

INSTRUCTIONS FOR PREPARING A STORMWATER POLLUTION PREVENTION PLAN (SWPPP)

This document presents a template for assembling a Stormwater Pollution Prevention Plan (SWPPP) for public improvement projects administered by the City of Overland Park's Public Works Department. The City does not require that this exact format be used, but a SWPPP must be present on all jobs that hold a City Land Disturbance Permit and coverage under the Kansas Department of Health and Environment (KDHE) Stormwater Runoff from Construction Activities General Permit.

The SWPPP is to be assembled in a 3-ring binder, with four (4) tab dividers for the following sections:

- Section 1: Project Narrative
- Section 2: Regulatory Permits
- Section 3: Drawings
- Section 4: Construction Phase Forms

The template includes a SWPPP cover sheet, table of contents, and section cover sheets with applicable content. General descriptions and instructions are included on the cover sheet of each section to clarify the purpose and intent.

Sections 1, 2, and 3 are the components of the SWPPP that will be assembled by the City (or City's Consultant). Section 4 will be completed by the contractor. The SWPPP will be assembled for the project and provided at the pre-construction meeting. A PDF of the SWPPP will be provided to the Project Manager and the City Construction Inspector.

Section 4 includes forms related to the maintenance of the SWPPP which is the responsibility of the contractor.

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**STORMWATER POLLUTION
PREVENTION PLAN**

Overland Park, Kansas

**Prepared for:
City of Overland Park
8500 Santa Fe Drive
Overland Park, Kansas 66212**

Prepared by:

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SECTION 1

This section describes the nature and sequence of construction activity, site features and sensitive areas to be protected, potential sources of pollution, and a general description and intent of erosion and sediment control BMPs to be implemented. Elements of this section are intended to be project specific and provide adequate information about the project.

SECTION 1: PROJECT NARRATIVE

1. Project and Site Description

The City of Overland Park, Kansas is currently preparing construction plans for [insert project name]. The project involves the construction of [provide general description (i.e. road widening, storm drainage improvements, road or bridge construction, etc)] for the purpose of [describe purpose and need of the project]. Construction activities will commence [provide approximate start date] with an estimated completion date of [provide approximate end date]. Presented in Section 4 of this document is the Contractor's project schedule.

The project site is located at [provide street address, nearest cross streets or general location] in the [provide legal site description: QTR, Section, Township and Range] in Johnson County, Overland Park, Kansas. The total area of the site is [XXX] acres.

Existing site conditions include [describe current land use]. The site has soils, which are classified by the USDA Natural Resources Conservation Service as [enter soil classification]. These soils are described as [enter description]. Existing vegetation consists of [describe vegetation] located [where onsite].

Runoff from the project site is discharged into [describe whether city storm drain, stream, river, etc.; how many major points of discharge on site; and ultimate receiving water body of site; TMDL listed water body]. [This paragraph should also include identification of unique site features that may present erosion and sediment control challenges/concerns including streams, stream buffers, wetlands, steep slopes, or highly erodible soils]

There are [X] major phases of the construction work: [Describe the intended construction sequencing and timing of major activities, including grading activities, road and utility installation, and building phases.]

The estimated total area to be disturbed is [XXX] acres. Soil disturbing activities will primarily include [describe general sequence of activities within each phase, i.e. site grading, installation of storm sewer pipes, inlets, construction of curb & gutter, utilities, retaining walls, etc.]. The primary potential sources of stormwater contamination for this project include soil disturbing activities and construction material spillage [edit this statement as needed to include additional pollutants].

2. Best Management Practices

The purpose of this section is to identify the types of erosion and sediment controls used during construction activities. The locations and details of these Best Management Practices (BMPs) are

included in Section 3 (see Erosion and Sediment Control Plans). This section also addresses the control of other potential storm water pollutant sources.

2.1 Coordination with Construction Activities. The Contractor will be responsible for implementing and maintaining the Best Management Practices (BMPs) through the course of construction. All BMPs shall be sequenced according to activities in the field as follows:

[Add, revise or delete the following bullets in blue font as needed to summarize general sequence of project]

- a) Through each phase of construction, natural areas and features will be protected from disturbance by placement of *[insert method (i.e. signs, construction fence, etc).]*
- b) Clearing and grading will not occur in an area until it is necessary for construction to proceed (see Project Phasing).
- c) Temporary perimeter sediment controls will be installed before any clearing and grading begins.
- d) The stabilized construction site entrance will be constructed before clearing and grading begins.
- e) Areas of clearing and grading, not immediately affected by construction activities, will initiate stabilization measures immediately and completed within 14 days.
- f) Soil stockpiles will be stabilized no later than 14 days from the last construction activity in that area.
- g) Once earthwork activities ceases permanently in an area, stabilization measures will begin immediately and be completed within 14 days.
- h) *[A sediment basin or sediment trap at (indicate location)] will be constructed before any construction begins. Runoff from cleared and graded soils will be directed to the sedimentation basin or trap].*
- i) *[After the entire site is stabilized, the accumulated sediment will be removed from the basin. The sediment basin may be converted to a post construction BMP, as appropriate]*
- j) *[Vegetated swales, bioretention cells, and other post construction stormwater treatment facilities will not be constructed until the entire site is stabilized.]*

