



Instructions for using the City of Alexandria, VA SWPPP Template
Updated for compliance with the 2024 VPDES Construction General Permit
April 2024

1. Complete all **highlighted** items in the template with information specific to plan for which the SWPPP is being prepared.
2. Insert completed forms into the appropriate appendix. If an appendix section is not used, insert a page with the name of the appendix and the words “not applicable” behind the appendix divider page. If any forms will not be completed until after site plan release, insert a blank form into the appendix and provide a comment with the associated submittal specifying when the form will be completed.
3. Remove this instruction page and update the table of contents prior to submittal.
4. Template items **highlighted in blue** are new requirements for “Construction Dewatering Turbidity Monitoring” in Section II. B) 6 and “Qualifying Precipitation Events” for snowmelt events below in Section IV, “Inspections and Corrective Actions.”

Note: Use of this template is not required for SWPPP submittal but is encouraged to expedite the review process.

Stormwater Pollution Prevention Plan (SWPPP)

For

Plan Name

Plan Number (DSP, DSUP, GRD)

Address

Prepared for:

XXX

Prepared by:

XXX

Date

XXX

Name of Construction Activity
Plan #

Stormwater Pollution Prevention Plan (SWPPP)

In compliance with:

Stormwater Construction General Permit No. VAR10
Virginia Stormwater Management Program
(VSMP)

SWPPP Coordinator:

(Signature)

(Name of Person)

(Title)

(Company)

(Phone #)

(Cell Phone #/pager #)

“I certify under penalty of law that I have read and understand this document and that this document and all attachments were prepared in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.”
"I certify that the SWPPP coordinator named above is my duly authorized representative for this Project".

Signature: _____ Date: _____

[Authorized Representative per Section III K 1 of the Permit, Appendix A]

Name: _____

Title: _____

Legal Entity: _____

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I. Introduction

A) Purpose

This Stormwater Pollution Prevention Plan (SWPPP) has been developed as a requirement of the Virginia Stormwater Management Program (VSMP) General Permit for Discharges of Stormwater from Construction Activities (Permit), as defined in 9VAC 25-880 et seq. The purpose of this SWPPP is to:

- a) Identify potential sources of pollution that may reasonably be expected to affect the quality of stormwater discharges from the construction site, and,
- b) To describe and ensure the implementation of practices that will be used to reduce pollutants in stormwater discharges from the construction site and to assure compliance with the conditions of the Permit.

Implementation of the components of this SWPPP is required as a condition of the Permit (Appendix 1). The City of Alexandria, VA has been granted authority to administer the VSMP program and is therefore the regulatory authority overseeing the implementation of the SWPPP.

B) Background

The Permit has an expiration date of June 30, 2029. To obtain a Permit, operators must submit a Registration Statement (Appendix 2) and complete SWPPP to the City of Alexandria for review and approval prior to the commencement of any land disturbing activities.

The Permit authorizes discharge of stormwater until expiration of the permit once coverage is received or until a Notice of Termination (Appendix 5) is approved. The Permit also authorizes the discharge of stormwater from offsite support activities, provided that certain conditions are met as outlined in the Permit (Part I.A). Certain non-stormwater discharges are also authorized by the Permit, provided the conditions contained in the Permit (Part I.E) are met.

Within 30 days of meeting the conditions found in Part I.F, a Notice of Termination must be submitted to the City. Termination of authorizations to discharge shall be effective upon notification from the Virginia Department of Environmental Quality or within 60 days after submittal of a complete and accurate notice of termination, whichever occurs first.

C) Description of Construction Activity

Insert Narrative description of the nature of the construction activity. Include the function of the project (e.g., high density residential, commercial, townhouses, highway, etc.).

II. SWPPP Requirements

A) General Requirements

1) Deadlines

The SWPPP shall be prepared prior to the submittal of the Registration Statement and shall provide for compliance with the terms and schedule of the Permit beginning with the initiation of land disturbance activities.

