



CITY OF WESTERVILLE

Department of Planning and Development
64 E. Walnut Street, Westerville, Ohio 43081-2308
PO Box 6107, Westerville, Ohio 43086-6107
Phone: (614) 901-6650
Fax: (614) 901-6666

Erosion & Sediment Control Requirements and Criteria

Requirements of City of Westerville Codified Ordinance § 936 (*DISCHARGES INTO SEWERS*) and § 1201 (*SUBDIVISION AND DEVELOPMENT REGULATIONS*) in conjunction with design requirements and criteria noted below shall govern Erosion & Sediment Control Requirements within the City of Westerville.

All earth disturbing activities associated with construction shall provide erosion and sediment control per the City Engineer, the latest edition of the ODNR Rainwater and Land Development Manual and the Ohio EPA's *General Permit Authorization for Storm Water Discharges Associated with Construction Activity Under the National Pollutant Discharge Elimination System* (Ohio EPA's General Construction Permit). Erosion and sediment control plans and details shall be included in mass excavation plans, site improvement plans, tree clearing plans, roadway plans, etc. A stand-alone Stormwater Pollution Prevention Plan (SWP3) is required per Ohio EPA's General Construction Permit.

Erosion and sediment control plans and details shall contain, at a minimum, the following items as applicable:

- a) Storm drain inlet protection
- b) Silt fence (straw wattles are not permitted)
- c) Rock check dam
- d) Construction entrance
- e) Temporary diversion ditch
- f) Staging area
- g) Fuel storage
- h) Concrete washout
- i) Material and debris storage
- j) Temporary skimmer
- k) Temporary stream crossing details
- l) Temporary sediment settling basin
- m) Sequence of construction
- n) Sediment and erosion control standard details
- o) Temporary and permanent seeding
- p) Sediment basin and temporary outlet structure details
- q) Sediment and erosion control quantities (for public improvements only)

Storm Water Pollution (SWP3)

Stand-alone Storm Water Pollution Prevention Plans (SWP3) shall be developed per the latest edition of the Ohio EPA's General Construction Permit for construction activities disturbing one or more total acres of land or will disturb less than one acre of land but are part of a larger common plan of development or sale that will ultimately disturb one or more acres of land. SWP3 plans must be developed to ensure the implementation of BMPs that reduce pollutants in storm water discharges during construction and/or pollutants associated with post-construction activities. The SWP3 shall be kept on-site and updated by the property

owner/developer/contractor's qualified inspection personnel and available for the City of Westerville, City of Westerville's third-party inspector and or Ohio EPA.

The stand-alone Storm Water Pollution Prevention Plan (SWP3) shall be submitted with the project submission to the City of Westerville's ePlan Submission Portal for review. The City of Westerville will review the submitted SWP3 based on the latest edition of Ohio EPA's Storm Water Pollution Prevention Plan Checklist, see Appendix A for a copy.

Maintenance

All temporary and permanent control practices shall be maintained and repaired as needed to ensure continued performance of their intended function. All sediment control practices must be maintained in functional condition until all up-slope areas they control are permanently/finally stabilized (with a density of at least 70% of growth). See Appendix B for a sample Construction Site Inspection Checklist.

Stormwater Construction Site Inspection Requirements per the Ohio EPA General Construction Permit:

The permittee shall assign "qualified inspection personnel" to conduct inspections to ensure that the control practices are functional and to evaluate whether the SWP3 is adequate and properly implemented in accordance with the schedule proposed in Part III.G.1.h of this permit (Ohio EPA's General Construction Permit) or whether additional control measures are required. At a minimum, procedures in a SWP3 shall provide that all controls on the site are inspected:

- *After any storm event greater than one-half inch of rain per 24-hour period by the end of the next calendar day, excluding weekends and holidays unless work is scheduled; and*
- *Once every seven calendar days.*

The inspection frequency may be reduced to at least once every month for dormant site if:

- *The entire site is temporarily stabilized or*
- *Runoff is unlikely due to weather conditions for extended periods of time (e.g., site is covered with snow, ice, or the ground is frozen).*

The beginning and ending dates of any reduced inspection frequency shall be documented in the SWP3.

Once a definable area has achieved final stabilization, the area may be marked on the SWP3 and no further inspection requirements shall apply to that portion of the site.

Following each inspection, a checklist must be completed and signed by the qualified inspection personnel representative. At a minimum, the inspection report shall include:

- i. *the inspection date;*
- ii. *names, titles, and qualifications of personnel making the inspection;*
- iii. *weather information for the period since the last inspection (or since commencement of construction activity if the first inspection) including a best estimate of the beginning of each storm event, duration of each storm event, approximate amount of rainfall for each storm event (in inches), and whether any discharges occurred;*
- iv. *weather information and a description of any discharges occurring at the time of the inspection;*

- v. *location(s) of discharges of sediment or other pollutants from the site;*
- vi. *location(s) of BMPs that need to be maintained;*
- vii. *location(s) of BMPs that failed to operate as designed or proved inadequate for a particular location;*
- viii. *location(s) where additional BMPs are needed that did not exist at the time of inspection; and*
- ix. *corrective action required including any changes to the SWP3 necessary and implementation dates.*

Disturbed areas and areas used for storage of materials that are exposed to precipitation shall be inspected for evidence of or the potential for pollutants entering the drainage system. Erosion and sediment control measures identified in the SWP3 shall be observed to ensure that those are operating correctly. Discharge locations shall be inspected to ascertain whether erosion and sediment control measures are effective in preventing significant impacts to the receiving waters. Locations where vehicles enter or exit the site shall be inspected for evidence of off-site vehicle tracking.

The permittee shall maintain for three years following the submittal of a notice of termination form, a record summarizing the results of the inspection, names(s) and qualifications of personnel making the inspection, the date(s) of the inspection, major observations relating to the implementation of the SWP3 and a certification as to whether the facility is in compliance with the SWP3 and the permit and identify any incidents of non-compliance. The record and certification shall be signed in accordance with Part V.G. of this permit (Ohio EPA's General Construction Permit).