2.2 Erosion Control Measures. The following BMPs will be used to stabilize onsite soils and prevent erosion during construction:

[Add, revise or delete the following bullets in blue font as needed to summarize purpose of BMP selected]

- a) *[Permanent seeding and sodding, temporary seeding, hydraulic erosion control, mulch cover]* of disturbed areas when construction activities have temporarily or permanently ceased.
- b) Mulch Cover of disturbed areas when ground cover is required and temporary or permanent seeding is not feasible.
- c) *[Erosion Control blankets, turf reinforcement mats, tackifiers, etc.]* to provide temporary or permanent cover and/or stability to disturbed slopes or channels subject to overland or concentrated surface flow.

- d) Surface Roughening by means of grooving, tracking, disking or ripping of any rough graded slopes not yet ready for seeding or other treatment and which will not be disturbed for a period of 7 days.
- e) Effective dust control measures such as adequate moisture content or approved dust suppressants shall be taken.

2.3 Sediment Control Measures. The following structural BMPs will be utilized to detain, filter or cause settlement of sediment from runoff, as well as measures used to temporarily direct or divert runoff onsite or at the site perimeter.

[Add, revise or delete the following bullets in blue font as needed to summarize purpose of BMP selected]

- a) *[Silt fence, biodegradable logs, berms, dikes, gravel bags, filter socks etc.]* will be used as temporary perimeter sediment controls to divert or detain flows from exposed soils and limit runoff and discharge of pollutants from exposed areas of the site.
- b) *[Temporary slope drains, berms, etc]* shall be used to convey concentrated water from the top of a slope to the toe and thereby preventing erosion over the slope face.
- c) *[Rock barriers, ditch checks, etc.]* will be used in ditches with large or concentrated flows.
- d) *[Filter socks, biodegradable logs, foam dike, rock ditch checks, gravel bags, etc]* will be placed to protect all storm sewer inlets and outlets on or near the site by filtering or temporarily impeding the flow sufficiently to reduce the quantity of sediment carried.
- e) Accumulated sediment behind barriers, traps, etc. shall be removed when it exceeds the volumes specified for any particular measure.
- f) A temporary crossing shall be constructed to allow construction access and crossing of *[name of creek]*.

2.4 Chemical and Waste Control Measures. Presented in Section 4 of this document is a table summarizing the materials or substances with known hazardous properties that are expected to be present on site during construction.

Management of materials and practices, outside of soil disturbing activities, shall be the responsibility of the Contractor. Such activities shall include, but not be limited to, the items shown below:

- a) Waste Disposal - All waste materials will be collected and stored in securely lidded metal dumpsters. The dumpster will meet all local and state solid waste management regulations. All waste and construction debris from the site will be deposited in the dumpsters. The dumpster will be emptied on a periodical basis. No construction waste materials will be buried onsite.
- b) Sanitary Waste - All sanitary waste will be collected from the portable units on a frequent, periodical basis by a licensed sanitary waste management contractor. Portable units will be properly sited and anchored.

- c) Concrete Waste From Concrete Trucks - Excess concrete and concrete wash water shall be returned to the concrete plant or deposited at a designated containment area on site, constructed in a manner to prevent run-off from entering the street, storm water drainage systems or waterways. Wash water may not be deposited in streets, curbs, gutters, storm drains, or waterways.
- d) Hazardous Substances and Hazardous Waste - All hazardous waste materials will be disposed of in the manner specified by local or state regulation or by the manufacturer.

SECTION 2

Include the following permits in this section:

- a) Notice of Intent (NOI) Submitted to KDHE (including attachments and figures, etc.)*
- b) Copy of KDHE Issued Permit Letter and Permit Number*
- c) Copy of KDHE General Permit for Construction*
- d) Copy of KDWP/KSHS Clearance Letters (if applicable)*
- e) Copy of Federal Permits (relevant federal permits including, but not limited to, Corp of Engineers 404 Dredge and Fill Permits)*
- f) Copy of the City of Overland Park Land Disturbance Permit*
- g) Copy of adjacent cities Land Disturbance Permits (if applicable)*

SECTION 3

Attach following drawings to this section:

- a) Vicinity Map - an area map showing the outline of the construction site and the general topographic features of the area at least one mile beyond the project site boundary*
- b) Erosion and Sediment Control Plan Sheets, Detail Sheets and Drainage Area Map*
- c) Erosion and Sediment Control Specifications included in the contract documents.*
- d) Site Map - A copy of the ESC Plan Sheets may be used as a starting point for the site map. This map is a working document that summarizes the implementation of BMPs throughout project construction, including:*
 - Erosion control measures (seeding, sodding, stockpile locations & protection, etc.)*
 - Sediment control measures (inlet protection, perimeter protection, sediment basins, construction entrances, temporary crossings, etc)*
 - Location of chemical and waste controls (i.e. waste disposal, sanitary waste, concrete washouts, fuel and hazardous materials).*

SECTION 4

Insert the following forms in this section:

- *Stormwater Pollution Prevention Plan (SWPPP) Construction/Implementation Checklist*
- *Contractor Certification Form - This form is to be completed by each Contractor responsible for installation, operation, or maintenance of any construction stormwater best management practices (BMPs) necessary to complete the requirements of the Stormwater Pollution Prevention Plan. This completed form must be included in, or kept with, the Stormwater Pollution Prevention Plan for the project.*
- *Inspector and Water Pollution Control Manager's KDOT Construction Stormwater Training Certifications*
- *Contractor's Approved Project Schedule*
- *Potential Construction Site Stormwater Pollutants*
- *Rainfall Log Form – The rainfall log shall be used to record daily rainfall amounts.*
- *Stormwater Construction Site Inspection Report – The Contractor's Environmental Inspector is responsible for conducting regular and rain event inspections using the City's Inspection Report. The Water Pollution Control Manager will serve a quality assurance role that includes reviewing the inspection reports, following-up on deficiencies noted and assessing the effectiveness of the erosion and sediment control BMPs.*
- *SWPPP Modification Log - Include additions of new BMPs, replacement of failed BMPs, significant changes in the activities or their timing on the project, changes in personnel, changes in inspection and maintenance procedures, updates to site maps, etc. (Amendments, as defined in KDHE's Stormwater Runoff Construction Activities General Permit, require approval by the City and authorization from KDHE.)*
- *Final Inspection Report – The final inspection will be conducted jointly by the Contractor's Environmental Inspector and the Project Manager or designated City representative.*
- *Notice of Termination - Submission of the Notice of Termination (NOT) constitutes notice that the party relinquishes authorization for coverage under the Kansas Water Pollution Control general permit, or KDHE authorized successor permits, issued for discharge of Stormwater Runoff from Construction for the construction activity at the site named herein. Completion of the NOT does not automatically relieve the former permittee of any civil, criminal and/or administrative penalties. The form can be found at:
http://www.kdheks.gov/stormwater/download/KDHE_csgp_8-1-2017_NOT.pdf*



NOTICE OF INTENT (NOI)

For Authorization to Discharge Stormwater Runoff from Construction Activities
In accordance with the Kansas Water Pollution Control General Permit
Under the National Pollutant Discharge Elimination System (NPDES)

Submission of this Notice of Intent constitutes notice that the party identified in Section I of this form requests authorization for coverage under the Kansas Water Pollution Control general permit, or KDHE issued successor permits, issued for stormwater runoff from construction activities in the State of Kansas. Becoming a permittee obligates the discharger to comply with the terms and conditions of the general permit. Completion of this NOI does not provide automatic coverage under the general permit. Coverage is provided and discharge permitted when the Kansas Department of Health and Environment (KDHE) authorizes the discharge of stormwater runoff from the construction activities identified on the NOI and supporting documentation. A signed and dated copy of the first page of the NOI indicating the Authorization will be provided to the owner or operator, or all three pages for Conditional Authorizations. Upon authorization of the construction activity discharge, a Kansas permit number and a Federal permit number will be assigned to the construction project. A complete request for Authorization for coverage under the general permit must be submitted or the request will not be processed (see listing on Page 3 of this NOI). KDHE will notify owners or operators whose Notice of Intent (NOI) and supporting documentation for Authorization of stormwater runoff associated with construction activities are incomplete, deficient, or denied.

Please Print or Type.

I. OWNER OR OPERATOR ADDRESS, BILLING, CONTACT & RECORDS LOCATION INFORMATION

A. Owner or Operator's Name:
Company Name:
Owner or Operator's Phone:
Mailing Address:
City: State: Zip:
E-mail Address (optional):
B. Billing Contact Name:
Billing Contact Phone:
Billing Address (if different):
City: State: Zip:
E-mail Address (optional):
C. Contact Name:
Company Name:
Contact Phone:
Mailing Address:
City: State: Zip:
E-mail Address (optional):
D. Address where records will be kept (if not on-site):
Records Address:
City: State: Zip:

II. SITE INFORMATION, Type of Request: [] New Permit Authorization [] Modification of Existing Permit Authorization

A. Project Name:
Site Address:
City: State: Zip:
(Nearest City to Project)
County:
B. LEGAL SITE DESCRIPTION:
QTR of QTR of QTR Section:
Township: South; Range: [] E [] W
Latitude: Longitude: -
Deg. Min. Sec. Deg. Min. Sec.