2) Incorporation of other plans by reference

The SWPPP requirements of the Permit are satisfied by incorporating by reference other plans developed for this construction activity, provided the other plans meet or exceed the requirements of Part II.A of the Permit. The construction plans developed for this project, **PLAN #**, have been approved by the City of Alexandria. The construction plans meet current City of Alexandria requirements regarding erosion and sediment control and stormwater management, and comply with State regulatory requirements as presented in the Virginia Stormwater Management Handbook, Third Edition, 2024. All plans incorporated by reference into the SWPPP are enforceable under the Permit.

3) SWPPP Administration

The SWPPP is certified in accordance with the Permit per the certification statement contained in the beginning of the SWPPP.

Copies of the SWPPP shall be kept on-site and be made available to the City of Alexandria or other regulatory agencies having authority upon request. The SWPPP shall also be available to all operators identified as having responsibilities to carry out provisions contained in the SWPPP. The SWPPP shall be made available to the agencies listed in the Part II.E.2 of the Permit at the time of on-site inspections. The SWPPP shall be maintained on-site when no personnel are present; if no such location exists on-site, notice of the SWPPP's location shall be posted in accordance with Part II.E of the Permit. Additionally, the SWPPP shall be made available to the public either electronically or by hard copy per Part II.E.3.

Upon commencement of land disturbance, the notice of coverage letter shall be posted conspicuously near the main entrance of the construction activity. The operator shall maintain the posted information until termination of general permit coverage as specified in Part I.F.

4) SWPPP Updates and Modifications

The SWPPP shall be amended whenever there is a change in design, construction, operation, or maintenance of the construction site that has a significant effect on the potential for the discharge of pollutants to surface waters that has not been addressed in

the normal implementation of the SWPPP. The SWPPP shall also be updated whenever it is found to be ineffective in meeting the requirements of the Permit.

The operator shall update the SWPPP as soon as possible, but no later than seven days following any modification to its implementation.

All modifications or updates to the SWPPP shall be noted and shall include the following items:

- a. A record of dates when:
 - (1) Major grading activities occur;
 - (2) Construction activities temporarily or permanently cease on a portion of the site; and
 - (3) Stabilization measures are initiated;
- b. Documentation of replaced or modified controls where periodic inspections or other information have indicated that the controls have been used inappropriately or incorrectly and were modified;
- c. Areas that have reached final stabilization and where no further SWPPP or inspection requirements apply;
- d. All properties that are no longer under the legal control of the operator and the dates on which the operator no longer had legal control over each property;
- e. The date of any prohibited discharges, the discharge volume released, and what actions were taken to minimize the impact of the release;
- f. Measures taken to prevent the reoccurrence of any prohibited discharge; and
- g. Measures taken to address any evidence identified as a result of an inspection required under Part II G.

Amendments, modifications, or updates to the SWPPP shall be signed in accordance with Part III K.

If approval by the City is necessary for the control measure, revisions to the SWPPP shall be completed no later than seven calendar days following approval. Implementation of these additional or modified control measures shall be accomplished as described in Part II.H.

Modifications to the SWPPP shall be noted within the SWPPP modifications form found in Appendix 7. If modification or amended activities cannot be adequately described on the form, additional documentation shall be included within the SWPPP. Dates of major land disturbance, stabilization and activity shall be noted in the records of land disturbance (Appendix 8).

5) Notice of Termination Procedure

Within 30 days of meeting the conditions found in Part I.F, a Notice of Termination must be submitted to the City. Termination of authorizations to discharge shall be effective upon notification from the Virginia Department of Environmental Quality or within 60

days after submittal of a complete and accurate notice of termination, whichever occurs first.

B) Specific Requirements

1) Site Description

The items required by the Permit regarding the site description (Part II.B) can be found in the project design plans, which are incorporated by reference into this SWPPP. A summary of the required elements is provided in the table below, with a reference to the sheet number in the design plans where the required element can be located.

