

# City of Mount Vernon Planning Board Storm Water Pollution Prevention Plan (SWPPP) Checklist



All construction activity including clearing, grading, excavating, soil disturbance or placement of fill that results in land disturbance of equal to or greater than one acre, or activities disturbing less than one acre of total land area that is part of a larger common plan of development or sale, even though multiple separate and distinct land development or redevelopment activities may take place at different times on different schedules that are subject to review and approval by the Planning Board of the City of Mount Vernon under subdivision, site plan and/or special permit regulations shall be reviewed subject to the standards contained herein.

## I. General Requirements

All Storm Water Pollution Prevention Plans (SWPP) shall provide the following background information and erosion and sediment controls:

1. Background information about the scope of the project, including location, type and size of project;
2. Site map construction drawing(s) for the project, including a general location map. At a minimum, the site map should show the total site area; all improvements; areas of disturbance; areas that will not be disturbed; existing vegetation; on-site and adjacent off-site surface water(s); wetlands and drainage patterns that could be affected by the construction activity; existing and final slopes; locations of off-site material, waste, borrow or equipment storage areas; and location(s) of the storm water discharges(s).  
The Site map should be at a scale no smaller than 1" ~ 100';
3. Description of the soil(s) present at the site;
4. Construction phasing plan describing the intended sequence of construction activities, including clearing and grubbing, excavation and grading, utility and infrastructure installation and any other activity at the site that results in soil disturbance.
5. Description of the pollution prevention measures that will be used to control litter, construction chemicals and construction debris from becoming a pollutant source in storm water runoff;
6. Description of construction and waste materials expected to be stored onsite with updates as appropriate, and a description of controls to reduce pollutants from these materials including storage practices to minimize exposure of the materials to storm water, and spill -prevention and response;
7. Temporary and permanent structural and vegetative measures to be used for soil stabilization, runoff control and sediment control for each stage of the project from initial land clearing and grubbing to project close-out;
8. A site map construction drawing(s) specifying the location(s), size(s) and length(s) of each erosion and sediment control practice;

9. Dimensions, material specifications and installation details for all erosion and sediment control practices, including the siting and sizing of any temporary sediment basins;
10. Temporary practices that will be converted to permanent control measures;
11. Implementation schedule for staging temporary erosion and sediment control practices, including the timing of initial placement and duration that each practice should remain in place;
12. Maintenance schedule to ensure continuous and effective operation of the erosion and sediment control practice;
13. Name(s) of the receiving water(s);
14. Delineation of SWPPP implementation responsibilities for each part of the site;
15. Description of structural practices designed to divert flows from exposed soils, store flows, or otherwise limit runoff and the discharge of pollutants from exposed areas of the site to the degree attainable; and
16. Any existing data that describes the storm water runoff at the site.

**II. Water Quantity and Water Quality**

Land development or redevelopment activities that meet the following conditions (Condition A, Condition B or Condition C indicated below) shall also include water quantity and water quality controls (post-construction storm water runoff controls) as set forth below:

*Condition A* - Storm water runoff from land development or redevelopment activities discharging a pollutant of concern to either an impaired water identified on the Department's 303(d) list of impaired waters or a Total Maximum Daily Load (TMDL) designated watershed for which pollutants in storm water have been identified as a source of the Impairment.

*Condition B* - Storm water runoff from land development or redevelopment activities disturbing five (5) or more acres.

*Condition C* - Storm water runoff from land development or redevelopment activity disturbing between one (1) and five (5) acres of land during the course of the project, exclusive of the construction of single family residences and construction activities at agricultural properties.

SWPPP Requirements for Condition A, B and C:

1. Description of each post-construction storm water management practice;
2. Site map construction drawing(s) showing the specific location(s) and size(s) of each post-construction storm water management practice;

3. Hydrologic and hydraulic analysis for all structural components of the storm water management system for the applicable design storms;
4. Comparison of post-development storm water runoff conditions with predevelopment conditions;
5. Dimensions, material specifications and installation details for each post construction storm water management practice;
6. Maintenance schedule to ensure continuous and effective operation of each post-construction storm water management practice;
7. Maintenance easements to ensure access to all storm water management practices at the site for the purpose of inspection and repair. Easements shall be recorded on the plan and shall remain in effect with transfer of title to the property;
8. Inspection and maintenance agreement binding on all subsequent landowners served by the on-site storm water management measures in accordance with Art. IV of this chapter; and
10. For Condition A, the SWPPP shall be prepared by a landscape architect, certified professional or professional engineer and must be signed by the professional preparing the plan, who shall certify that the design of all storm water management practices meet the requirements in this chapter.
11. The applicant shall assure that all other applicable environmental permits have been or will be acquired for the land development or redevelopment activity prior to approval of the final storm water design plan.
12. Each contractor and subcontractor identified in the SWPPP who will be involved in soil disturbance and/or storm water management practice installation shall sign and date a copy of the following certification statement before undertaking any land development or redevelopment activity: "I certify under penalty of law that I understand and agree to comply with the terms and conditions of the Storm Water Pollution Prevention Plan. I also understand that it is unlawful for any person to cause or contribute to a violation of water quality standards."
13. The certification must include the name and title of the person providing the signature, address and telephone number of the contracting firm; the address (or other identifying description) of the site; and the date the certification is made.

### **III. Issuance of Approval**

The following documents shall serve as the official guides and specifications for storm water management. Storm water management practices that are designed and constructed in accordance with these technical documents shall be presumed to meet the standards imposed by this chapter:

1. The New York State Storm Water Management Design Manual
2. New York Standards and Specifications for Erosion and Sediment Control
3. Equivalence to Technical Standards. Where storm water management practices are not in accordance with technical standards, the applicant or developer must demonstrate equivalence to the technical standards set forth in § 226-11A of this Chapter and the SWPPP shall be prepared by a licensed professional.
4. Water Quality Standards. Any land development or redevelopment activity shall not cause an increase in turbidity that will result in substantial visible contrast to natural conditions in surface waters of the State of New York.

All land development or redevelopment activities shall be subject to the following performance and design criteria:

1. The applicant or developer must execute a maintenance easement agreement that shall be binding on all subsequent landowners served by the storm water management facility. The easement shall provide for access to the facility at reasonable times for periodic inspection by the City to ensure that the facility is maintained in proper working condition to meet design standards and any other provisions established by this chapter.
2. The applicant or developer to provide a performance bond, cash escrow, or irrevocable letter of credit from an appropriate financial or surety institution which guarantees satisfactory completion of the project and names the City as the beneficiary.
3. The developer, prior to construction, may be required to provide the City with an irrevocable letter of credit from an approved financial institution or surety to ensure proper operation and maintenance of all storm water management and erosion control facilities both during and after construction, and until the facilities are removed from operation.