For Official Use Only:

Received
Amount Paid:
Date:
Initials:
Check No.:
Reviewer
Authorized: [] Y; [] N
Is Authorization Conditional? [] Y; [] N
(if yes, see page 3 of NOI for conditions)
Authorized by:
Secretary, Kansas Department of Health and Environment
Date
KS Permit No.:
Federal Permit No.:

Send completed 3 page NOI form with original signature and all appropriate submittals (see page 3 of NOI) to:

Kansas Department of Health and Environment
Bureau of Water, Industrial Programs Section
1000 SW Jackson, Suite 420
Topeka, KS 66612-1367

Note: A copy of the permit can be obtained at: www.kdheks.gov/stormwater or by submitting a written request to KDHE.

KDHE Contact Information:
Phone: (785) 296-5545
E-mail: kdhe.stormwater@ks.gov

C. EXISTING CONDITIONS/USES

- 1) Is any part of the project located on Indian Country land? Y; N
If yes: Contact EPA regarding discharging stormwater runoff from industrial activities on Indian Country land.
- 2) If stormwater runoff drains to or through a Municipal Separate Storm Sewer System (MS4): MS4 Name: _____
- 3) Name of the first receiving water, stream, or lake: _____, River Basin: _____
- 4) Are contaminated soils present on the site or is there groundwater contamination located within the site boundary? Y; N
If yes: On separate paper describe in detail the locations and concentrations of the contaminants.
- 5) Are there any contaminated soils that will be disturbed or any contaminated groundwater that will be pumped by the proposed construction activity? Y; N
If yes: On separate paper describe the special procedures and erosion and sediment control measures to be implemented to eliminate or minimize the potential to discharge the soil and/or groundwater contaminants.
- 6) Are there any surface water intakes for public drinking water supplies located within 1/2 mile of the site discharge points? Y; N
- 7) Are there any known historical or archeological sites present within the site boundary or any historic structures located within 1000 feet of the project site? Y; N
Note: Include documentation of project-specific coordination with the Kansas Historical Society in making this determination.
- 8) Is any threatened or endangered species habitat located within the site boundary or in the receiving water body? Y; N
Note: Include documentation of project-specific coordination with the Kansas Department of Wildlife, Parks & Tourism in making this determination.
- 9) Will the project impact the line or grade of a stream or does it include dredge or fill of a potential jurisdictional water body or wetlands? Y; N
If yes: Include documentation of project-specific coordination with the US Army Corps of Engineers and/or the Kansas Department of Agriculture, Division of Water Resources in making this determination.
- 10) Are any Critical Water Quality Management Areas, Special Aquatic Life Use Waters, or Outstanding National Resource Waters located within 1/2 mile of the facility boundary? Y; N
If yes: List the names of all such areas and waters: _____

D. PROJECT DESCRIPTION

- 1) Project Description: _____

- 2) Does this NOI include all proposed soil disturbing activities associated with the entire common plan of development? Y; N
If no: Explain what development areas of the site are not included in this NOI and provide contact information, if available, for the party or parties that own or have operational control of these areas:

- 3) Anticipated project Start Date: _____, and Completion Date: _____
- 4) Estimated total area to be disturbed: _____ Acres Total area of the site: _____ Acres
- 5) Do you plan to disturb ten or more acres that are within a common drainage area? Y; N
If yes: Will a sedimentation basin be installed in that drainage area? (Attach design calculations for each sedimentation basin.) Y; N
 If a sediment basin is not feasible, on a separate sheet describe similarly effective erosion and sediment control measures to be implemented in lieu of a sedimentation basin.

E. Maps

Include an area map showing the outline of the construction site and the topographic features of the area at least one mile beyond the project site.

F. EROSION CONTROL PLAN AND BEST MANAGEMENT PRACTICES

- 1) Provide a summary of the sequence of major soil disturbing activities including installation of the corresponding stormwater management and pollution control features.
- 2) Provide one or more site plans covering the anticipated soil disturbing activities showing the limits of disturbance, the existing and proposed elevation contours, the types and locations of erosion/sediment control measures and stormwater management/pollution control features during each phase of construction and the locations where stormwater runoff leaves the construction site.

- 3) Provide a description of the best management practices to be utilized to control erosion and the discharge of sediment and other pollutants in stormwater runoff throughout construction and the design calculations for each sediment basin including total drainage area and storage capacity below the elevation of the mass volume flow outlet device.
- 4) Provide the name and License or Certification Number of the engineer, geologist, architect, landscape architect, or Certified Professional in Erosion and Sediment Control (CPESC) under which the construction stormwater pollution prevention plan has been developed.

Name	License or Certification Number	Profession or Field (Engineer, Architect, etc.)
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III. ANNUAL FEE

Enclose a check for the first year of the annual permit fee specified in K.A.R. 28-16-56 et seq. as amended. Make the check payable to "KDHE". Per K.A.R. 28-16-56, as amended, the current annual permit fee for this general permit is \$60. An invoice for the annual permit fee will be sent to the contact person requesting a permit until such time as the permittee submits a Notice of Termination (NOT).