- i. ***When practices require repair or maintenance.*** *If the inspection reveals that a control practice is in need of repair or maintenance, with the exception of a sediment settling pond, it shall be repaired or maintained within 3 days of the inspection. Sediment settling ponds shall be repaired or maintained within 10 days of the inspection*
- ii. ***When practices fail to provide their intended function.*** *If the inspection reveals that a control practice fails to perform its intended function and that another, more appropriate control practice is required, the SWP3 shall be amended and the new control practice shall be installed within 10 days of the inspection*
- iii. ***When practices depicted on the SWP3 are not installed.*** *If the inspection reveals that a control practice has not been implemented in accordance with the schedule contained in Part III.G.1.h of this permit (Ohio EPA's General Construction Permit), the control practice shall be implemented within 10 days from the date of the inspection. If the inspection reveals that the planned control practice is not needed, the record shall contain a statement of explanation as to why the control practice is not needed.*

Inspection Requirements and Enforcement Plan for Private Development Projects

The City of Westerville hires a third-party inspection firm to perform erosion and sediment control inspection at least once every two weeks as well as after storm events resulting in greater than one half inch of rain in a 24 hour period. Erosion and sediment control inspection fees shall be paid by the property owner/developer. The City of Westerville's third-party inspections are **NOT** a replacement of the property owner/developer weekly erosion and

sediment control inspections required by the Ohio EPA General Construction Permit. When a deficiency/non-compliance issue is noted, the City of Westerville's third-party inspector will notify on-site personnel and or the property owner/developer describing the nature of the deficiency, the agreed upon corrective action, and the time period in which to have the deficiency corrected. The City of Westerville's third-party inspector will notify the City of Westerville Engineering Division of deficiencies as well. If deficiencies remain uncorrected, the City of Westerville will contact the property owner/developer directly and follow up via email. A site visit will be scheduled if needed. The City of Westerville may issue a Notice of Violation pursuant to City of Westerville Codified Ordinance § 936.03 (*PROHIBITED DISCHARGES*) and/or proceed with other enforcement measures as provided by this and other applicable provisions of City of Westerville Codified Ordinances.

Appendix A



Construction General Permit OHC000005 Storm Water Pollution Prevention Plan Checklist

State of Ohio Environmental Protection Agency
Division of Surface Water

Facility Name:	Date Received:
SWP3 Reviewer:	Date Reviewed:

Part III.G.1 - Site Description				
Does the SWP3 describe, show or include:	Y	N	N/A	Comments
(a) the nature and type of construction activity (e.g., low density residential, shopping mall, highway, etc.)?				
(b) the area of the site to be disturbed				
(c) the impervious area and percent imperviousness created by the construction activity?				
(d) storm water calculations, (pre and post-construction volumetric runoff coefficients and resulting water quality volume; design details for post-construction storm water facilities and pretreatment practices (e.g. drainage areas, capacities, elevations, outlet details and drain times) and if applicable, explanation of the use of existing post-construction facilities?				
(e) any existing data describing the soil?				
any information on the quality of the storm water discharge from the construction site?				
(f) any information about prior land uses at the site (e.g., was the property used to manage solid or hazardous waste)?				
(g) a description of the condition of on-site streams (e.g. prior channelization, bed instability or headcuts, channels on public maintenance, or natural channels)?				
(h) an implementation schedule which describes the sequence of major construction operations (i.e., grubbing, excavating, grading, utilities infrastructure installation and others) and the implementation of erosion, sediment and storm water management practices or facilities to be employed during each operation of the sequence?				
(i) the name(s) or location(s) of the initial and subsequent surface water bodies receiving the storm water discharge?				
the areal extent and description of the wetland or other special aquatic sites which will be disturbed and/or will receive the storm water discharges?				
(j) a detail drawing of a typical individual lot showing sediment and erosion controls or storm water control practices? (This does not remove responsibility to designate control practices in a SWP3 for critical areas such as steep slopes, stream banks, drainage ways & riparian zones.)				
(k) the location and description of storm water discharges associated with dedicated asphalt and/or concrete batch plants covered by the NPDES construction storm water general permit?				
(l) a cover page identifying the name and location of the site, the name and contact information for site operators and SWP3 authorization agents as well as preparation date, start date, and completion date?				
(m) a log documenting grading & stabilization activity as well as SWP3 amendments that occur after construction commencement?				

Part III.G.1.n - Site Map Requirements				
Does the SWP3 site map show:	Y	N	N/A	Comments
(i) limits of earth-disturbing activity of the site including associated off-site borrow or spoil areas that are not addressed by a separate NOI and associated SWP3?				
(ii) soils types depicted for all areas of the site, including locations of unstable, highly erodible and/or known contaminated soils?				
(iii) existing and proposed contours to delineate drainage watersheds expected during and after major grading activities as well as the size of each drainage watershed, in acres?				
(iv) location of any delineated boundary for required riparian setbacks?				
(v) conservation easements for areas designated as open space, preserved vegetation or otherwise protected from earth disturbing activities with a description of any associated temporary or permanent fencing or signage?				
(vi) surface water locations including springs, wetlands, streams, lakes, water wells, etc., on or within 200 feet of the site, including the boundaries of wetlands or stream channels and first subsequent named receiving water(s) the permittee intends to fill or relocate for which the permittee is seeking approval from the Army Corps of Engineers and/or Ohio EPA?				
(vii) the location of existing and planned buildings, roads, parking facilities, and utilities?				
(viii) include the location of all erosion and sediment control practices, including the location of areas likely to require temporary stabilization during site development?				
(ix) location of sediment traps and basins noting their sediment storage volume and dewatering (detention) volume and contributing drainage area?				
(x) location of permanent storm water management practices (new & existing) as well as pretreatment practices to be used to control pollutants in storm water after construction operations have been completed along with the location of existing and planned drainage features (e.g. catch basins, culverts, ditches, swales, surface inlets and outlet structures)?				
(xi) areas designated for the storage or disposal of solid, sanitary, and toxic wastes (including dumpster areas), areas designated for cement truck washout, and areas for vehicle fueling?				
(xii) location of designated construction entrances where the vehicles will access the construction site?				
(xiii) location of any areas of proposed floodplain fill, floodplain excavation, stream restoration or known temporary or permanent stream crossings?				