2) Site Description Elements

The following elements can be found on the approved site plan incorporated by reference. For each of the following, the appropriate site plan page numbers or appendix numbers are referenced:

Element	Narrative Description	Location (Plan page or Appendix)
Flows	Directions of stormwater flow and approximate slopes anticipated after major grading activities	X
LOD	Limits of land disturbance including steep slopes and natural buffers around surface waters that will not be disturbed	X
Controls	Locations of major structural and nonstructural control measures including sediment basins and traps, perimeter dikes, sediment barriers, and other measures intended to filter, settle, or similarly treat sediment that will be installed between disturbed areas and the undisturbed vegetated areas, to increase sediment removal and maximize stormwater infiltration	X
Surface waters	Location of surface waters	X
Concentrated Stormwater Discharge	Locations where concentrated stormwater is discharged	X
Support Activities	Locations of support activities, when applicable and when required by the VSMP authority, including but not limited to: (i) areas where equipment and vehicle washing, wheel wash water, and other wash water is to occur; (ii) storage areas for chemicals such as acids, fuels, fertilizers and other lawn care chemicals; (iii) concrete wash out areas; (iv) vehicle fueling and maintenance areas; (v) sanitary waste facilities, including those temporarily placed on the construction site; and (vi) construction waste storage	X

Rain gauge	When applicable, the location of the on-site rain gauge, or the methodology established in consultation with the VSMP authority, used to identify measurable storm events for inspection purposes as allowed by Part II.G.2	X
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3) Controls and Measures

The Permit requires the implementation of various types of controls and measures that are implemented to control pollutants in stormwater discharges from the project site. The Permit specifically requires the implementation of erosion and sediment control practices (both structural and non-structural), stormwater management practices, and specific other controls to reduce pollutants. All E&S and SWM/BMP controls employed in this project were selected to meet and/or exceed state and local requirements and are detailed in the Project Design Plan(s).

4) Erosion and Sediment Control (ESC) Plan

The plan has an erosion and sediment control plan approved by the City as authorized under the Erosion and Sediment Control Regulations (9VAC25-875). The design plans for this project, **Plan #**, contain detailed information regarding erosion and sediment controls used in this project. Specifically, erosion and sediment control measures can be found on Sheet(s) **#**. A brief narrative of each of the following with the appropriate site plan page number describes the approved ESC plan.

- a) Sequence of Activities – **describe the sequence of activities**
- b) Controls and measures - **describe structural and nonstructural E&S practices**
- c) Maintenance of erosion and sediment controls - **describe E&S maintenance**
- d) Soil Stabilization - Permanent or temporary soil stabilization shall be applied to denuded areas within seven days after final grade is reached on any portion of the site;
- e) Nutrient application - Nutrients and/or fertilizers shall be applied in accordance with manufacturer's recommendations or an approved nutrient management plan and shall not be applied during rainfall events;
- f) Inspection Schedule - Inspections shall be conducted at least once every 4 business days or at least once every 5 business days and no later than 24 hours following a measurable storm event.

5) Stormwater Management (SWM) Plan

A Stormwater Management (SWM) Plan has been developed and approved in accordance with Section 13-115 of the Environmental Management Ordinance and Part II.B.3 of the Permit. The design plans for this project, **Plan #**, contain detailed information regarding stormwater management controls used in this project. Specifically, stormwater control measures can be found on Sheet(s) **#**.

6) Pollution Prevention (P2P) Plan

The following Pollution Prevention Plan addresses potential pollution generating activities that may be reasonably be expected to affect the quality of stormwater discharges from construction and related support activities. Specific locations of potential pollutants can be found on the design plans or as referenced on the ESC sheets located in Appendix 12 to be updated in the field. All necessary personnel shall be familiar with practices involved in the prevention, stopping, containing, clean up, and reporting any potential pollutant.

Potential Pollutants -The following have been identified as potential pollutant-generating activities that may reasonably be expected to affect the quality of stormwater discharges from the construction activity, including any support activity:

For the Activities Below, Include only those activities applicable to this site. The location may reference the site plan. The responsible party must be specifically listed or reference the qualified personnel

The contact information for each responsible party can be found in Appendix 11.

Potential Pollutant	Fuels and Oils
Location	
Responsible Party	

Procedures and practices to prevent the discharge of fuels, oils, or petroleum products. (e.g., providing secondary containment such as spill berms, decks, spill containment pallets, providing cover where appropriate, and having spill kits readily available)

Potential Pollutant	Solid waste
Location	
Responsible Party	

Procedures and practices to address solid waste. The exposure of waste materials to precipitation will be minimized by closing or covering waste containers during precipitation events and at the end of the business day or implementing other similarly effective practices. Minimization of exposure is not required in cases where the exposure to precipitation will not result in a discharge of pollutants.

