands)
	+ Where stormwater could exit the site
* All potential pollutant-generating activities identified in Section 2.4.
* Stormwater, erosion, and sediment control measures. (i.e., drain inlet protections, silt fences, biosock, etc.).
* Location of chemicals to be used and stored.
* Location of waste management facilities. (i.e., concrete washout facility, solid waste facility, sanitary facility, etc.).

Include the applicable design plan drawings including:

* Erosion and Sediment Control Plans, Details, and Notes.
* Site-specific temporary BMP measures and areas designated for construction support activities including those which may be located on a different section of the airport or DOTA property.
* PBMP plans, details, and calculations.
* Permanent Landscaping Plans, Details, and Specifications, if available.

**Attachment B**

Training Logs and Subcontractor Certifications

Instructions

* Include a log of the DOTA Construction BMP Training and copies of completed DOTA Construction BMP Training Surveys, as described in Section 1.6.
* All subcontractors must be identified and sign the Subcontractor Certification statement. Include a copy of each subcontractor’s completed certification form.

 SUBCONTRACTOR CERTIFICATION

STORMWATER POLLUTION PREVENTION PLAN

DOTA and NGPC Project Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Project Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Operator(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

As a subcontractor, you are required to comply with the Stormwater Pollution Prevention Plan (SWPPP) for any work that you perform on site for the aforementioned project. Any person or group who violates any condition of the SWPPP may be subject to substantial penalties or loss of contract. You are encouraged to advise each of your employees working on this project of the SWPPP requirements. A copy of the SWPPP is available for your review upon request.

 “I certify under the penalty of law that I have read and understand the terms and conditions of the SWPPP for the above designated project and agree to follow the practices described in the SWPPP.”

Company: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Telephone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Type of construction service to be provided: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name and Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

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

**Attachment C**

Schedule

Instructions

* Include a proposed detailed construction schedule.

Attachment D

State, Federal, County, and Other Permits/Approvals

Instructions

* Insert a copy of the NGPC and NOI ePermitting Application
* Insert a copy of the Duly Authorized Representative compliance submitted to DOH
* Insert a copy of the Notification of the Start of Construction submitted to DOH
* Insert a copy of the Solid Waste Disclosure Form submitted to DOH
* Insert other Federal, State, or County permits/approvals or forms applicable to this project. Examples include:
	+ DOTA’s Construction Connection, Discharge, and Surface Runoff Permit
	+ Underground Injection Control Permit Exemption
	+ Building Permit
	+ Grading Permit
	+ Blanket Section 401 WQC
	+ Special Management Area or Conservation District Use Approval

**Attachment E**

Manufacturer’s Specification Sheet for BMP Products

Instructions

* Include Manufacturer’s Specification Sheet for the specific BMP products to be used onsite.

**Attachment F**

Spill Response

Instructions

* Download and insert the applicable airport Spill Reporting Fact Sheet at <https://hidot.hawaii.gov/airports/doing-business/engineering/environmental/construction-site-runoff-control-program/>

Attachment G

Inspection Reports

Instructions

* Use the Construction Inspection Checklist or similar forms to document required onsite inspections.
* For AIR-EE inspections, submit corrective action documentation to the inspector. If corrective action photos are requested, be sure they are taken from the same angle, distance, and location as the photos included in the inspector’s Checklist.
* Document Retention: File completed AIR-EE inspection reports and Contractor’s self-inspection reports in this Attachment G, or file in location specified in Section 3.1.
* Templates of the above and forms are available at: <http://hidot.hawaii.gov/airports/doing-business/engineering/environmental/construction-site-runoff-control-program/>

Attachment H

SWPPP Amendment Log

Instructions

* A***dd a callout, note, highlight, or other identifier to amended sheets or pages.***  All amendments are to be certified, signed, and dated by the SWPPP Certifying person and completed within 7 calendar days following the occurrence of any of the conditions listed below.
* The amended SWPPP and/or BMP Map, as applicable, shall be uploaded ***to Veoci for review and approval by AIR-EE.***