Part III.G.2 - Sediment & Erosion Controls				
(a) Preservation Methods	Y	N	N/A	Comments
(1) Has every effort been made to preserve the natural riparian setback adjacent to streams or other surface water bodies? (E.g. preserving existing vegetation, vegetative buffer strips, and existing soil profile and topsoil; and designating tree preservation areas or other protective clearing or grubbing practices.				

OHC000005 – SWP3 Checklist

(2) Have efforts been made to phase in construction activities to minimize the amount of land disturbance at one time?				
(3) Will any portions of the site be left undisturbed (e.g., tree preservation areas)?				
(b) Erosion Control Practices	Y	N	N/A	Comments
(1) Does the SWP3 include erosion controls to provide cover over disturbed soils?				
(2) Does the SWP3 describe the control practices used to re-establish suitable cover (e.g. vegetation) on disturbed areas after grading?				
(3) Does the SWP3 specify the types of stabilization measures to be employed for any time of the year?				
(b)(i) & Part II.B (Table 2): Temporary Stabilization	Y	N	N/A	Comments
For disturbed areas within 50 feet of a stream remaining dormant for over 14 days, will temporary erosion controls be applied within 2 days?				
For disturbed areas over 50 feet away from a stream remaining dormant for over 14 days, will temporary erosion controls be applied within 7 days?				
For disturbed areas that will be left idle over winter, will temporary erosion controls be applied prior to onset of winter weather?				
(b)(i) & Part II.B (Table 1): Permanent Stabilization	Y	N	N/A	Comments
For disturbed areas within 50 feet of a stream at final grade, will permanent erosion controls be applied within 2 days of reaching final grade?				
For disturbed areas remaining dormant for over 1 year or at final grade, will permanent erosion controls be applied within 7 days of the most recent disturbance?				
(b)(ii) Permanent Stabilization of Conveyance Channels				
Will operators undertake special measures to stabilize channels and outfalls and prevent erosive flows?				
(c) Runoff Control Practices - Does the SWP3 incorporate	Y	N	N/A	Comments
(1) measures to reduce flow rates on disturbed areas (e.g., riprap, rock check dams, & pipe slope drains)?				
(2) measures to divert runoff from disturbed areas and steep slopes?				
(d) Sediment Control Practices	Y	N	N/A	Comments
(1) Will sediment control devices be implemented for all areas remaining disturbed for over 14 days?				
(2) Are detail drawings of the sediment controls to be used included in the SWP3?				
(d)(i) Timing of Installing Sediment Controls.	Y	N	N/A	Comments
Does the SWP3 specify that sediment controls will be implemented prior to grading and within 7 days of grubbing?				
Does the SWP3 require additional sediment controls or modifications for changing slopes and topography?				
(d)(ii) Sediment Settling Ponds	Y	N	N/A	Comments
Does the SWP3 include the use of a sediment settling pond? <i>NOTE: This is required for areas with concentrated runoff or when the capacity of sediment barriers or inlet protection has been exceeded.</i>				
Are alternatives proposed in lieu of a required settling pond? These must be equivalent to a sediment settling pond effectiveness.				
Is the dewatering volume appropriately sized (67 yd ³ or 1800 ft ³ per acre of drainage area)?				

OHC000005 – SWP3 Checklist

Is the depth of the dewatering volume for each sediment settling pond ≤ 5 feet?				
Will the dewatering volume drain in 48 hours to 72 hours?				
Is a skimmer specified in the SWP3?				
Has a sediment storage zone volume been provided (≥ 1000 ft ³ per disturbed acre or based on RUSLE calculations)?				
Is the length to width ratio of the settling pond $\geq 2:1$? <i>NOTE: Greater distances from storm water inlet of the pond to the outlet increase effectiveness of sediment settlement.</i>				
Is clean-out of the sediment storage zone specified in the SWP3? (E.g. when sediment occupies 50 percent of the sediment storage zone and prior to conversion to a post-construction BMP.)				
Have public safety concerns been considered in pond design and alternative sediment controls?				
(d)(iii) Sediment Barriers & Diversions	Y	N	N/A	Comments
Are sediment barriers or diversions used to intercept sheet flow? <i>NOTE: Sediment barriers are suitable for sheet flow and not for concentrated storm water flow.</i>				
Are alternative sediment barriers, used in lieu of silt fence, at least 12-inches in diameter?				
Are diversions used to keep runoff away from steep slopes or concentrated flow?				
Do sediment barriers meet the maximum drainage area limits of table 3 or the Rainwater and Land Development manual?				

(d)(iv) Inlet Protection	Y	N	N/A	Comments
Do drain inlets and curb inlets drain into a sediment settling pond?				
Inlets not connected to a sediment settling pond are limited to runoff from \leq one acres?				
Does inlet protection meet acceptable standards?				
(d)(v) Stream Protection	Y	N	N/A	Comments
No structural sediment controls are proposed for use in streams.				
Have efforts been made to limit construction disturbance or activities on stream banks, and the width or number of stream crossings? <i>NOTE: If work along a stream bank is necessary, a non-erodible pad or non-erodible stream diversion dams (sand bags) must be installed. If stream crossings are necessary, a non-erodible stream crossing must be installed.</i>				

Part III.G.2.e – Post-Construction Storm Water Management				
	Y	N	N/A	Comments
Does the SWP3 include the installation of a structural post-construction BMP. <i>NOTE: Projects that do not significantly grade or impact pervious areas or install impervious surface such as park lands do not require the installation of post-construction BMPs.</i>				
Is the construction activity a linear project (e.g., pipeline or utility line installation) that does not result in the installation of additional impervious surface? <i>NOTE: If yes, then the installation of structural post-construction BMPs is not required.</i>				
Maintenance Plans	Y	N	N/A	Comments
Has a long-term maintenance plan been developed or included in the SWP3 for maintenance of the structural post-construction BMP?				

