

# DEQ 2021 Industrial Stormwater Permit Stormwater Pollution Control Plan Checklist

**Instructions:** Complete this form and submit with SWPCP. Fill in the appropriate page number(s) indicating the location of information in the SWPCP. At a minimum, the SWPCP must include the components below and describe how the permit registrants intends to comply with the narrative technology-based effluent limit to eliminate or reduce the potential to contaminate stormwater and prevent any exceedance of instream water quality standards.

<b>Site Name:</b>		<b>File No.:</b>	
-------------------	--	------------------	--

Permit Schedule		Requirement	Page #	Comments (For official use only)
<b>New Discharger</b>	Condition I.1.a or b	A new discharger to an impaired water without a TMDL must meet one of the conditions in this section of the permit to obtain coverage		
<b>Signature</b>	A.8.b	Signed and certified in accordance with 40 CFR 122.22		
<b>Title Page</b>	A.10.a	Plan date		
		Name of the site		
		Name of the site operator or owner		
		The name of the person(s) preparing the SWPCP		
		File No. and EPA permit No.		
		Primary SIC code and any co-located SIC codes		
		Contact person(s) name, telephone number and email		
		Physical address, including county		
		Mailing address if different		
<b>General Location Map</b>	A.10.b.i.1	General location of the site in relation to surrounding properties, transportation routes, surface waters and other relevant features		
<b>Site Map (please identify clearly)</b>	A.10.b.i (2-19)	Drainage patterns, with flow arrows		
		Conveyance and discharge structures, such as piping or ditches		
		Exact location of all monitoring points labelled with a unique three-digit identifying number starting with 001, 002, etc.		
		Outline of the drainage area for each discharge point		
		Paved areas and buildings within each drainage area		
		Locations of discharge points if different from monitoring points		
		Areas used for outdoor manufacturing, treatment, storage, or disposal of significant materials		
		Areas of known or discovered significant materials from previous operations		
		Existing structural control measures for minimizing pollutants in stormwater runoff		
		Structural features that reduce flow or minimize impervious areas		
		Material handling and access areas		
		Hazardous waste treatment, storage and disposal facilities		
		Location of wells including waste injection wells, seepage pits, drywells		
		Location of springs, wetlands and other surface waterbodies both on-site and adjacent to the site		
Location of groundwater wells				
Location and description of authorized non-stormwater				

Permit Schedule		Requirement	Page #	Comments (For official use only)
		discharges		
		Location and description of spill prevention and cleanup materials		
		Locations of the following materials and activities if they are exposed to stormwater and applicable:		
		Fueling stations		
		Vehicle and equipment maintenance cleaning areas		
		Loading/unloading areas		
		Locations used for the treatment, storage, or disposal of wastes		
		Liquid storage tanks		
		Processing and storage areas		
		Immediate access roads and rail lines used or traveled by carriers of raw materials, manufactured products, waste material, or by-products used or created by the facility;		
		Transfer areas for substances in bulk		
		Machinery		
		Locations and sources of run-on to your site from adjacent property		
Site Description	A.10.b.ii	A description of industrial activities conducted at the site and significant materials stored, used, treated or disposed of in a manner which exposes those activities or materials to stormwater. Include in the description the methods of storage, usage, treatment or disposal		
	A.10.b.iii	Location and description, with any available characterization data, of areas of known or discovered significant materials from previous operations		
	A.10.b.iv	Regular business hours of operation		
	A.10.b.v	For each area of the site where a reasonable potential exists for contributing pollutants to stormwater runoff, a description of the potential pollutant sources that could be present in stormwater discharges and if the source is associated with a co-located SIC code		
	A.10.b.viii	An estimate of the amount of impervious surface area (including paved areas and building roofs) and the total area drained by each stormwater discharge point to be reported in area units		
	A.1.k	Non-stormwater discharges		
Site Controls	A.10.b.vi	A description of control measures installed and implemented to meet the technology and water quality-based requirements and any applicable sector-specific requirements in Schedule E		
		A description of how the stormwater control measures address potential pollutant sources from industrial activities and significant materials on-site, spills and leaks and authorized non-stormwater discharges		
	A.1.a	Minimize Exposure		
	A.1.b	Oil and Grease		
	A.1.c	Waste chemicals and material disposal		
	A.1.d	Erosion and sediment control		
	A.1.e	Debris control		
	A.1.f	Dust generation and vehicle tracking		
A.1.g	Housekeeping			
Procedures/ Schedules	A.10.b.vi	Include known maintenance schedules and frequency of housekeeping measures		
	A.1.h and A.10.c	<b>Spill prevention and response procedures:</b>		