The SWPPP shall be amended when:

* New contractors become active in construction activities on the site
* Changes are made to the construction plans, stormwater control measures, pollution prevention measures, or other activities at the site
* Areas on the site map where operational control has been transferred (and the date of transfer) since initiating permit coverage
* Inspections or investigations by site staff, or by local, state, or federal officials determine that SWPPP modifications are necessary for compliance with the Project permit
* DOH determines it is necessary to impose additional requirements on the discharge
* Revisions to applicable federal, state, and local requirements affect stormwater control measures implemented at the site

|  |  |  |  |
| --- | --- | --- | --- |
| **No.** | **Amendment Description** | **Page Number(s)** | **Amendment Date** |
|  |  |  |  |
| **Amendment Certification** |
|  |  |
| Name | Certification Date |
|  |
|  |
| Signature |

[Add rows as needed]

1. <https://hidot.hawaii.gov/airports/doing-business/engineering/environmental/construction-site-runoff-control-program/> [↑](#footnote-ref-2)
2. <https://hidot.hawaii.gov/airports/doing-business/engineering/environmental/construction-site-runoff-control-program/ssbmp-plan-template/> [↑](#footnote-ref-3)
3. A person is a duly authorized representative only if: (1) The authorization is made in writing by the DOT Director; (2) The authorization specifies either an individual or a position having responsibility for the overall operation of the regulated facility or activity such as the position of plant manager, operator of a well or a well field, superintendent, position of equivalent responsibility, or an individual or position having overall responsibility for environmental matters for the company, (A duly authorized representative may thus be either a named individual or any individual occupying a named position.); and (3) The written authorization is submitted to the DOH Director. [↑](#footnote-ref-4)
4. <https://hidot.hawaii.gov/airports/doing-business/engineering/environmental/construction-site-runoff-control-program/construction-permitting-guidance-for-doh-submittals/> [↑](#footnote-ref-5)
5. HRS §342D-1 defines “State Waters” as all waters, fresh, brackish, or salt, around and within the State, including, but not limited to, coastal waters, streams, rivers, drainage ditches, ponds, reservoirs, canals, ground waters, and lakes. For purposes of this SWPPP, canals and drainage ditches specified in DOTA NPDES permits shall be included in this section. Stormwater control features (e.g., conveyance channels, storm drain inlets, sediment basins) are not considered State waters. [↑](#footnote-ref-6)
6. [↑](#footnote-ref-7)
7. https://health.hawaii.gov/cwb/files/2020/10/NPDES-Construction-Storm-Water-General-Permit-FAQs.pdf [↑](#footnote-ref-8)
8. Per HAR 11-55, Appendix C, Section 9.1.1., a ”qualified person” is defined as, “a person knowledgeable in the principles and practice of erosion and sediment controls and pollution prevention, who possesses the skills to assess conditions at the construction site that could impact stormwater quality, and the skills to assess the effectiveness of any stormwater controls selected and installed to meet the requirements of this permit.” [↑](#footnote-ref-9)
9. <http://hidot.hawaii.gov/airports/doing-business/engineering/environmental/construction-site-runoff-control-program/> [↑](#footnote-ref-10)
10. <https://hidot.hawaii.gov/airports/doing-business/engineering/environmental/construction-bmp-training-survey/> [↑](#footnote-ref-11)
11. The requirement to install stormwater controls prior to earth-disturbance of the project does not apply to the earth disturbance associated with the installation of these controls. [↑](#footnote-ref-12)
12. <https://hidot.hawaii.gov/airports/doing-business/engineering/environmental/construction-site-runoff-control-program/> [↑](#footnote-ref-13)
13. “Immediately” refers to the same day the corrective action is found. If the problem is identified at a time in the workday when it is too late to initiative corrective action, the initiation of corrective action must begin on the following work day. [↑](#footnote-ref-14)