Failure to pay the annual fee will result in termination of the construction stormwater discharge Authorization.

IV. OWNER OR OPERATOR CERTIFICATIONS

I, the undersigned, certify that a Stormwater Pollution Prevention Plan (SWP2 Plan) will be or has been developed for the construction site described in this NOI and supporting documentation. I further certify that the plan will be implemented at the time construction begins, and, as required by the NPDES general permit for Stormwater Runoff from Construction Activity, will revise the SWP2 plan if necessary.

I understand that continued coverage under the NPDES general permit for Stormwater Runoff from Construction Activities is contingent upon maintaining eligibility as provided for in the requirements and conditions of the general permit, and paying the annual fee.

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.

Signature (owner or operator)	Date
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Name and Official Title (Please print or type. **Form with original signature must be sent to KDHE.**)

Conditions of Authorization - For Official Use Only:

When indicated, Conditions of Authorization are as follows:

A complete request for Authorization for coverage under the general permit must be submitted or the request will not be processed. A complete request for Authorization includes:

- **An NOI form (construction stormwater) with an original authorized signature;**
- **The annual permit fee for the first year; (\$60.)**
- **An area map showing the outline of the construction site and the general topographic features of the area at least one mile beyond the project site boundary;**
- **Sequence of major soil disturbing activities including installation of stormwater management and pollution control features;**
- **A detailed site plan/plans showing the limits of disturbance, existing and proposed contours, erosion and sediment control features, locations where stormwater runoff leaves the construction site;**
- **A narrative summary of the additional erosion and sediment control and other best management practices that will be utilized to prevent or reduce contamination of stormwater runoff from the construction activities;**
- **Total drainage area, storage capacity and design calculations for each sedimentation basin; and**
- **Copies of letters or e-mails documenting coordination with appropriate local, state or federal agencies.**

Stormwater Pollution Prevention Plan (SWPPP)
Construction/Implementation Checklist

- Retain a copy of the SWPPP onsite.
- Make SWPPP available upon request.
- Signed certification forms in SWPPP.
- Identify and record all potential sources of pollution to include: porta-potties, fuel tanks, staging areas, waste containers, chemical storage areas, concrete cure, paints, solvents.
- Describe what kind of construction or waste materials are expected to be stored on-site with updates recorded. Ex. Controls used to reduce pollutants from these materials.
- Identify all operators for the project site and the areas of the site over which each operator has control.

Maintain Records of Construction Activities, including:

- Dates when major grading activities occur.
- Dates when construction activities temporarily or permanently cease on a portion of the site.
- Dates of rainfall and the amount of rainfall.
- Dates and descriptions of the character and amount of any spills of hazardous materials.
- Records of reports filed with regulatory agencies if reportable quantities of hazardous materials spilled.

Prepare Inspection Reports summarizing:

- Inspector name and contact information.
- Project areas and BMPs inspected.
- Observed conditions.
- Update or modify SWPPP to reflect changes at a site that affect discharge, or where inspections identify SWPPP/BMPs as ineffective.
- Retain copies of inspection reports for 3 years from the date permit coverage is terminated.

Report Releases of Reportable Quantities of Oil or Hazardous Materials within 24-hours of their occurrence:

- Notify US EPA National Response Center (800) 424-8802.
- Notify the Kansas Department of Health and Environment: 24-hour Spill Response (785) 296-1679; and Northeast District, Lawrence (785) 842-4600.
- City Project Manager.
- Spills that pose an immediate threat to public safety shall be reported immediately to:
 - Overland Park Fire Department at 911
 - Kansas Division of Emergency Management (785) 291-3333
- Modify the pollution prevention plan to include date of release, circumstances leading to the release and steps taken to prevent reoccurrence of the release.

Modify Pollution Prevention Plan as necessary to:

- Comply with the minimum permit requirements when notified by **U.S. Environmental Protection Agency** or Kansas Dept. of Health and Environment that the plan does not comply.
- Address a change in design, construction operation, or maintenance, which has an effect on the potential for discharge of pollutants.
- Prevent reoccurrence of reportable quantity releases of a hazardous material or oil.



CONTRACTOR'S CERTIFICATION FORM

For Discharge of Stormwater Runoff from Construction Activities In accordance with the Kansas Water Pollution Control General Permit Under the National Pollutant Discharge Elimination System

This form is to be completed by each Contractor responsible for installation, operation, or maintenance of any construction stormwater best management practices (BMPs) necessary to complete the requirements of the Stormwater Pollution Prevention Plan. This completed form must be included in, or kept with, the Stormwater Pollution Prevention Plan for the project identified below.