OHC000005 – SWP3 Checklist

<i>NOTE: The long-term maintenance plan must be developed and provided to the post-construction site operator.</i>				
Does the long-term maintenance plan include the following?				
(1) an entity designated for storm water inspection and maintenance responsibilities?				
(2) the routine and non-routine maintenance tasks to be undertaken?				
(3) a schedule for inspection and maintenance?				
(4) any necessary legally binding maintenance easements and agreements?				
(5) construction drawings or excerpts showing the facility plan view and profile, as well as details of the outlet(s)?				
(6) a map showing all access and maintenance easements?				
(7) a description of how pollutants will be removed and disposed of?				
Does the SWP3 include a structural post-construction BMP designed to release the water quality volume over a 24-hour to 48-hour time period?				
Calculation of Water Quality Volume (WQv)	Y	N	N/A	Comments
Is the calculation of the WQv shown? With correct values used for the following:				
(a) runoff coefficient (Rv), where $Rv = 0.05 + 0.9i$ i = ratio of impervious surface				
(b) precipitation depth (P = 0.9 inches)?				
(c) and the drainage area (A) to the BMP?				
If the structural post-construction BMP will be used for sediment storage, does it include a sediment accumulation volume of at least 20% of the WQv?				
If a regional storm water BMP will be used to meet the post-construction requirements, does it:				
(1) meet the design requirement for treating the WQv?				
(2) have a legal agreement established with the BMP owner for long-term maintenance?				
Table 4a Do extended detention practices show an appropriate minimum drain time that shall not discharge more than the first half of the WQv in less than one-third of the drain time? <i>NOTE: Dry = 48 hr; Wet, wetland, permeable pavement, underground storage, and sand/media filtration min. 24, <72 hr.</i>				
Table 4a Do extended detention practices show appropriate design features? <ul style="list-style-type: none"> • Wetland and wet basins: permanent pool = 1WQv • Dry, wet and wetland: sediment storage = 0.2WQv • Dry: forebay and micro-pool or acceptable pretreatment and a protected outlet. Underground storage: acceptable pretreatment capable of $\geq 50\%$ TSS.				
Table 4b Do planned infiltrating practices show an appropriate maximum drain time? Note: Bioretention and infiltration basin ≤ 24 ; infiltration trench, permeable pavement and underground storage ≤ 48 hours.				
Table 4b Do planned infiltrating underground storage practices (for credit) show acceptable of pretreatment of $\geq 80\%$ TSS.				
Small Construction Activities ≤ 2 Acres If the SWP3 proposes to use an alternative BMP instead of a Table 4a or 4b practice,	Y	N	N/A	Comments

OHC000005 – SWP3 Checklist

(1) does the SWP3 provide justification on why a standard BMP is infeasible and their use would prevent the project?				
(2) Is the alternative BMP acceptable to the local MS4 or jurisdiction?				
Transportation Projects	Y	N	N/A	Comments
For (public road construction activities), are the post-construction BMPs designed consistent with the Ohio Department of Transportation’s “Location and Design Manual, Volume Two?”				
Offsite Mitigation of Post-Construction	Y	N	N/A	Comments
If the SWP3 is proposing to use an offsite post-construction BMP, then does the SWP3 include:				
(1) a maintenance agreement or policy is established to ensure operations and treatment long-term?				
(2) the offsite location discharges to the same HUC-12 watershed unit?				
(3) the mitigation ratio of the WQv is 1.5 to 1 or the WQv at the point of retrofit, whichever is greater?				
Previously Developed Areas (Redevelopment)	Y	N	N/A	Comments
For construction of a previously developed area, was one of the following options used to as a post-construction practice:				
(a) 20% net reduction in the site’s volumetric runoff coefficient?				
(b) a BMP sized to treat 20% of the WQv for the previously developed area using a standard BMP from Tables 4a or 4b?				
For construction involving both previously developed and undeveloped land, was equation 3 shown to calculate the WQv? $WQv = 0.9\text{inches} * A * [(Rv_1 * 0.2) + (Rv_2 - Rv_1)]/12$				
Runoff Reduction Practices:	Y	N	N/A	Comments
If the SWP3 proposes to use runoff reduction methods to reduce the WQv or size of post-construction practices, are one of the following acceptable practices being used with appropriate credit? <ul style="list-style-type: none"> • Green Roof • Impervious Surface Disconnection • Rainwater Harvesting • Bioretention Area/Cell • Infiltration Basin • Infiltration Trench • Permeable Pavement (Infiltration) • Underground Storage (Infiltration) • Grass Swale • Sheet Flow to Filter Strip Sheet Flow to Conservation Area				
Do practices meet Ohio EPA’s Rainwater and Land Development Manual specifications?				
Is any runoff reduction practice(s) used to meet the groundwater recharge requirements for the Big Darby Creek Watershed shown in recharge calculations?				
Is any runoff reduction practice used meet post-construction requirement for areas that cannot drain to a structural practice (e.g., backyards of residential lots) shown in calculations?				
Alternative Post-Construction BMPs	Y	N	N/A	Comments

OHC000005 – SWP3 Checklist

If the SWP3 proposes to use alternative post-construction BMPs to those of Tables 4a and 4b practices, has approval been obtained from Ohio EPA? (Attach correspondence & Alt. Practice Form)				

Part III.G.2.f - Surface Water Protection	Y	N	N/A	Comments
Does the site contain any streams, rivers, lakes, or wetlands?				
If so, has the U.S. Army Corps of Engineers been contacted for a determination of impacts requiring Clean Water Act 401 or 404 permitting? (Attach any reference numbers)				
For storm water discharges from BMPs into wetlands, have appropriate BMPs been proposed to treat and diffuse flows?				