Permit Schedule		Requirement	Page #	Comments (For official use only)
	A.10.c.i	Procedures for preventing and responding to spills and cleanup		
		Indicate who is responsible for on-site management of significant materials and include their contact information		
		Spills prevention plans required by other regulations may be substituted for this provision if the spill prevention plan addresses stormwater management concerns and the plan is included with the SWPCP		
	A.1.h.v	Develop procedures for expeditiously stopping, containing and cleaning up leaks, spills and other releases		
	A.1.h.vi	Documentation and notification, including OERS number		
	A.1.i and A.10.d	<b>Preventative maintenance:</b> Procedures for conducting inspections, maintenance and repairs to prevent leaks, spills, and other releases from drums, tanks and containers exposed to stormwater		
		Schedules or frequency of maintaining all control measures		
		Schedules of waste collection		
	A.10.e	<b>Operations and Maintenance:</b> Include an operation and maintenance plan for active treatment and passive treatment systems		
		Include system schematic, manufacturer's maintenance and operations specifications		
		Include routine maintenance standards and schedules		
	A.10.f and A.1.j	<b>Employee Education:</b> Develop and maintain an employee orientation and education program to inform personnel of the pertinent components and goals of this permit and the SWPCP		
		Orientation no later than 30 calendar days of hire or change in duties, annually thereafter		
		Include a description of the training content and the required frequency		
	<b>Tier 2 Status</b>	A.10.b.vii	Facility triggered Tier 2 under current permit term <input type="checkbox"/> Yes A description of stormwater treatment controls or source controls, including low impact development, in response to corrective action requirements and operation and maintenance procedures	
Include safety sheets for any stormwater treatment chemicals or substances used in stormwater treatment and stored on site				
<b>Receiving Waters</b>	A.10.ix	The name(s) of the receiving water(s), latitude and longitude of discharge points, and applicable SIC code, if facility has co-located operations		
		If discharge point is to a municipal storm sewer system, name(s) and latitude and longitude of the receiving water and municipality		
<b>Monitoring Locations</b>	A.10.x	The identification of each discharge point and the location(s) where stormwater monitoring will occur as required by Schedule B.6		
		Existing discharge points excluded from monitoring must include a description of the discharge point(s) and data or analysis supporting that the discharge point(s) are substantially similar as described in Schedule B.7.c.ii		

**For Official Use Only**

<b>New applicant:</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No		
<b>New discharger:</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No	New discharger to impaired waters condition met:	<input type="checkbox"/> Yes <input type="checkbox"/> No
		Outstanding Resource Water discharger:	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Existing facilities:</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No	SWPCP update per renewal:	<input type="checkbox"/> Yes <input type="checkbox"/> No
		SWPCP update per Schedule A.9:	<input type="checkbox"/> Yes <input type="checkbox"/> No
		Facility triggered Tier 2 under previous permit term:	<input type="checkbox"/> Yes <input type="checkbox"/> No
		Facility triggered Tier 2 under current permit term:	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Schedule E Requirements:</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No	Schedule E additional information in SWPCP and site plan	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Date received:</b>		Plan Accepted:	<input type="checkbox"/> Yes <input type="checkbox"/> No

**Reviewed by:**

1.

2.

3.

4.

5.

6.

7.

8.

9.

10.