

CITY OF ALEXANDRIA - STORM WATER POLLUTION PREVENTION APPLICATION

625 Murray St., Ste 8 Alexandria, La 71301 Permits@cityofalex.com Office (318) 473-1372 Fax (318) 619-3403

A. Project Location Information		IMPORTANT: Applicant must complete Sections A - K	
Project Address		Unit #	
		(In-Office Only)	
		MPN Project #	
B. Construction Schedule		C. Site Erosion Control Inspection Schedule	
☐ Anticipated Start Date = _____ ☐ Anticipated End Date = _____		☐ At least once every 7 days ☐ At least once every 14 days, before anticipated storm events and within 24 hours of the end of a storm event of 0.5 inches or greater.	
D. Site Soil Disturbance Acreage		E. Description of Work to be Performed	
☐ B1. More than or equal to 5 acres ☐ B2. Less than 1 acre but part of a development with more than 5 acres of disturbance ☐ LPDES General Permit # _____ (Required for either B1 or B2 above) ☐ B3. Less than 5 acres but greater than 1 acre ☐ B4. Equal to or less than 1 acre		☐ New construction ☐ Addition to existing ☐ Driveway ☐ Foundation Only ☐ Move / Relocation ☐ Wrecking / Demolition ☐ In no circumstance will any drainage or run-off from this site adversely affect any adjacent property.	
F. Drawings Provided		G. Endangered Species and Historical Sites Verification	
☐ Yes ☐ No Vicinity Map Provided ☐ Yes ☐ No Best Management Practices Site Plan Provided (required)		☐ Visual Verification by: _____ ☐ Website Verification at: _____ ☐ Agency Verification by: _____ ☐ Steps will be taken to minimize impact on either or both	
H. Construction related to Soil Disturbance		I. Best Management Practices to be used (Check all that apply)	
(Describe the scope of work proposed)		<u>Methods during construction:</u> ☐ Stabilized site entrance ☐ Silt fence sediment barrier ☐ Hay bale protection ☐ Degradable rolled tubes ☐ Designated wash-out area ☐ Material staging area ☐ Waste management ☐ Protect storm drain inlets ☐ Protect erosion on slopes ☐ Check dams ☐ Stabilize soils <u>Methods after construction:</u> ☐ Sod / Seed / Hyrdoseed ☐ Erosion control matting ☐ Rip-rap for stabilization	
J. Identification - Owner, Contractor, Designer (all correspondence sent through email)			
Owner	Entity Name	Email Address	Phone
			Contact
Contractor	Entity Name	Email Address	Phone
			Contact
SWPPP Responsible Party	Entity Name	Email Address	Phone
			Contact
K. Signature of Applicant One copy submitted to COA and one copy to remain on jobsite throughout construction.			
1. I certify under penalty of law that this document and all attachments were prepared under my direction or supervision 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. 2. Information and requirements for Storm Water Pollution Plans with examples of Best Management Practices are available at La Department of Environmental Quality website at www.deq.org . 3. One completed application form shall be submitted to COA Construction Development Department prior to permit being issued. One copy of the application and maintenance inspection report shall remain on the jobsite throughout construction available for review by Inspectors.			
Signature _____		Date _____	

