

DOT&PF SWPPP Template

January 2012

General Instructions

The Alaska Department of Transportation and Public Facilities (DOT&PF) has developed its own SWPPP template to assist you in writing a SWPPP that is consistent with the Alaska Department of Environmental Conservation (DEC) SWPPP template and the DOT&PF contract specifications. Other SWPPP development resources are available, such as:

1. DOT&PF *Alaska SWPPP Guide*, which is available on the DOT&PF Storm Water website at: <http://www.dot.state.ak.us/stwddes/desenviron/resources/stormwater.shtml>
2. DOT&PF SWPPP Review Checklist, which is available at: http://www.dot.state.ak.us/stwddes/dcsconst/pop_constforms.shtml
3. The *Alaska Storm Water Guide*, available on the DEC's website at: <http://dec.alaska.gov/water/wnpspc/stormwater/docs/AKSWGGuide.pdf>.
4. The U.S. Environmental Protection Agency (EPA) guidance *Developing Your Stormwater Pollution Prevention Plan*, available on EPA's website at: www.epa.gov/npdes/swpppguide,
5. EPA's *National Menu of Stormwater Best Management Practices*, available at: <http://cfpub.epa.gov/npdes/stormwater/menuofbmps/index.cfm>

Using the DEC SWPPP Template

The DOT&PF SWPPP template uses the DEC template, but with some required modifications, described in the Specific Instructions below. The DEC SWPPP template is available at <http://dec.alaska.gov/water/wnpspc/stormwater/Index.htm>. Please use the current version available on DEC's website. Then incorporate the DOT&PF modifications, which are outlined in the order they appear in the DEC SWPPP template.

Specific Instructions

Cover Page

Include both the Contractor's and DOT&PF's permit tracking numbers once they are available (and any other tracking numbers if there are additional Operators).

Record of SWPPP Amendments

Delete this page. DOT&PF has developed a form for SWPPP Amendments to include in the Appendices.

SECTION 1 – GENERAL INFORMATION

2.0: Storm Water Contacts

Identify the individuals in the following positions:

Storm Water Lead (SWPPP Manager)

Person(s) Updating the SWPPP (Contractor's Superintendent and/or SWPPP Manager)

Persons Conducting Inspections (Contractor's SWPPP Manager and DOT&PF's Storm Water Inspector)

Person Conducting Monitoring (if applicable)

Person Operating Active Treatment System (if applicable)

3.2: Project Site Specific Conditions

In addition to the information in the DEC template, include the size (in inches) of the 2-year, 24-hour storm for the site in this section. To determine the 2-year, 24-hour storm, use the best available information and/or Technical Paper No. 47 from the National Weather Service available at:

http://www.weather.gov/oh/hdsc/PF_documents/TechnicalPaper_No47.pdf

Resources helpful for completing this section include:

- Soils: soil information may be found on the Natural Resources Conservation Service website: <http://www.ak.nrcs.usda.gov/soils/index.html>.
- Growing Season: Information on the growing season can be found in the Alaska Regional Supplement to the Corps of Engineers Wetland Delineation Manual at <http://www.poa.usace.army.mil/reg/Jurisdiction/Alaska%20Regional%20Supplement.pdf>
- Freeze/Thaw Dates: The anticipated dates of fall freeze-up and spring thaw can be found at <http://www.wrcc.dri.edu/summary/Climsmak.html>

6.1 Locations of Other Industrial Storm Water Discharges

If the DOT&PF is not a CGP operator for the site or sites listed in this subsection, then describe the sites and BMPs for them in a separate SWPPP2. In this section, explain which areas are covered within this SWPPP and which are covered within a separate SWPPP2. Also provide information on where the SWPPP2 is available for review.

SECTION 2 – COMPLIANCE WITH STANDARDS, LIMITS, AND OTHER APPLICABLE REQUIREMENTS

7.1: Identify Receiving Waters

In addition to the information in the DEC template, provide the Alaska Department of Fish and Game (DF&G) Anadromous Waters catalog number for receiving water bodies that are listed in the DF&G Anadromous Waters Catalog. The catalog is found at: <http://www.adfg.alaska.gov/sf/SARR/AWC/index.cfm?adfg=maps.interactive>. DOT&PF may also provide consultation documentation regarding anadromous waters.