I certify for myself and the company named below, that I understand the terms and conditions of the Kansas Water Pollution Control general permit that authorizes stormwater discharges associated with construction activity from the construction project identified below, and the Stormwater Pollution Prevention Plan prepared for the project. Said company shall perform all work on the named project below in accordance with the terms and conditions of the Kansas Water Pollution Control general permit and the Stormwater Pollution Prevention Plan prepared for this project.

Name of Project: _____

City: Overland Park County: Johnson State: KS

Kansas Water Pollution Control General Permit No. S-MCST-1703-1

Kansas Permit No. _____ Federal Permit No. _____

Contractor Information

Company Name: _____

Company Address: _____

Company Phone Number: _____

Project Responsibilities: _____

Contractor's Signature: _____ Date: _____

Name (typed or printed): _____

Potential Construction Site Stormwater Pollutants

(Indicate pollutants as appropriate)

	Trade Name Material	Chemical/Physical Description(1)	Storm Water Pollutants(1)
<input type="checkbox"/>	Pesticides (insecticides, fungicides, herbicides, rodenticides)	Various colored to colorless liquid, powder, pellets, or grains	Chlorinated hydrocarbons, organophosphates, carbamates, arsenic
<input type="checkbox"/>	Fertilizer	Liquid or solid grains	Nitrogen, phosphorous
<input type="checkbox"/>	Plaster	White granules or powder	Calcium sulphate, calcium carbonate, sulfuric acid
<input type="checkbox"/>	Cleaning solvents	Colorless, blue, or yellow-green liquid	Perchloroethylene, methylene chloride, trichloroethylene, petroleum distillates
<input type="checkbox"/>	Asphalt	Black solid	Oil, petroleum distillates
<input type="checkbox"/>	Concrete	White solid	Limestone, sand
<input type="checkbox"/>	Glue, adhesives	White or yellow liquid	Polymers, epoxies
<input type="checkbox"/>	Paints	Various colored liquid	Metal oxides, Stoddard solvent, talc, calcium carbonate, arsenic
<input type="checkbox"/>	Curing compounds	Creamy white liquid	Naphtha
<input type="checkbox"/>	Wastewater from construction equipment washing	Water	Soil, oil & grease, solids
<input type="checkbox"/>	Sanitary wastes/sewage	Water, fecal matter	Bacteria, ammonia, nutrients
<input type="checkbox"/>	Wood preservatives	Clear amber or dark brown liquid	Stoddard solvent, petroleum distillates, arsenic, copper, chromium
<input type="checkbox"/>	Hydraulic oil/fluids	Brown oily petroleum hydrocarbon	Mineral oil
<input type="checkbox"/>	Gasoline	Colorless, pale brown or pink petroleum hydrocarbon	Benzene, ethyl benzene, toluene, xylene, MTBE
<input type="checkbox"/>	Diesel fuel	Clear, blue-green to yellow liquid	Petroleum distillate, oil & grease, naphthalene, xylenes
<input type="checkbox"/>	Kerosene	Pale yellow liquid petroleum hydrocarbon	Coal oil, petroleum distillates
<input type="checkbox"/>	Antifreeze/coolant	Clear green/yellow liquid	Ethylene glycol, propylene glycol, heavy metals (copper, lead, zinc)
<input type="checkbox"/>	Erosion	Solid Particles	Soil, sediment

(1)Data obtained from MSDSs when available

RAINFALL LOG

Month:

Year:

Project Name:

Project Location:

City Project #:

Stormwatch Gauge # or Other:

DATE	RAINFALL (inches)	INSPECTION REQUIRED		DATE	RAINFALL (inches)	INSPECTION REQUIRED
1				17		
2				18		
3				19		
4				20		
5				21		
6				22		
7				23		
8				24		
9				25		
10				26		
11				27		
12				28		
13				29		
14				30		
15				31		
16						

Observe and record rainfall totals on each business day at a minimum. Rainfall occurring on nonbusiness days may be collected and measured on the subsequent business day. If no measurement is made (i.e. on a weekend or holiday) record 'n/a'. If no rainfall is received record 0.0 inches.

A SWPPP inspection is required whenever a rainfall total of:
 (1) 0.5 inches or greater is recorded for a single observation, or
 (2) 0.5 inches or more is measured in two consecutive observations when the first observation is less than 0.5 inches. "n/a" as directed above is not considered to be an observation. A measurement of 0.0 inches is considered to be an observation.