Part III.G.2.g - Other Controls				
(Non-sediment pollutant controls, tracking, dust, wastes, dewatering, and contaminated sediments)				
Handling of Toxic or Hazardous Materials	Y	N	N/A	Comments
(1) The SWP3 considers and addresses potential toxic or hazardous wastes and their proper disposal?				
(2) The SWP3 addresses the need and methods to exclude waste materials or wastewater (e.g. from washout) from storm water or waters of the state? and of responding to chemical spills and leaks (e.g. directs to onsite Spill Prevention Control and Countermeasure (SPCC) plan).				
(3) The SWPPP addresses potential materials and responses to chemical spills and leaks (e.g. directs to onsite Spill Prevention Control and Countermeasure (SPCC) plan).				
Waste Disposal	Y	N	N/A	Comments
Covered and leak-proof containers are planned for disposal of debris, trash, hazardous or petroleum wastes?				
As applicable, the SWP3 states that all waste will comply with applicable state or local waste disposal requirements and provisions address issues such as open burning, sanitary wastes and construction and demolition debris?				
Clean Hard Fill	Y	N	N/A	Comments
(1) If disposal of bricks, hardened concrete, and/or soil is planned, are these materials required to be free from contamination that may leach to waters of the state?				
(2) If clean construction wastes will be disposed into the property, have are there any local prohibitions from this type of disposal?				
Construction Chemical Compounds	Y	N	N/A	Comments
(1) Does the SWP3 designate areas used for mixing or storage of compounds such as fertilizers, lime, asphalt, or concrete?				
(2) If so, are these areas located away from watercourses, drainage ditches, field drains, or other storm water drainage areas?				
Equipment Fueling & Maintenance	Y	N	N/A	Comments
(1) Does the SWP3 designate areas used for fueling or performing vehicle maintenance that provide separation from watercourses, drainage ditches, field drains, or other storm water drainage areas?				
(2) If applicable, has a spill prevention control and countermeasures (SPCC) plan been developed?				

OHC000005 – SWP3 Checklist

<p><i>NOTE: An SPCC plan is required for sites which have the following:</i></p> <ul style="list-style-type: none"> • Aboveground oil/fuel storage capacity of more than 1,320 gallons in all containers 55 gallons or greater in volume, or • Underground oil/fuel storage capacity of more than 42,000 gallons. 				
Concrete Wash Waters	Y	N	N/A	Comments
(1) Does the SWP3 designate areas used for concrete chute cleaning or other concrete wash waters that are these areas located away from watercourses, drainage ditches, field drains, or other drainage areas?				
Trench & Ground Water Control	Y	N	N/A	Comments
Does the construction site have an onsite trench or pond that must be dewatered?				
If so, does the SWP3 call for the discharge of potentially turbid water through a filter bag, sump pit, or other sediment removal device?				
Contaminated Soils	Y	N	N/A	Comments
If applicable, does the SWP3 address proper handling and disposal of soils contaminated by petroleum or other chemical spills? <i>NOTE: Contaminated soils must be treated and/or disposed in Ohio EPA approved solid waste management facilities or hazardous waste treatment, storage or disposal facilities.</i>				
If the facility contains contaminated soil, which of the following practices will be used to prevent contamination from being released?				
(1) Berms, trenches, and pits used to collect contaminated runoff and prevent discharges;				
(2) Runoff is planned to be pumped into a sanitary sewer (requires prior approval of the sanitary sewer operator) or into a container for transport to an appropriate treatment/disposal facility;				
(3) Areas of contamination are planned for covering with tarps or other methods that prevent storm water from coming into contact with the material.				
Spill Reporting Requirements	Y	N	N/A	Comments
(1) The SWP3 describes procedures in the event of a small release (less than 25 gallons) of petroleum waste? <i>NOTE: Petroleum-based and concrete curing compounds must have special handling procedures.</i>				
(2) The SWP3 describe what to do in the event of a larger release (25 or more gallons) of petroleum waste? <i>NOTE: Ohio EPA (1-800-282-9378), the local fire department, and the local emergency planning committee (LEPC) must be contacted within 30 minutes of a spill of 25 or more gallons.</i>				
Open Burning	Y	N	N/A	Comments
(1) If applicable, does the SWPPP restrict open burning to legal limits (as defined in OAC 3745-19)?				
Dust Controls/Suppressants	Y	N	N/A	Comments
(1) If dust suppressants are proposed in the SWP3, are application areas away from catch basins for storm sewers or other drainage ways? <i>NOTE: Used oil may not be used as a dust suppressant</i>				
Air Permitting Requirements	Y	N	N/A	Comments
(1) If applicable (e.g. <i>mobile concrete batch plants, mobile asphalt plants, concrete crushers, and large generators</i>) have appropriate				

OHC000005 – SWP3 Checklist

measures been taken to ensure that all air pollution permits have been obtained?				
(2) In the case of applicable restoration or demolition projects, a notification will be submitted to Ohio EPA, Division of Air Pollution Control to determine if asbestos corrective actions are required?				
Process Wastewater/Leachate Management	Y	N	N/A	Comments
All process wastewaters (e.g., equipment washing, leachate associated with on-site waste disposal, and concrete wash-outs) be collected and disposed of properly (e.g., to a publicly-owned treatment works)? <i>NOTE: The NPDES construction storm water general permit only authorizes the discharge of storm water and certain uncontaminated non-storm waters. The discharge of non-storm waters to waters of the state may be in violation of local, state, and federal laws or regulations.</i>				
Additional Concerns	Y	N	N/A	Comments
For construction activities involving the installation and/or replacement of a centralized sanitary system, (including sewer extensions) or a sewerage system (except those serving one, two, and three family dwellings) and potable water lines, a PTI application was submitted to Ohio EPA? <i>NOTE: Coverage under the NPDES construction storm water general permit does not alone authorize the installation of such sanitary sewerage systems or potable water lines.</i>				
Does the SWP3 include measures for implementing good housekeeping practices?				
Does the SWP3 promote the use of protected storage areas for industrial or construction materials to minimize exposure of such materials to storm water?				