STORM WATER POLLUTION PREVENTION COMPLIANCE & CONTACT INFO

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L. Compliance Requirements & Contact Information:			
Louisiana Department of Environmental Quality	Rapides Parish is under the Northeast Regional Jurisdiction of LA DEQ. Regional contact is Faith Stephens at 318-362-5429. Check for updates at www.deq.state.la.us. Clean Water Act was passed in 1972 with provisions for enforcement passed in 1987. General Construction Permits from DEQ are: LAR100000 for large construction sites (5 acres or greater) or LAR200000 for small construction sites (greater than 1 acre but less than 5 acres). COA may have more stringent regulations for compliance in order to comply with the City's Ms4 Program with DEQ. COA regulations may include an SWPPP application and BMP site plan for submittal with every project where there is soil disturbance regardless of the amount of soil disturbed. Contact the local jurisdiction at 318-473-1184 for requirements.		
Endangered Species Verification	Before commencing construction, determine whether endangered species or threatened species or their critical habitats are on or near your site. Current fish and wildlife threatened and endangered list for Rapides Parish includes: Bald Eagle (threatened bird), Louisiana Pearlshell Mussel (threatened mollusc), Pallid Sturgeon (endangered fish), Red Cockaded Woodpecker (endangered bird). For agency verification: <table border="0"> <tr> <td> Fish & Wildlife Service 646 Cajundome Blvd., Suite 400 Lafayette, LA 70506 Phone: 337-291-3124 </td><td> National Marine Fisheries Service Southeast Regional Office 9721 Executive Center Drive North St. Petersburg, FL 33702 Phone: 727-570-5301 </td></tr> </table>	Fish & Wildlife Service 646 Cajundome Blvd., Suite 400 Lafayette, LA 70506 Phone: 337-291-3124	National Marine Fisheries Service Southeast Regional Office 9721 Executive Center Drive North St. Petersburg, FL 33702 Phone: 727-570-5301
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Historic Sites Verification	Before commencing construction, review federal and any applicable state, local or tribal historical preservation laws and determine if there are historical sites on or near the subject project. If so, adjustments may be necessary to construction plans or stormwater controls to ensure that these historic sites are not damaged. If historic properties are identified in path of stormwater discharge, the applicant can still meet Permit eligibility if they obtain and comply with a written agreement with the SHPO which outlines the measures the applicant will follow in order to mitigate or prevent adverse effects. The contents of such a written agreement must be included in the facility's pollution prevention plan. For agency verification: Office of Cultural Development Section 106 Review Coordinator PO Box 44247 Baton Rouge, LA 70804 225-342-8170		
Corrective Action Log and Recordkeeping	A corrective action log should describe repair, replacement and maintenance of BMP's undertaken based on the inspections and maintenance procedures. Actions related to the findings of inspections should reference the specific inspection report. This log should describe action taken, date completed and notes the persons that completed the work. The permittee shall retain copies of SWPPP and all reports required by the permit for a period of at least three years from the date that the site is finally stabilized. This period may be extended by request of LDEQ at any time. Records shall be at the construction site or other location accessible to DEQ and COA. The permittees with day to day operation control over pollution prevention plan implementation shall have a copy of the plan available at a central location on-site for the use of all operators whenever they are on the construction site. A copy of the plan must be readily available to inspectors during normal business hours. COA Inspectors will make periodic site visits to ensure compliance during construction. Failure to comply may result in delay of other construction inspections until compliance is achieved.		
Plans and Maps	Maps should be created to show the developed site or major phases of development and should include: direction of stormwater flow using directional arrows and approximate slopes before and after major grading activities; areas and timing of soil disturbance and areas that will not be disturbed; natural features to be preserved; locations of major structural and non-structural BMP's; locations and timing of stabilization measures; location of off-site material, waste, or equipment storage areas; locations of all waters of the US, including wetlands; locations of stormwater discharges to a surface water; location of storm drain inlets; areas where final stabilization has been completed. Plans should be created to show the measures to control pollutants in stormwater discharges where activity examples include: general sequence during construction; maintenance and inspection procedures; minimize disturbed area and protect natural features and soil; control stormwater flowing onto and through a project; stabilize soils; protect slopes; protect storm drain inlets; establish perimeter controls and sediment barriers; retain sediment on-site and control dewatering practices; establish stabilized construction exits; materials handling and waste management; building material staging area; designated washout area; etc.		
Final Stabilization	Final stabilization means: I) all soil disturbing activities at the site have been completed and either of the following criteria are met: II) when background native vegetation will cover less than 100 percent of the ground, the 70 percent coverage criteria is adjusted as follows: if the native vegetation covers 50 percent of the ground, 70 percent of 50 percent would require 35 percent total cover for final stabilization. III) in arid and semi arid areas only all soil disturbing activities at the site have been completed and both following criteria have been met: a) temporary erosion control measures are selected, designed and installed along with an appropriate seed base to provide erosion control for at least three years without active maintenance by you. b) the temporary erosion control measures are selected, designed and installed to achieve 70 percent vegetative coverage within three years. IV) for individual lots in residential construction, final stabilization means that either: a) the homebuilder has completed final stabilization as specified above or b) the homebuilder has established temporary stabilization including perimeter controls for an individual lot prior to occupation of the home and informing the homeowner of the need for final stabilization.		
Informational Websites	Websites for more information: EPA Guidance for SWPPP: http://cfpub.epa.gov/npdes/stormwater/swppp.cfm LDEQ Water Permits: http://www.deq.louisiana.gov/portal/default.aspx?tabid=243 EPA Stormwater Program for Construction Activities: http://cfpub.epa.gov/npdes/stormwater/const.cfm		
Local City Jurisdiction	COA may have more stringent regulations for compliance in order to comply with the City's Ms4 Program with DEQ. COA regulations may include an SWPPP application and BMP site plan for submittal with every project where there is soil disturbance regardless of the amount of soil disturbed. Contact the Construction Development Department at 318-473-1184 for requirements. 1. Application submittals shall be sent to the Construction Development Department. See contact info at the top of this page. 2. COA Inspection requests shall be called in 24 hours in advance to 318-441-6333. 3. Best Management Practices drawing / installation details can be obtained from the COA Engineering Department. Call 318-473-1176 to request drawings.		

STORM WATER POLLUTION PREVENTION PLAN & CORRECTIVE ACTION LOG

Keep on jobsite throughout construction and available for review by Inspectors.

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