RAINFALL LOG (Example)

Month: _____ Year: _____

Project Name: _____

Project Location: _____

City Project #: _____ Stormwatch Gauge # or Other: _____

DATE	RAINFALL (inches)	INSPECTION REQUIRED		DATE	RAINFALL (inches)	INSPECTION REQUIRED
1	0.0	NO		17	0.4	YES
2	0.0	NO		18	0.2	YES
3	0.2	NO		19	0.1	NO
4	0.0	NO		20	0.0	NO
5	0.4	NO		21	0.5	YES
6	0.2	YES		22	0.2	NO
7	0.4	YES		23	0.2	NO
8	0.0	NO		24	0.0	NO
9	0.5	YES		25	0.1	NO
10	0.0	NO		26		
11	0.1	NO		27		
12	0.0	NO		28		
13	0.8	YES		29		
14	0.0	NO		30		
15	0.2	NO		31		
16	0.2	NO				

Observe and record rainfall totals on each business day at a minimum. Rainfall occurring on nonbusiness days may be collected and measured on the subsequent business day. If no measurement is made (i.e. on a weekend or holiday) record 'n/a'. If no rainfall is received record 0.0 inches.

A SWPPP inspection is required whenever a rainfall total of:
 (1) 0.5 inches or greater is recorded for a single observation, or
 (2) 0.5 inches or more is measured in two consecutive observations when the first observation is less than 0.5 inches. "n/a" as directed above is not considered to be an observation. A measurement of 0.0 inches is considered to be an observation.



**Public Works
Stormwater Construction Site Inspection Report**

General Information	
Project Name	City Project No.
Permit Holder/Owner	
Location	
General Contractor	Date of Inspection
Inspector's Name(s)	
Inspector's Contact Information	
Inspection Information	
Describe present phase of construction:	
Type of Inspection: <input type="checkbox"/> Regular <input type="checkbox"/> During storm event <input type="checkbox"/> Post-storm event <input type="checkbox"/> Joint City/Contractor <input type="checkbox"/> Initial	
Weather at time of this inspection? <input type="checkbox"/> Raining <input type="checkbox"/> Snowing <input type="checkbox"/> High Winds <input type="checkbox"/> Sunny/Cloudy <input type="checkbox"/> Snow Cover <input type="checkbox"/> Other:	
Are there any active discharges of sediment from the site at the time of inspection? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, describe:	
Is there evidence of any non-active discharges of sediment from the site that have occurred since the last inspection? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, describe:	
Have deficiencies noted on the last inspection been corrected? <input type="checkbox"/> Yes <input type="checkbox"/> No If no, explain:	

All deficiencies noted on the following pages shall be corrected within 7 days of this inspection.
Copy of inspection report sent to:
1.
2.
3.

BMP/Activity		Corrective Action Needed and Notes
Site complies with Erosion and Sediment Control Plan. Are BMPs in place as required by the site plan?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Sediment leaving site Are sediment deposits evident at discharge points and/or in receiving waters?	<input type="checkbox"/> Yes <input type="checkbox"/> No	

BMP/Activity	Implemented?	Maintenance Required?	Corrective Action Needed and Notes
Solid Waste Management Is trash/debris contained and/or removed regularly?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Installation and Maintenance of Washout Area Are washout facilities (e.g. concrete, paint, stucco) available, clearly marked and maintained? Are non-stormwater discharges (e.g., wash water, dewatering) properly controlled?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Proper Storage and Disposal of Materials Are vehicle and equipment fueling, cleaning, and maintenance areas free of spills, leaks, or any other deleterious material? Are materials that are potential stormwater contaminants stored inside or under cover? Are sanitary facilities made available, properly located and maintained?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Site Stabilization Are all slopes and disturbed areas not actively being worked properly stabilized? Are temporary stabilization measures still in good condition (straw mulch, blankets, hydromulch)?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	

BMP/Activity	Implemented?	Maintenance Required?	Corrective Action Needed and Notes
Installation and Maintenance of Stabilized Site Access Is the construction access preventing sediment from being tracked off-site? Is rock compacted or filled with dirt? Are alternative measures (street sweeping) being done regularly?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Installation and Maintain of Temporary Sediment Controls Are perimeter controls and sediment barriers adequately installed and in good condition (keyed in, runoff getting under or around)? Are natural resource areas (e.g., streams, wetlands, mature trees, etc.) protected with barriers or similar BMPs?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Installation and Maintenance of Inlet Protection Are storm drain inlets protected with approved devices? Do BMPs need maintenance (deteriorating, accumulated sediment)? Is runoff getting around or under BMP?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Installation of Sediment Basin or Trap Is outlet area stabilized? Are sides and overflow stabilized and in good condition? Is capacity at least 80%?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Stockpiles Protected Are all stockpiles located away from streets and drainage areas and properly protected?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Installation and Maintenance of Construction Fencing Along All Critical Areas Are all stream buffers, wetlands and other protected areas designated with fencing to prevent encroachment? (Ex: Orange fencing to keep construction equipment out of stream buffer.)	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Stream Crossings Is stream crossing properly installed per plan including rock? Is disturbance minimized and BMPs in place for disturbed area?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	

Non-Compliance

Describe any incidents of non-compliance not described above:

Signature of Inspector: _____

Date and Time: _____

Signature of WPCM: _____

Date: _____

OVERLAND PARK

K A N S A S

ABOVE AND BEYOND. BY DESIGN.