8.0: Documentation of Permit Eligibility Related to Endangered Species

- BMP description and drawing, as appropriate; the description should include information such as: Purpose, Applicability, and Limitations
- Design specifications
- Installation detail
- Maintenance and inspection requirements
- Removal

When the plans and specifications are used, the reference must include the sheet or page number and these must be appended to the SWPPP. If the specifications and plan sheets do not provide the minimum information, the SWPPP Preparer must provide the missing information in the SWPPP. Any drawing or description developed by the SWPPP Preparer must include the statement “No BMP manual or publication was used for this design.”

- 3) *Manufacturer’s Specification Sheet*: Referencing a Manufacturer’s specification sheet is suitable **only** if it includes all the necessary information listed in the above subsection. When using the manufacturer’s specification sheet(s), provide the product name, manufacturer, and date of copyright, and attach copies of the specification sheet(s) to the SWPPP. It may also be helpful to provide the manufacturer’s website if the information was obtained online.

11.13: Treatment Chemicals

In addition to providing all the information in the DEC template, attach required documentation outlined in the 2011 CGP Part 4.5.1 for the selected chemical(s) in Appendix Q. To document the training for employees using treatment chemicals, use Appendix E.

11.14: Active Treatment System Information

For this section, simply include the packet submitted to DEC in Appendix Q, and refer to this documentation.

11.18: Permanent/Post-Construction BMPs

Add this section to the DEC Template to identify any permanent/post-construction control measures that will be installed during the construction process *and* not discussed elsewhere in the SWPPP (permanent Soil Stabilization measures should be covered in section 11.12).

Examples of Permanent/Post-Construction BMPs include the following:

- Biofilters
- Detention/Retention Devices
- Earth Dikes, Drainage Swales and Lined Ditches
- Infiltration Basins
- Vegetated Strips and/or Swales



Form25D-109.doc

Place Subcontractors Certifications in Appendix E.

APPENDICES

The following is the full list of required Appendices. Those SWPPP Appendices that utilize DOT&PF forms include the appropriate form as an embedded document. To open the form, click twice on the icon. Some Appendices will require the SWPPP Preparer and/or SWPPP Manager to include the appropriate attachments at a later time.

APPENDIX A – SITE MAPS AND DRAWINGS

APPENDIX B – BMP DETAILS

APPENDIX C – PROJECT SCHEDULE

APPENDIX D – SUPPORTING DOCUMENTATION

- **TMDLS**
- **ENDANGERED SPECIES**
- **HISTORIC PROPERTIES**
- **DEC NON-DOMESTIC WASTEWATER PLAN REVIEW NO OBJECTION LETTER (IF REQUIRED)**
- **DEC DEWATERING PERMIT (IF REQUIRED)**
- **ENVIRONMENTAL PERMITS AND COMMITMENTS**

APPENDIX E – DELEGATION OF AUTHORITY, SUBCONTRACTOR CERTIFICATIONS, PROJECT STAFF TRACKING & PERSONNEL QUALIFICATIONS

CONTRACTOR DELEGATION OF AUTHORITY (FORM 25D-108)



Form25D-108.doc

DOT&PF DELEGATION OF AUTHORITY (FORM 25D-107)



Form25D-107.doc

**APPENDIX K – INSPECTION RECORDS
INSPECTION REPORT (FORM 25D-100)**



Form 25D-100.doc

**APPENDIX L – SWPPP PREPARER’S SITE VISIT
PRE-CONSTRUCTION SITE VISIT (FORM 25D-106)**



Form 25D-106.doc

**APPENDIX M – SWPPP AMENDMENT LOG
SWPPP AMENDMENT LOG (FORM 25D-114)**



Form 25D-114.doc

**APPENDIX N – DAILY RECORD OF RAINFALL
DAILY RECORD OF RAINFALL (FORM 25D-115)**



Form 25D-115.doc

APPENDIX O – HAZARDOUS MATERIALS CONTROL PLAN

APPENDIX P – TREATMENT CHEMICAL/ACTIVE TREATMENT SYSTEMS (IF APPLICABLE)

APPENDIX Q – OTHER

- ANTI-DEGRADATION ANALYSIS (IF APPLICABLE)
- CORRESPONDENCE WITH REGULATORY AGENCIES
- NOTICES OF TERMINATION