Potential Pollutant	Hazardous or toxic waste
Location	
Responsible Party	

Procedures and practices to prevent the discharge of any hazardous or toxic waste

Potential Pollutant	Soaps, solvents, detergents, and wash water from construction materials, including the clean-up of stucco, paint, form release oils, and curing compounds
Location	
Responsible Party	

Procedures and practices to prevent the discharge of soaps, solvent, detergents, and wash water from construction materials (e.g., providing (i) cover (e.g., plastic sheeting or temporary roofs) to prevent contact with stormwater; (ii) collection and proper disposal in a manner to prevent contact with stormwater; and (iii) a similarly effective means designed to prevent discharge of these pollutants);

Potential Pollutant	Concrete
Location	
Responsible Party	

Direct concrete wash water into a leak-proof container or leak-proof settling basin. The container or basin shall be designed so that no overflows can occur due to inadequate sizing or precipitation. Hardened concrete wastes shall be removed and disposed of in a manner consistent with the handling of other construction wastes. Liquid concrete wastes shall be removed and disposed of in a manner consistent with the handling of other construction wash waters and shall not be discharged to surface waters.

Potential Pollutant	Sanitary Waste
Location	
Responsible Party	

Procedures and practices to prevent the discharge of any sanitary waste

Potential Pollutant	Offsite vehicle tracking
Location	
Responsible Party	

Procedures and practices to address offsite vehicle tracking

Potential Pollutant	Equipment and vehicle washing
Location	
Responsible Party	

Procedures and practices to prevent the discharge of soaps, solvents, detergent and wash water from equipment and vehicle washing. (e.g., locating activities away from surface waters and stormwater inlets or conveyance and directing wash waters to sediment basins

or traps, using filtration devices such as filter bags or sand filters, or using similarly effective controls);

Potential Pollutant	Storage and handling of construction products
Location	
Responsible Party	

Procedures and practices to prevent the discharge of pollutants from the storage, handling, and disposal of construction products, materials, and wastes including (i) building products such as asphalt sealants, copper flashing, roofing materials, adhesives, and concrete admixtures; (ii) pesticides, herbicides, insecticides, fertilizers, and landscape materials; and (iii) construction and domestic wastes such as packaging materials, scrap construction materials, masonry products, timber, pipe and electrical cuttings, plastics, Styrofoam, concrete, and other trash or building materials;

Non-stormwater discharges – Identify all non-stormwater discharges, as authorized in Part I.E of the general permit, that are, or will be, commingled with stormwater discharges from the construction activity, including any applicable support activity

Construction Site Dewatering: Turbidity Monitoring

In accordance with Part II B 8., SWPPP requirements for construction dewatering discharges applies to all surface waters within the City, given the entire City is within the Chesapeake Bay Watershed. Operator shall undertake one of the three options required for controlling and documenting construction dewatering discharges as described in Part II B 8 a. through part II B 8 d. (see attached) The operator’s P2 Plan must be updated effective July 1, 2024, for the monitoring, testing of the sample(s), and corrective action requirements, if applicable. SWPPP inspections must document the results of the monitoring as applicable, with all turbidity monitoring and any necessary corrective actions recorded in the SWPPP.

Dewatering discharges of uncontaminated stormwater or groundwater from footers or foundations of a single-family detached residential structure, not part of a larger development or sale, are exempt from these requirements, provided that such discharges are not discharged directly to surface waters.

Turbidity Monitoring General Procedures:

Identify location of all construction dewatering discharges in the SWPPP

Select, install, implement, and maintain control measures at each dewatering location that minimize pollutants, including suspended solids, in construction dewatering discharges prior to discharging into a stormwater conveyance system or surface water.

Provide documentation in the SWPPP that satisfies each of the following:

Sample frequency: At least one grab sample be collected from each construction dewatering discharge when the first discharge at that location occurs, daily thereafter until the dewatering discharge stops, and after any installation of new controls or routine maintenance activity of existing controls.

