

## Stormwater Pollution Prevention Plan Checklist

This checklist is a guide for the preparation of your SWPPP, and our review and approval of the SWPPP. The items on this checklist are a reference for some of the requirements of the **LDEQ Water Discharge Permit** and in no way takes the place of—or summarizes—all the requirements of the LDEQ Water Discharge General Permit.

**SWPPP Narrative:** Does your SWPPP describe the following?

Required Actions/SWPPP Content	Yes	No
➤ <b>size of area to be disturbed</b> (include staging and parking)		
➤ <b>potential pollutant sources and associated control measures</b>		
➤ <b>intended sequence of activities</b> (include dates for grading activities, temporarily or permanently ceasing activities, and stabilization implementation)		
➤ <b>descriptions and implementation timelines for all erosion control measures</b> (include temporary and permanent stabilization)		
➤ <b>inspection frequency</b> (choose: <u>every seven days</u> <b>or</b> once <u>every 14 days and before storm events and within 24 hours of a storm event</u> )		
Does the plan clearly identify each control measure and who [contractor or subcontractor] will implement each measure?		
Does the plan indicate areas to be inspected, and who will be responsible for SWPPP revisions?		
Will there be a concrete wash out bag to prevent concrete/contaminated runoff from leaving the site?		
Is there a <b>signed Certification Statement</b> ? "I certify under penalty of law..." as stated in the LPDES general permit for construction activities.		

### SWPPP Attachments

Required Maps	Yes	No
<b>General Location Map:</b> Satellite image with project boundaries (include staging/parking areas)		
<b>Pre-construction Drainage Map:</b> Show pre-construction drainage patterns, points of discharge, receiving waterbodies		
<b>BMP Map:</b> Show drainage patterns and sediment controls (including around new drainage infrastructure, entrance, etc.). Show location of waste receptacles, fueling areas, storage areas, etc.		

Required Logs/Forms	Yes	No
<b>Site Inspection Form:</b> Should indicate chosen inspection frequency, locations to be inspected, name and title of inspector, date & weather conditions, locations of discharge due to failure, locations of needed BMP install/repair.		
<b>SWPPP Implementation and/or Revision Log:</b> Should indicate dates and locations of BMPs (include installs, repairs, changes, etc.); should include dates and locations of new BMPs; should indicate dates and details of any other changes (including personnel, timelines, sequence of activities, etc.)		

Other/Miscellaneous	Yes	No
<b>Posting Notice:</b> Provide a copy of posting notice. Notice should include: Name/number for site contact, applicable LPDES permit numbers, location of SWPPP for viewing, etc.		
<b>Endangered Species Report/Research:</b> Should be from current calendar year; can be downloaded for free from government websites. For example, you may use the IPaC tool: <a href="https://ecos.fws.gov/ipac/">https://ecos.fws.gov/ipac/</a>		
<b>Historical Properties Report/Research:</b> Should be from current calendar year; can be searched on the Louisiana Office of Cultural Development/Division of Historic Preservation webpage: <a href="https://www.crt.state.la.us/cultural-development/historic-preservation/national-register/database/index">https://www.crt.state.la.us/cultural-development/historic-preservation/national-register/database/index</a>		

I understand that failure to submit any of the above information will result in the delay of my SWPPP approval. **Further, I understand that this could delay issuance of my permit** (or if my project is under construction, could result in blocked inspections, assessment of fines, and/or a cease and desist).

Permit #/Project Name for File Reference \_\_\_\_\_ SWPPP Contact \_\_\_\_\_

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

### **Stormwater Documentation Requirements**

In compliance with the Louisiana Pollution Discharge Elimination System (LPDES) permit requirements, and the Lafayette Consolidated Government Code of Ordinances Chapter 34, Article V:

1. Any person applying for a permit for a project involving the disturbance of one acre or more shall submit:
  - A site-specific Stormwater Pollution Prevention Plan (SWPPP)
2. Any person applying for a permit for a project involving the disturbance of five acres or more, or that is part of a development involving the disturbance of five acres or more, shall submit:
  - A site-specific Stormwater Pollution Prevention Plan (SWPPP), and
  - A Notice of Intent (NOI) to the Louisiana Department of Environmental Quality (LDEQ) for an LPDES permit for the site.

LCG's personnel will review the SWPPP and proof of NOI submittal when required.

**Note: Missing or incorrect information will delay the issuance of your building permit.** A SWPPP template is available for your use, as is a required checklist. Both the template and the checklist are intended to ensure an efficient review process.

### **Hold Harmless**

Please complete this Certification Form related to LCG's review of your project, SWPPP, and other required stormwater documentation.

***I hereby certify that:*** While Lafayette City-Parish Consolidated Government (LCG) personnel have the right to review my SWPPP and NOI, I shall not be entitled to in any way rely on any such review by LCG personnel. LCG shall not incur any liability regarding the adequacy of any such review. ***I hereby agree to indemnify, defend, and hold harmless the City-Parish*** from and against all liabilities, claims, actions, suits, causes of action, losses, damages, judgments, civil and/or criminal penalties, fines, costs, and demands, including reasonable legal expenses, attorney's fees, and court costs related thereto, ***arising in connection with my SWPPP and/or any determination by the United States Environmental Protection Agency and/or the Louisiana Department of Environmental Quality*** that my SWPPP is somehow inadequate or deficient in any way.

\_\_\_\_\_  
Site name

\_\_\_\_\_  
Site Address

\_\_\_\_\_  
Name of Authorized Representative  
(Type or Print)

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Date