Part III.G.2.h - Maintenance				
	Y	N	N/A	Comments
The SWPPP describes adequate repair and maintenance procedures for each temporary and permanent control practice planned in order to ensure continued function.				
Part III.G.2.i - Inspections				
	Y	N	N/A	Comments
The SWP3 states that only “qualified inspection personnel” will perform the inspections?				
The SWP3 requires construction site inspections to be performed once every 7 calendar days; and after every rain event ≥ 0.5 -inch in a 24-hour period by the end of next calendar day (excluding non-working weekends & holidays)?				
The SWP3 states that the inspection frequency may be reduced to monthly for dormant sites if:				
<ul style="list-style-type: none"> the entire site is temporarily stabilized or 				
<ul style="list-style-type: none"> runoff is unlikely due to weather conditions for extended periods of time (e.g., frozen ground)? 				
Does the SWP3 include an inspection checklist (to be completed and signed after every inspection) that includes:				
<ul style="list-style-type: none"> the inspection date; names, titles, and qualifications of inspectors; 				

OHC000005 – SWP3 Checklist

<ul style="list-style-type: none"> • weather for the period since the last inspection (e.g., beginning, duration, & rainfall amount of each storm event and whether a discharge occurred); • weather and a description of any discharges occurring at the time of the inspection; • location(s) of discharges of sediment or other pollutants from the site; • location(s) of BMPs that need to be maintained; • location(s) of BMPs that failed to operate as designed or proved inadequate for a particular location; • location(s) where additional BMPs are needed that did not exist at the time of inspection; • and corrective action required including any changes to the SWP3 necessary and implementation dates 			
<p>The SWP3 details the areas to inspect (disturbed areas; material storage areas; erosion and sediment controls; discharge locations; and vehicle entrance/exit locations)?</p>			
<p>Does the SWP3 state that inspection records will be kept for 3 years after termination of construction activities?</p>			
<p>Does the SWP3 specify the time within which BMPS must be repaired, maintained or a new functional BMP installed? (Within 3 days of inspection for non-sediment pond BMPs, and within 10 days of inspection for sediment ponds to be repaired or cleaned out and replacing a BMP not meeting the intended function or missing from the site.)</p>			

Appendix B



Construction Site Inspection Checklist for OHC000005

By making use of some simple Best Management Practices (BMPs) a construction site operator can do his or her share to protect Ohio's water resources from the harmful effects of sediment. The topography of the site and the extent of the construction activities will determine which of these practices are applicable to any given site, but the BMPs listed here are applicable to most construction sites. For details on the installation and maintenance of these BMPs, please refer to the current ***Rainwater and Land Development, Ohio EPA's Standards for Storm Water Management Land Development and Urban Stream Protection***. The manual is available at http://epa.ohio.gov/dsw/storm/technical_guidance.

Temporary Stabilization

This is the most effective BMP. All disturbed areas that will lie dormant for over 14 days must be stabilized within 7 days of the date the area becomes inactive. The goal of temporary stabilization is to provide cover, quickly. Areas within 50 feet of a stream must be stabilized within 2 days of inactivity. This is accomplished by seeding with fast-growing grasses then covering with straw mulch. Apply only mulch between November 1 and March 31. To minimize your costs of temporary stabilization, leave natural cover in place for as long as possible. Only disturb areas you intend to work within the next 14 days.

Construction Entrances

Construction entrances are installed to minimize off-site tracking of sediments. A stone access drive should be installed at every point where vehicles enter or exit the site. Every individual lot should also have its own drive once construction on the lot begins.

Sediment Ponds

Sediment ponds are required for construction areas with concentrated runoff or when the design capacity of silt fence or inlet protection is exceeded. There are two types of sediment ponds: sediment basins and sediment traps. A sediment trap is appropriate where the contributing drainage area is 5 acres or less. The outlet is an earthen embankment with a simple stone spillway. A sediment basin is appropriate for drainage areas larger than 10 acres. The outlet is an engineered riser pipe with a skimmer or similar device used to dewater the pond at the surface. Often a permanent storm water management pond, such as a retention or detention basin, can be modified to act as a sediment basin during construction. All sediment ponds must be installed within 7 days of first grubbing the area they control, provide a minimum dewatering zone of 67 cubic yards per acre of total contributing drainage area and a sediment settling zone of 34 cubic yards per disturbed acre below the level of the outlet. Sediment basins must be designed to drain the dewatering zone over a 48-hour period.

Sediment Barriers

This is typically used at the perimeter of a disturbed area. It's only for small drainage areas on relatively flat slopes or around small soil storage piles. Not suitable where runoff is concentrated in a ditch, pipe or through streams. For large drainage areas where flow is concentrated, collect runoff in diversion berms or channels and pass it through a sediment pond prior to discharging it from the site. Combination barriers constructed of silt fence supported by straw bales or silt fence embedded within rock check dams may be effective within small channels. As with all sediment controls, sediment barriers must be capable of pooling runoff so that sediment can settle out of suspension. Sediment barriers must be installed within 7 days of first grubbing the area it controls.

Inlet Protection

This must be installed on all yard drains and curb drains when these inlets do not drain to a sediment trap or basin. Even if there is a sediment trap or basin, inlet protection is still recommended, as it will increase the overall sediment removal efficiency. These are best used on roads with little or no traffic. If working properly, inlet protection will cause water to pond. If used on curb inlets, streets will flood temporarily during heavy storms. Check with your municipality before installing curb inlet protection. They may prefer an alternate means of sediment control such as silt fence or ponds.

Permanent Stabilization

All areas at final grade must be permanently stabilized within 7 days of reaching final grade. This is usually accomplished by using seed and mulch, but special measures are sometimes required. This is particularly true in drainage ditches or on steep slopes. These measures include the addition of topsoil, erosion control matting, rock rip-rap or retaining walls. Permanent seeding should be done March 1 to May 31 and August 1 to September 30. Dormant seeding can be done from November 20 to March 15. At all other times of the year, the area should be temporarily stabilized until a permanent seeding can be applied.

Non-Sediment Pollution Control

Although sediment is the pollutant of greatest concern on most construction sites, there are other sources of pollution. Most of these BMPs are easy to implement with a little bit of planning and go a long way toward keeping your site clean and organized. Please be sure to inform all contractors how these BMPs affect their operations on the site, particularly those that will be working near a stream.