Sample timing: Grab samples of the construction dewatering discharge shall be collected during the first 15 minutes of the construction dewatering discharge and daily thereafter until the dewatering discharge stops. Upstream grab samples of the receiving stream shall be collected within 15 minutes of the corresponding construction dewatering discharge sample.

Sample location: Grab samples shall be collected after the construction dewatering water has been filtered, settled, or similarly treated and prior to its discharge into a stormwater conveyance system or surface water.

Test methods: Grab samples shall be measured using a turbidity meter that reports results in NTUs or FTUs, and a turbidity meter calibration verification shall be conducted prior to each day's use, consistent with manufacturer recommendations.

Visual monitoring: All dewatering discharges shall be visually monitored for changes in the characterization of effluent discharge.

Recordkeeping: Turbidity monitoring information (i.e., location, date, sample collection time, and turbidity measurement) and any necessary corrective actions taken shall be recorded in the SWPPP

Alternative Threshold Procedures:

To request approval of an alternate benchmark, the operator must submit the following to VADEQ:

1. The current turbidity water quality standard that applies to the receiving water; and
2. Information on the natural or background turbidity level to determine the specific standard for the receiving water, including available data that can be used to establish the natural turbidity levels of the receiving water.

VADEQ will notify the operator of its decision on whether to approve the requested alternate benchmark within 30 days. Until the department approves an alternate benchmark, the operator is required to use option 1, option 2, or option 3 turbidity benchmark and take any required corrective actions if an exceedance occurs.

Corrective Actions (Part II H 2):

When any turbidity measurement of the construction dewatering discharge exceeds the selected benchmark option or visual monitoring indicates a change in the characteristics of effluent discharge the operator shall:

1. Immediately cease the construction dewatering discharge at the location that exceeds the turbidity benchmark or where visual monitoring indicates a change in the characterization of effluent discharge.
2. Determine whether the construction dewatering controls are operating effectively or need routine maintenance or if an additional or alternate control measure is necessary.
3. Make any necessary adjustments, additions, repairs, or replacements to the construction dewatering controls.

Once these corrective action steps are completed and any necessary adjustments, additions, repairs, or replacements are made, the operator may resume its construction dewatering discharge and shall sample for turbidity within 15 minutes of the construction dewatering discharge commencing. No additional corrective action items are required beyond recording the results in the SWPPP.

Pollution Prevention and Awareness Training

Describe procedures for providing pollution prevention awareness to employees.

7) Spill Prevention and Response

Describe practices to prevent and respond to leaks, spills, and other releases including (i) procedures for expeditiously stopping, containing, and cleaning up spills, leaks, and other releases; and (ii) procedures for reporting leaks, spills, and other releases in accordance with Part III G.

In accordance with Part III.G of the Permit, any operator who discharges or causes or allows a discharge of sewage, industrial waste, other wastes or any noxious or deleterious substance or a hazardous substance or oil in an amount equal to or in excess of a reportable quantity established under either 40 CFR Part 110, 40 CFR Part 117, 40 CFR Part 302, or § 62.1-44.34:19 of the Code of Virginia that occurs during a 24-hour period into or upon surface waters or who discharges or causes or allows a discharge that may reasonably be expected to enter surface waters, shall notify the Department of Environmental Quality of the discharge immediately upon discovery of the discharge, but in no case later than within 24 hours after said discovery. A written report of the unauthorized discharge shall be submitted to the department and the VSMP authority within five days of discovery of the discharge. The written report shall contain:

1. A description of the nature and location of the discharge;
2. The cause of the discharge;
3. The date on which the discharge occurred;

4. The length of time that the discharge continued;
5. The volume of the discharge;
6. If the discharge is continuing, how long it is expected to continue;
7. If the discharge is continuing, what the expected total volume of the discharge will be; and
8. Any steps planned or taken to reduce, eliminate and prevent a recurrence of the present discharge or any future discharges not authorized by this general permit.

DEQ Northern Regional Office

Phone: (703) 583-3800

For reports outside normal working hours, leave a message.

Virginia Department of Emergency Management

Emergency Operations Center (EOC)

Phone: 1-(800) 468-8892

All oil or other chemical spills shall be cleaned up immediately upon discovery. Spills large enough to reach the storm sewers shall be reported to the National Response Center at 1-800-424-8802.

In the event of a hazardous spill contact:

City of Alexandria Fire Department

via 911 for all emergencies or (703)746-5200 for a non-emergency

In the event of a non-hazardous spill contact:

The City of Alexandria Transportation & Environmental Services

2900 Business Center Drive

Phone: (703) 746-6499

III. TMDL Compliance

This project is located within the Chesapeake Bay, for which a TMDL wasteload allocation has been established. The Chesapeake Bay TMDL is a comprehensive “pollution diet” to restore the health of the Bay and its local streams, creeks and rivers. The Chesapeake Bay TMDL sets limits on the discharge of nitrogen, phosphorus and sediment to meet water quality standards in the Bay and its tidal rivers.

Discharges of stormwater from construction activities to surface waters identified as impaired in the 2012 § 305(b)/303(d) Water Quality Assessment Integrated Report or for which a TMDL wasteload allocation has been established and approved prior to the term of the general permit for sediment or a sediment-related parameter (i.e., total suspended solids or turbidity) or nutrients (i.e., nitrogen or phosphorus) are not eligible for coverage under the general permit unless the operator develops, implements, and maintains a SWPPP that minimizes the pollutants of concern and, when applicable, is consistent with the assumptions and requirements of the approved TMDL wasteload allocations.

In accordance with Part I.B.4 of the Permit, control measures shall be protective of water quality standards for impaired waters identified as having impairments for pollutants that may be discharged from the construction activity in the 2012 § 305(b)/303(d) Water Quality Assessment Integrated Report.

Stabilization requirements, inspection frequency, and application of nutrients for projects with impaired waters shall follow the guidelines set forth within Part I.B.4. Permanent or temporary soil stabilization shall be applied to denuded areas within seven days after final grade is reached on any portion of the site. Nutrients/fertilizers shall be applied in accordance with manufacturer's recommendations or an approved nutrient management plan and shall not be applied during rainfall events. Inspections must be conducted at least once every 4 business days or at least once every 5 business days and no later than 24 hours following a measurable storm event.

Identify any other the impaired water(s), approved TMDL(s), pollutant(s) of concern, and/or exceptional waters identified in 9VAC25-260-30 A 3 c (i.e. Bacteria TMDLs for Hunting Creek, Cameron Run, Holmes Run, and Four Mile Run and PCBs for the tidal portions of the Potomac)

Include this section only for projects that discharge to PCB impaired waters and include the demolition of any structure with at least 10,000 square feet of floor space built or renovated before January 1, 1980:

- Identify the impaired waters, approved TMDLs, and pollutant of concern
- Dispose of waste materials in compliance with applicable state, federal, and local requirements.

IV. Inspections and Corrective Actions

Regular inspections of the construction site shall be performed by qualified personnel. The Permit operator is responsible for ensuring that qualified personnel conduct the inspections. Inspections shall include the review of all disturbed areas, structural and non-structural control measures, material storage areas, and vehicular access points. Inspections shall identify any maintenance needs and evaluate the effectiveness of controls in minimizing sediment and pollutant discharge. Receiving waters shall be inspected to ascertain whether control measures are effective in preventing significant impacts. Inspections shall include all the requirements found Part II.G of the permit.

Inspections shall be conducted at a frequency of at least once every four business days or at least once every five business days and no later than 24 hours following a measurable storm event. In the event a measurable storm event occurs when there are more than 24 hours between business days, the inspection shall be conducted on the next business day.

Qualifying Precipitation Events

For a storm event that produces 0.25 inches or more of rain within a 24-hour period on the first day of the storm and continues to produce 0.25 inches or more of rain on subsequent days, or from a snow event producing 3.25 inches or more of snow within a 24-hour period, the operator is required to conduct an inspection within 24 hours of the first day of the storm and within 24 hours after the last day of the storm that produces 0.25 inches or more of rain. For qualifying snowmelt events, the operator is required to conduct one inspection once the discharge of snowmelt occurs. Additional inspections are only required if, following the discharge from the first snowmelt, there is a discharge from a separate storm event.

Where areas have been temporarily stabilized or land-disturbing activities will be suspended due to continuous frozen ground conditions and stormwater discharges are unlikely, the inspection frequency may be reduced to once per month. If weather conditions (such as above freezing temperatures or rain or snow events) make discharges likely, the operator shall immediately resume the regular inspection frequency.

If adverse weather causes the safety of the inspection personnel to be in jeopardy, the inspection may be delayed until the next business day on which it is safe to perform the inspection. If inspections are delayed due to adverse weather conditions, evidence of the adverse weather conditions shall be included in the SWPPP with the dates of occurrence.

All control measures must be properly maintained in effective operating condition in accordance with good engineering practices and, where applicable, manufacturer specifications. If a site inspection required by Part II.G identifies a control measure that is not operating effectively, corrective action(s) shall be completed as soon as practicable, but no later than seven days after discovery or a longer period as established by the City, to maintain the continued effectiveness of the control measures.

If control measures need to be modified to assure effectiveness or if additional measures are determined to be necessary, implementation shall be completed prior to the next anticipated

measurable storm event or as soon as practicable, but no later than seven days after discovery or a longer period as established by the City.

A report summarizing the inspections and the subsequent maintenance activities shall be completed and maintained as part of the SWPPP. The inspection forms are included in Appendix 9. Records of corrective actions are found in Appendix 10. If an inspection does not identify any incidents of non-compliance, the report shall contain a certification that the construction activity is in compliance with the SWPPP and the permit. Corrective actions for construction dewatering activities shall be followed in accordance with Part II H 2 of 9VAC25-880.

The inspection report shall be included into the SWPPP no later than four business days after the inspection is complete. The report shall be signed in accordance with Part III K of the permit.

V. Qualified Personnel

Regular inspections must be performed by “Qualified Personnel”.

"Qualified personnel" means a person knowledgeable in the principles and practices of erosion and sediment and stormwater management controls who possesses the skills to assess conditions at the construction site for the operator that could impact stormwater quality and quantity and to assess the effectiveness of any sediment and erosion control measures or stormwater management facilities selected to control the quality and quantity of stormwater discharges from the construction activity. On or after July 1, 2025, "qualified personnel" shall hold an unexpired Dual Inspector certification issued by the department; an unexpired Inspector for Erosion and Sediment Control [certification] and an unexpired Inspector for Stormwater Management certification, both issued by the department; a Construction General Permit Qualified Personnel Certificate, issued by the department or the Virginia Department of Transportation; or an equivalent certification provided by EPA (currently titled Construction Inspection Training Course).

The name, phone number, and qualifications of the qualified personnel conducting inspections required by this general permit can be found in Contractor Certification Form found in Appendix 4.

VI. Signature Requirements and Delegation of Authority

All reports required by the general permit, including SWPPPs, and other information requested by City shall be signed by a person described in Part III.K.1 of the Permit or by a duly authorized representative of that person. A person is a duly authorized representative only if:

- a) The authorization is made in writing by a person described in Part III.K.1;
- b) The authorization specifies either an individual or a position having responsibility for the overall operation of the regulated facility or activity such as the position of plant manager, operator of a well or a well field, superintendent, position of equivalent responsibility, or an individual or position having overall responsibility for environmental

matters for the operator. (A duly authorized representative may thus be either a named individual or any individual occupying a named position); and

- c) The signed and dated written authorization is included in the SWPPP. A copy of the delegation of authority is found in Appendix 6.

If an authorization under Part III.K.2 of the Permit is no longer accurate because a different individual or position has responsibility for the overall operation of the construction activity, a new authorization satisfying the requirements of Part III.K.2 shall be submitted to the City prior to or together with any reports or information to be signed by an authorized representative.

Appendix 1-VPDES Construction General Permit

Appendix 2-Registration Statement

Appendix 3-Coverage Letter

Appendix 4-Contractor Certification Form for Qualified Personnel

Appendix 5- Notice of Termination

Appendix 6- Delegation of Authority

Appendix 7- Records of SWPPP Amendments, Modifications, and
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