

Worksheet A3

Construction Stormwater Pollution Prevention for Small Projects



A Construction Stormwater Pollution Prevention Plan (CSWPPP or SWPPP) is a plan to prevent sediment and other contaminants from leaving the site during construction. This worksheet must be completed and submitted to the City of Puyallup to meet Submittal Requirement #2.



{ Step 1: Basic Project Information }

Project Name: _____ Parcel Tax Number(s): _____

Site Address: _____

Total Lot Size: _____

Total Area to be Disturbed: _____

Total New Hard Surface: _____

Total Replaced Hard Surface: _____

Total Pervious Surface Disturbed: _____

Total Native Vegetation Converted to Landscape Area: _____



{ Step 2: Describe Existing Site Conditions }

Existing land cover (grass, forest, existing residence, etc.): _____

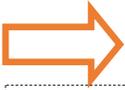
Describe the existing slopes on site (flat, rolling, steep): _____

Are there any streams, wetlands, or other surface waters on this site? If yes, please describe:

Is this site located in the floodplain?

Are there any existing wells or sewer drain fields on site?

Describe where rainwater currently flows off the site (**Example:** water from the site drains to the West where it eventually discharges to an existing storm inlet in South Meridian):



{ Step 3: Address the 13 Elements of Construction Stormwater Pollution Prevention }

For each of the elements below, check the box for each practice that will be used. Click on the link to learn more about each practice and find standard details. Once you have selected the practices that your project will use, submit a plan showing the location of each practice and attach relevant standard details.

Element 1: Preserve Vegetation/Mark Clearing Limits:

Before you begin construction, mark the limits of the area that is to be disturbed. Make sure to clearly mark trees that are to remain and any sensitive areas (e.g. wetlands, streams) to protect them from being disturbed during construction.

- [Silt Fence](#)

Element 2: Establish Construction Access

If possible, there should only be one point of access to the site during construction to minimize the amount of sediment that gets tracked off-site. If there is a paved driveway that will remain during construction, it can be used as a “Stabilized” construction entrance. Otherwise, applicants must use a construction entrance with quarry spalls per the City’s standard detail.

- Existing Paved Driveway
- Construction Entrance per [City Standard Detail](#)

Element 3: Control Flow Rates

The goal of this element is to protect adjacent properties and surface waters from sediment laden water leaving the site during construction. For most small projects, this is covered under Element 4. If your site has surface waters (stream, wetland, etc.) you should consult an engineer to determine how to best protect those areas during construction.

Element 4: Install Sediment Controls

The purpose of this element is to install sediment controls to minimize sediment discharge from the site during construction. Common controls for small projects include silt fence and wattles. Less common controls that applicants may utilize are vegetated strip, brush barrier, and gravel filter berm.

- [Silt Fence](#)
- [Wattles \(Straw Rolls\)](#)
- [Gravel Filter Berm](#)
- [Vegetated Strip](#)
- [Brush Barrier](#)

Element 5: Stabilize Soils

Exposed soils should be stabilized where practical to reduce potential for sediment to leave the site.

- From April 1 to October 1 all disturbed areas at final grade and all exposed areas that are scheduled to remain unworked for more than 30 days shall be stabilized within 10 days.
- From November 1 to March 31 all exposed soils at final grade shall be stabilized immediately using permanent or temporary measures. Exposed soils with an area greater than 5,000 square feet that are scheduled to remain unworked for more than 24 hours and exposed areas of less than 5,000 square feet that will remain unworked for more than seven (7) days shall be stabilized immediately.

- [Temporary and Permanent Seeding](#)
- [Dust Control](#)
- [Mulching](#)
- [Nets and Blankets](#)
- [Plastic Covering](#)
- [Sodding](#)
- [Wattles](#)
- [Gradient Terraces](#) (less common)

Element 6: Protect Slopes

Applicant must protect exposed cut and fill slopes during construction. For most small projects, stabilizing soil in accordance with Element 5 will be sufficient. If your site has slopes steeper than 2:1 that will be exposed soil during construction, or if you are proposing cuts or fills greater than 4 feet high, you should consult with an engineer to determine how to best protect these areas during construction.

Element 7: Protect Drain Inlets

Applicant must protect storm drain inlets from sediment runoff during construction. Inlet protection devices should be cleaned or replaced when sediment has filled one third of the available space.

- No existing inlets near site
- [Storm Drain Inlet Protection](#)

Element 8: Stabilize Channels and Outlets

Unless the site slopes are moderate, most small projects will not need to implement anything to stabilize channels and outlets. If the site has an existing swale (or roadside ditch), a straw wattle can be placed at the downstream end to prevent sediments from leaving the site. On site with moderate to steep slopes, check dams may be placed to slow the flow of water across the site.

- [Wattles](#)
- [Check Dams](#)
- [Outlet Protection](#)
- [Channel Lining](#)

Element 9: Control Pollutants

Any and all pollutants, chemicals, liquid products and other materials that have the potential to pose a threat to human health or the environment must be covered, contained, and protected from vandalism. All such products shall be kept under cover in a secure location on-site.

- [Concrete Handling](#)
- [Sawcutting and Surfacing Pollution Prevention](#)
- [Material Delivery, Storage, and Containment](#)
- [Concrete Washout Area](#)

Element 10: Control De-Watering

Most small projects do not require dewatering. If you think your project may require dewatering, work with your contractor to determine the best way to treat water before it leaves the site.

- N/A
- Other: _____

Element 11: Maintain BMPs

Applicant must maintain temporary erosion controls selected in this worksheet so that they remain functioning throughout the entire duration of construction. Also, it is important to protect existing permanent stormwater facilities from sediment during construction. If there are existing permanent stormwater facilities on-site, describe below how they will be protected during construction.

- N/A
- Other: _____

Element 12: Manage the Project

All construction activities must be regularly inspected to ensure that temporary erosion controls are being maintained properly. Provide contact information and complete construction schedule.

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Financial Obligation/Ownership Information

Name: _____

Telephone: _____

E-mail: _____

Projects that disturb less than one acre are not required to have a Certified Erosion and Sediment Control Lead (CESCL) on-site. However, every project must have a responsible representative in charge of Erosion and Sediment Control. Provide contact information below for the person responsible for maintaining the SWPPP throughout construction.

Responsible Representative for Erosion and Sediment Control

Name: _____

Company: _____

Address: _____

Telephone: _____

E-mail: _____

24-Hour Emergency Contact: _____

Construction Sequence:

1. Hold a preconstruction meeting with the City of Puyallup and obtain required permits.
2. Establish clearing and grading limits
3. Construct temporary construction entrance
4. Construct perimeter ditches, silt fences, and other erosion and control devices as shown on the plan.
5. Construct protection devices for critical areas and significant trees proposed for retention.
6. Schedule an erosion control inspection with the City of Puyallup.
7. Grading activities may only commence after all drainage and erosion control measures are in place per the approved plan.
8. Identify erosion control measures which require regular maintenance.
9. Erosion and sediment controls may only be removed once the site is stabilized to the City of Puyallup site inspector's satisfaction.

Construction Schedule:

Begin (Month, Year): _____, _____

End (Month, Year): _____, _____

Element 13: Protect Low Impact Development BMPs

Existing permanent stormwater facilities must be protected from sediment during construction. If there are existing permanent stormwater facilities on-site, describe below how they will be protected during construction.

N/A

Other: _____



{ Step 4: Submit Site Plan }

Submit a scaled drawing of the site that contains the following information. Applicant must also attach details of selected technologies to the site plan (links to the details are provided in Step 3). Applicant may submit one plan to comply with worksheet A1 and A3.

- Scale and North arrow
- Limits of work
- Location of practices selected from Step 3
- Downstream drainage path (where does rainwater leave the site?)
- Steep slopes, sensitive areas, etc. (if applicable)
- Trees to remain (if applicable)