Inspection Sheet

INSPECTIONS MUST BE CONDUCTED ONCE EVERY 7 DAYS AND WITHIN 24 HOURS OF A 0.5" OR GREATER RAINFALL. ALL SEDIMENT CONTROLS MUST BE INSTALLED PRIOR TO GRADING AND WITHIN 7 DAYS OF FIRST GRUBBING

GENERAL INSPECTION INFORMATION

Construction Site Inspection Date: _____ Inspector Name: _____
Inspector Title: _____ Qualifications/Certifications: _____

Storm Events of the Last 7 Days

Storm Event Date	Storm Event Time	Storm Event Duration	Total Rainfall Amount (inches)	Discharge Occur? (Y/N)
_____	_____	_____	_____ (inches)	_____
_____	_____	_____	_____ (inches)	_____
_____	_____	_____	_____ (inches)	_____
_____	_____	_____	_____ (inches)	_____

Weather Information at the Time of Inspection

Temperature _____ Climate (Sunny, Cloudy, Rain)? _____ Is Storm Water Being Discharged? _____

Sketch or Small Site Map

Along with a narrative inspection log, Ohio EPA recommends the inspector use a sketch or a reduced photocopy of the site plan showing the location of storm water outfalls and storm drain inlets as well as the location and types of control measures. Problems observed at these locations, or at other locations on the construction site, should be highlighted and any corrective measures undertaken should be drawn in and noted in detail on the front side of the sketch. This method will also be helpful as the permittee is required to update the SWP3 to reflect current site conditions.

CONSTRUCTION ENTRANCES

Key things to look for ...

	Yes	No
1. Has the drive been constructed by placing geotextile fabric under the stone?	<input type="checkbox"/>	<input type="checkbox"/>
2. Is the stone 2-inch diameter?	<input type="checkbox"/>	<input type="checkbox"/>
3. Has the stone been placed to a depth of 6 inches, with a width of 10 feet and a length of at least 50 feet (30 feet for entrances onto individual sublots)?	<input type="checkbox"/>	<input type="checkbox"/>
4. If the drive is placed on a slope, has a diversion berm been constructed across the drive to divert runoff away from the street or water resource?	<input type="checkbox"/>	<input type="checkbox"/>
5. If drive is placed across a ditch, was a culvert pipe used to allow runoff to flow across the drive?	<input type="checkbox"/>	<input type="checkbox"/>

Note areas where repairs or maintenance is needed or where this practice needs to be applied:

SEDIMENT PONDS

Key things to look for ...

	Yes	No
1. Are concentrated flows of runoff directed to a sediment pond?	<input type="checkbox"/>	<input type="checkbox"/>
2. Is sheet-flow runoff from drainage areas that exceed the design capacity of silt fence (generally 0.25 acre or larger) directed to a sediment pond?	<input type="checkbox"/>	<input type="checkbox"/>
3. Is runoff being collected and directed to the sediment pond via the storm sewer system or via a network of diversion berms and channels?	<input type="checkbox"/>	<input type="checkbox"/>
4. Is the sediment pond dewatering zone appropriately sized (67 cubic yards per acre of total drainage area)?	<input type="checkbox"/>	<input type="checkbox"/>
5. Is the sediment pond sediment settling zone appropriately sized (34 cubic yards per acre of disturbed area)?	<input type="checkbox"/>	<input type="checkbox"/>
6. Is the sediment basin designed to be dewatered at the surface through the use of a skimmer or another similar surface water dewatering device?	<input type="checkbox"/>	<input type="checkbox"/>
7. Is the sediment basin designed so that the dewatering zone will drain in no less time than 48 hours?	<input type="checkbox"/>	<input type="checkbox"/>
8. Have the embankments of the sediment pond and the areas that lie downstream of the pond been stabilized?	<input type="checkbox"/>	<input type="checkbox"/>
9. For sediment traps, is there geotextile under the stone spillway and is the spillway saddle-shaped?	<input type="checkbox"/>	<input type="checkbox"/>
10. For sediment traps, which dewater 100% between storms, is the dewatering pipe end-capped, no larger than 6 inches in diameter, perforated and double-wrapped in geotextile?	<input type="checkbox"/>	<input type="checkbox"/>
11. Is the length-to-width ratio between inlet(s) and outlet at least 2:1? NOTE: If not, a baffle should be added to lengthen the distance.	<input type="checkbox"/>	<input type="checkbox"/>
12. Is the depth from the bottom of the basin to the top of the primary spillway no more than 3 to 5 feet?	<input type="checkbox"/>	<input type="checkbox"/>
13. For a modified storm water pond being used as a sediment pond, is the connection between the riser pipe and the permanent outlet water-tight?	<input type="checkbox"/>	<input type="checkbox"/>
14. Was the basin installed prior to grading the site?	<input type="checkbox"/>	<input type="checkbox"/>
15. Is it time to clean-out the sediment pond to restore its original capacity? Generally, sediment should be removed from the sediment settling zone once it's half-full. Stabilize the dredged sediments with seed and mulch.	<input type="checkbox"/>	<input type="checkbox"/>

Note areas where repairs or maintenance is needed or where this practice needs to be applied:

SEDIMENT BARRIERS

Key things to look for ...

