**Guidance on developing your Stormwater Pollution Prevention Plan (SWPPP)**

This template is designed to help guide you through the SWPPP development process. However, you are encouraged to customize this template to reflect the terms and conditions of your construction general permit and conditions at your site, you are free to follow other formats.

A copy of the general permit can be obtained from [DEQ’s webpage here](https://www.deq.virginia.gov/home/showpublisheddocument/24301/638551799284370000).

The general permit contains the applicable Stormwater Pollution Prevention Plan (SWPPP) requirements and other conditions of coverage. **Please print the general permit and read it carefully as you will be responsible for compliance with all of the permit conditions**.

Note in particular the following SWPPP inspection requirements that apply to inspections conducted by the operator:

1) Permanent or temporary soil stabilization shall be applied to denuded areas within seven (7) days after final grade is reached on any portion of the site;

2) Nutrients (e.g., fertilizers) shall be applied in accordance with manufacturer’s recommendations or an approved nutrient management plan and shall not be applied during rainfall events;

3) Inspections shall be conducted at a frequency of (i) at least once every four (4) business days or (ii) at least once every (5) business days and no later than 48 hours following a measurable storm event. In the event that a measurable storm event occurs when there are more than 48 hours between business days, the inspection shall be conducted on the next business day; and **[Note: The operator is required to elect one of the options at the beginning of the project and implement that option through the completion of the project]**

4) Representative inspections used by utility line installation, pipeline construction, or other similar linear construction activities shall inspect all outfalls.

While this checklist is intended for use in preparing your initial SWPPP, your SWPPP is a living and thus changing document. It is intended to be updated regularly to document changes in your project, best management practices (BMPs), Inspections, and other pertinent information through the completion of the project.

This SWPPP, together with all inspection and maintenance reports and data records for the construction activity shall be retained at the construction site during all phases of construction and made available upon request for review by County, State, and Federal Agency representatives.

If you have further questions, please contact the Watershed Management Branch at (703) 792-7070.

[DEQ Resource for Construction General Permit](https://www.deq.virginia.gov/permits/water/stormwater-construction)

EPA Resources:

* [Stormwater Discharges from Construction Activities](http://water.epa.gov/polwaste/npdes/stormwater/Stormwater-Discharges-From-Construction-Activities.cfm)
* [Stormwater Pollution Prevention Plans for Construction Activities](http://water.epa.gov/polwaste/npdes/stormwater/Stormwater-Pollution-Prevention-Plans-for-Construction-Activities.cfm)
* [Developing Your Stormwater Pollution Prevention Plan: A Guide for Construction Sites](http://www.epa.gov/npdes/pubs/sw_swppp_guide.pdf)
* [Construction Site Stormwater Runoff Control](http://water.epa.gov/polwaste/npdes/swbmp/Construction-Site-Stormwater-Run-Off-Control.cfm)

Reference:

Henrico County – Public Works - Stormwater Pollution Prevention Plan templates