Public Works Stormwater Construction Site Inspection Report FINAL

General Information	
Project Name	City Project No.
Permit Holder/Owner	
Location	
General Contractor	Date of Inspection
Inspector's Name(s)	
Inspector's Contact Information	

Project Overview
Total Disturbed Acres:
Project Start Date:
Project End Date:

SWPPP Document		
Is SWPPP notebook onsite?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Has copy of SWPPP notebook been given to City Staff?	<input type="checkbox"/> Yes <input type="checkbox"/> No	

Final Site Conditions *		
Has the concrete washout been removed and area cleaned up and stabilized?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
Is the site free of trash and debris?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
Have perimeter control BMPs been removed and any resulting disturbance stabilized?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	

Have all fencing, staking and physical barriers been removed?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
Have all disturbed areas been permanently stabilized?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
Have appropriate grasses/sod/trees been planted?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
Are plants established and actively growing?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
Have streets, gutters and inlets been cleaned of soil and trash?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
Have all sediment control BMPs been removed?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	

***Must be 'Yes' or N/A in order for inspection to pass.**

Signature of Inspector: _____

Date and Time: _____

Signature of WPCM: _____

Date: _____

Approval:

City staff must initial for approval:

_____ A compliance certificate **will be** submitted, as this site has met all the requirements of the City of Overland Park Erosion and Sediment Control standards.

_____ A compliance certificate will **not be** submitted until all above requirements of the City of Overland Park Erosion and Sediment Control standards have been met. The following items must be completed in order for inspection to pass.



NOTICE OF TERMINATION

To Relinquish the Authorization to Discharge Stormwater Runoff from Construction Activities at the Construction Site Described Herein

Submission of this Notice of Termination (NOT) constitutes notice that the party identified below relinquishes authorization for coverage under the Kansas Stormwater Runoff from Construction Activities general permit, or KDHE authorized successor permits, issued for discharge of stormwater runoff for the construction activity at the site named herein. Completion of this NOT does not automatically relieve the former permittee of any civil, criminal and/or administrative penalties.

To be considered complete, the NOT must be signed by the current permittee or a duly authorized representative of the current permittee, and must include the permit number assigned to the construction activity. KDHE will notify any permittee whose NOT is incomplete or deficient.

Please Print or Type:

Name of Project: _____

City: _____ County: _____ State: KS

Kansas Permit No. _____ Federal Permit No. _____

Company Name: _____ Phone: _____

This Notice of Termination is being submitted because: **(check one)**

- The construction project or larger common plan of development is finished and final site stabilization has been completed (pavement, buildings, structures, or perennial vegetation having a density of at least 70% of undisturbed areas at the site cover all areas which have been disturbed - See Part 9 of the NPDES general permit S-MCST-1703-1).
- This project is a house development subdivision project that has had a construction stormwater discharge Authorization for at least 3 years, the vacant lots are all stabilized, and the rate of home construction within the development disturbs less than one (1.0) acre (approximately 5 lots) per year or less than one (1.0) acre of land (approximately 5 lots) remain available for development (see Part 9 of the NPDES general permit S-MCST-1703-1).
- The construction project or larger common plan of development is not finished; however, duplicate authorization for permit coverage* under NPDES general permit S-MCST-1703-1 or KDHE authorized successor permits has been issued and is in effect for all remaining construction activities and all areas disturbed by previous construction activities that have not obtained final stabilization.

* The duplicate Kansas Permit Number is: _____

- The project was cancelled prior to initiating construction activities. The project construction will not be actively pursued under the current authorization for coverage. It is understood that should the project be revived in the future, a new complete application packet with first year annual permit fee will need to be submitted.

I certify under penalty of law that all soil disturbances associated with the construction activity at the construction site named herein meet one of the four criteria indicated above in accordance with Part 9 of the NPDES general permit S-MCST-1703-1. I understand that by submitting this Notice of Termination, I am no longer authorized under the NPDES general permit S-MCST-1703-1 to discharge stormwater associated with construction activity at this construction site. I understand that discharging pollutants in stormwater associated with construction activity to waters of the State is unlawful under K.S.A. 65-164 and 65-165 and the Clean Water Act without authorization by a valid Kansas Water Pollution Control Permit. I understand that by submitting this Notice of Termination, I am not released from liability for any violations of the NPDES general permit S-MCST-1703-1, K.S.A. 65-164 and 65-165, the Kansas Surface Water Quality Standards (K.A.R. 28-16-28 et seq.), or the Clean Water Act. *I also hereby certify that I am authorized to sign this Notice of Termination as a representative of the permittee named herein.*

Signature: _____ Date: _____

Name and Official Title: _____
(Please print or type)

Submit the NOT with original signature to:

Kansas Department of Health and Environment
Bureau of Water, Industrial Programs Section
1000 SW Jackson, Suite 420
Topeka, KS 66612 - 1367