	Yes	No
1. Is the silt fence at least 4" to 6" into the ground?	<input type="checkbox"/>	<input type="checkbox"/>
2. Is the silt fence trench backfilled to prevent runoff from cutting underneath the fence?	<input type="checkbox"/>	<input type="checkbox"/>
3. Is the silt fence pulled tight so it won't sag when water builds up behind it?	<input type="checkbox"/>	<input type="checkbox"/>
4. Are the ends brought upslope of the rest of the silt fence so as to prevent runoff from going around the ends?	<input type="checkbox"/>	<input type="checkbox"/>
5. Is the silt fence placed on a level contour? If not, the fence will only act as a diversion.	<input type="checkbox"/>	<input type="checkbox"/>
6. Have all the gaps and tears in the silt fence been eliminated.	<input type="checkbox"/>	<input type="checkbox"/>
7. Is the sediment barrier controlling an appropriate drainage area? Refer to Chapter 6 of Rainwater manual. RULE OF THUMB: Design capacity for 100 linear feet of sediment barrier is 0.5 acres for slopes < 2%, 0.25 acres for slopes 2% to 20%, & 0.125 acres for slopes 20% or more. Generally, no more than 0.25 acres should lie behind 100 feet of sediment barrier at 2% to 20% slope, i.e., the distance between the barrier and the top of the slope behind it should be no more than 125 feet. The allowable distance increases on flatter slopes and decreases for steeper slopes. All non-silt fence sediment barriers must be at least 12-inches in diameter.	<input type="checkbox"/>	<input type="checkbox"/>

Note areas where repairs or maintenance is needed or where this practice needs to be applied:

INLET PROTECTION

Key things to look for ...

	Yes	No
1. Does water pond around the inlet when it rains?	<input type="checkbox"/>	<input type="checkbox"/>
2. Has the fabric been replaced when it develops tears or sags?	<input type="checkbox"/>	<input type="checkbox"/>
3. For curb inlet protection, does the fabric cover the entire grate, including the curb window?	<input type="checkbox"/>	<input type="checkbox"/>
4. For yard inlet protection, does the structure encircle the entire grate?	<input type="checkbox"/>	<input type="checkbox"/>
5. Is the fabric properly entrenched or anchored so that water passes through it and not under it?	<input type="checkbox"/>	<input type="checkbox"/>
6. For yard inlet protection, is the fabric properly supported to withstand the weight of water and prevent sagging? The fabric should be supported by a wood frame with cross braces, or straw bales.	<input type="checkbox"/>	<input type="checkbox"/>
7. Is sediment that has accumulated around the inlet removed on a regular basis?	<input type="checkbox"/>	<input type="checkbox"/>

Note areas where repairs or maintenance is needed or where this practice needs to be applied:

TEMPORARY STABILIZATION

Key things to look for ...

	Yes	No
1. Are there any areas of the site that are disturbed, but will likely lie dormant for over 14 days?	<input type="checkbox"/>	<input type="checkbox"/>
2. Have all dormant, disturbed areas been temporarily stabilized in their entirety?	<input type="checkbox"/>	<input type="checkbox"/>
3. Have disturbed areas outside the silt fence been seeded or mulched?	<input type="checkbox"/>	<input type="checkbox"/>
4. Have soil stockpiles that will sit for over 14 days been stabilized?	<input type="checkbox"/>	<input type="checkbox"/>
5. Has seed and mulch been applied at the proper rate? In general, seed is applied at 3 to 5 lbs per 1000 sq ft and straw mulch is applied at 2-3 bales per 1000 sq ft.	<input type="checkbox"/>	<input type="checkbox"/>
6. Has seed or mulch blown away? If so, repair.	<input type="checkbox"/>	<input type="checkbox"/>

Note areas where repairs or maintenance is needed or where this practice needs to be applied:

PERMANENT STABILIZATION

Key things to look for ...

	Yes	No
1. Are any areas at final grade?	<input type="checkbox"/>	<input type="checkbox"/>
2. Has the soil been properly prepared to accept permanent seeding?	<input type="checkbox"/>	<input type="checkbox"/>
3. Has seed and mulch been applied at the appropriate rate (see Chapter 7 of the <i>Rainwater</i> manual)?	<input type="checkbox"/>	<input type="checkbox"/>
4. If rainfall has been inadequate, are seeded areas being watered?	<input type="checkbox"/>	<input type="checkbox"/>
5. For drainage ditches where flow velocity exceeds 3.5 ft/s from a 10-year, 24-hour storm has matting been applied to the ditch bottom?	<input type="checkbox"/>	<input type="checkbox"/>
6. If the flow velocity exceeds 5.0 ft/s, has the ditch bottom been stabilized with rock rip-rap? NOTE: Rock check dams may be needed to slow the flow of runoff.	<input type="checkbox"/>	<input type="checkbox"/>
7. Has rock rip-rap been placed under all storm water outfall pipes to prevent scouring in the receiving stream or erosion of the receiving channel?	<input type="checkbox"/>	<input type="checkbox"/>
8. For sites with steep slopes or fill areas, is runoff from the top of the site conveyed to the bottom of the slope or fill area in a controlled manner so as not to cause erosion?	<input type="checkbox"/>	<input type="checkbox"/>

Note areas where repairs or maintenance is needed or where this practice needs to be applied:

NON-SEDIMENT POLLUTION CONTROL

Key things to look for ...

	Yes	No
1. Has an area been designated for washing out concrete trucks? Washings must be contained on site within a bermed area until they harden. The washings should never be directed toward a watercourse, ditch or storm drain.	<input type="checkbox"/>	<input type="checkbox"/>
2. Is waste and packaging disposed of in a dumpster? Do not burn them on site.	<input type="checkbox"/>	<input type="checkbox"/>
3. Are fuel tanks and drums of toxic and hazardous materials stored within a diked area or trailer and away from any watercourse, ditch or storm drain?	<input type="checkbox"/>	<input type="checkbox"/>
4. Are streets swept as often as necessary to keep them clean and free from sediment? NOTE: Sediment should be swept back onto the lot - not down the storm sewers.	<input type="checkbox"/>	<input type="checkbox"/>
5. Are stockpiles of soil or other materials stored away from any watercourse, ditch or storm drain?	<input type="checkbox"/>	<input type="checkbox"/>
6. Have stream crossings been constructed entirely of non-erodible material?	<input type="checkbox"/>	<input type="checkbox"/>
7. If an area of the site is being dewatered, is it being pumped from a sump pit or is the discharge directed to a sediment pond? NOTE: if you must lower ground water, the water may be discharged to the receiving stream as long as the water remains clean. Be sure not to co-mingle the clean ground water with sediment-laden water or to discharge it off-site by passing it over disturbed ground.	<input type="checkbox"/>	<input type="checkbox"/>

Note areas where repairs or maintenance is needed or where this practice needs to be applied:
