



CITY OF KINGSPORT STORMWATER DIVISION
 225 WEST CENTER ST.
 KINGSPORT, TN 37660
 423-229-9845

Notice of Intent (NOI) & Stormwater Pollution Prevention Plan (SWPPP) Checklist for Construction General Permit Activities (CGP)

Date Received: _____ Staff Review Completion Date: _____ New NPDES Tracking Number: _____ MS4 Jurisdiction: _____
 Reviewer: _____ Number of Disturbed Acres: _____ Site/Project Name: _____
 Unavailable Parameter Waters: Yes No Exceptional Waters: Yes No T & E Species: Yes No

This checklist pertains to the current CGP and is used during the NOI review process to help determine whether the submittal provides enough information to grant a Notice of Coverage under the permit. This checklist does not specifically address every condition of the permit or preclude the Division from asking for additional information.

Yes	No		Yes	No		
		Correct site-wide permittee (Owner/Developer) entity name included			Start/End dates listed	
		Proper signature for the owner/developer provided			Disturbed acreage given	
		Receiving waters listed			Latitude/Longitude given and is correct	
		ARAP Required? ARAP #(s):			Secretary of State Control # (if applicable)	
		Appropriate portion of USGS topo map provided showing the boundaries of the construction	County(ies):			
Yes	No	N/A	SWPPP Requirements			CGP pg #
			For comprehensive SWPPPs - All foreseeable construction-related activities are addressed [1.4.2]			1
			Plans and specs for structural control measures have been prepared and stamped by Professional Engineer or Landscape Architect [3.1.1]			14
			Includes engineering design of sediment basin/controls for projects 10 acres or greater (5 acres if impaired/exceptional waters) [3.1.1]			14
			Includes Quality Assurance Site Assessment requirement criteria if applicable [3.1.2]			14
			SWPPP signed by a person described in Section 7.7 or by a duly authorized representative of that person [3.3.1]			15
			Permittee shall make updated plans and inspection reports available upon request [3.3.2]			15
			Location where the NOC is to be posted, with project description, contact info, and SWPPP location if the plan is to be located offsite. [3.3.3]			15
			SWPPP modifications due to change in project scope, ineffectiveness, new operator, proposed protected species, or new TMDL [3.4]			
			Includes multi-phase sheets: <5 ac. – 2-phase plan min.; ≥5 ac. – 3-phase plan min. [3.5.2]			18
			Depicts disturbance limits, buffer zones, watershed drainage patterns, and drainage area serving each outfall [3.5.1; 4.1.1]			17, 26
			Includes a description of all construction activities (not just grading and street construction) [3.5.1.a]			17
			Includes a description sequence of major activities (e.g., grubbing, excavation, grading, utilities, and infrastructure installation, etc.) [3.5.1.b]			17
			Includes estimates of the total site area versus the total area of the site to be disturbed [3.5.1.c]			17
			Description of the topography of the site including an estimation of the percent slope and the variation in percent slope found on site [3.5.1.d]			17
			Data describing the soil and how the type will dictate needed control measures and the expected quality of discharge from the site [3.5.1.e]			17
			Pre and post construction runoff coefficients and how potential erosion at the permanent outfall and receiving stream will be handled [3.5.1.f]			17
			A description of any discharge associated with industrial activity other than construction storm water that originates on site and the location of that activity and its permit number; [3.5.1.h]			17
			Includes a complete inventory of aquatic resources (including any stream, sinkhole or wetland) on or adjacent to the project [3.5.1.i]			17

		If applicable, clearly identify and outline the buffer zones established to protect waters of the state located within the boundaries of the project [3.5.1.k]	17
		A description on how the developer/owner will prevent erosion and/or control any sediment from portions of the property that will be sold prior to completion of construction [3.5.1.l]	17
		A description of protections employed to limit the disturbance (i.e., caution fence, stream side buffer zones, etc.) [3.5.1.n]	17
		For projects of more than 50 acres, have the construction phases been described [3.5.1.m]	17
		Includes a description of appropriate erosion prevention and sediment controls (EPSCs) and the general timing of implementation [3.5.2]	18
		Specifies which permittee is responsible for implementation of which EPSC [3.5.2]	18
		Control measures have been properly selected in accordance with manufacturer's specifications & good engineering practices [3.5.3.1.b]	19
		Methods described to remove off-site accumulation of sediment [3.5.3.1.d]	19
		Specifies removal of trapped sediment from sediment controls at or before 50% design capacity [3.5.3.1.e]	19
		Procedures described to pick up exposed litter, debris, and chemicals before anticipated storm events [3.5.3.1.f]	19
		Offsite erodible material storage areas have been addressed in the SWPPP and included in the fee calculation [3.5.3.1.g]	19
		Disturbance of pre-construction vegetative ground cover described [3.5.3.1.h]	19
		Existing vegetation should be preserved to the maximum extent practicable [3.5.3.1.i]	19
		Construction must be sequenced to minimize the exposure time of graded or denuded areas [3.5.3.1.j]	19
		Specifies EPSCs will be implemented before earth-moving begins [3.5.3.1.l]	20
		Maintain records of grading, construction, stabilization, inspection and rainfall [3.5.3.1.m]	20
		Stabilized construction access shall be provided to reduce tracking of sediments and generation of dust [3.5.3.1.n]	20
		Maintain a rain gauge and rainfall records at the site, or use a reference site [3.5.3.1.o]	20
		Specifies stabilization within 14 days (7 days for $\geq 35\%$ slopes) on site areas where construction has temporarily/permanently ceased [3.5.3.2]	21
		Specifies inspections of outfalls/EPSC measures at least twice weekly and at least 72 hours apart [3.5.8.2.a]	24
		Specifies that vegetation, EPSCs & other protective measures are repaired, replaced, or modified within 7 days [3.5.7; 3.5.8.2.f]	24, 25
		Depicts the proposed location of all major structural/nonstructural controls and all proposed stabilization practices [3.5.1.g; 3.5.3.3]	18
		Identifies all outfall locations intended for coverage under the CGP [3.5.1.g]	17
		Includes the name of the receiving water(s), and approximate size and location of affected wetland acreage at the site [3.5.1.j]	17
		Identifies construction phasing for activities that will disturb >50 acres [3.5.1.m & 3.5.3.1.k]	17, 20
		EPSCs have been designed to control the rainfall and runoff from a 2-year, 24-hour storm according to the size of the drainage area [3.5.3.3]	21
		Specifies sediment basins for construction sites with drainage areas >10 acres [3.5.3.3]	21
		No solid materials shall be placed in waters of the state, except as authorized by a section 404 and/or ARAP permit [3.5.5.a]	23
		EPSC controls for installation of any waste disposal systems on site, or sanitary sewer or septic system, are described [3.5.5.b]	23
		A description of construction and waste materials expected to be stored on-site and controls used to reduce pollutants from materials stored on site [3.5.5.c]	23
		A description of stormwater sources from areas other than construction and a description of controls/measures that will be implemented [3.5.5.d]	23
		If applicable, a description of measures necessary to prevent "taking" of legally protected state or federal listed threatened or endangered aquatic fauna [3.5.5.e]	23
		Permittees must comply with any additional EPSC and SWPPP measures required by the MS4 [3.5.6]	23
		Procedures to ensure that vegetation, EPSC, buffer zones and other protective measures are maintained [3.5.7]	23
		Require certified inspectors by the permittee [3.5.8.1]	23
		Identify and ensure implementation of appropriate pollution prevention measures for non-stormwater discharges [3.5.9]	25

			Documentation supporting a determination of permit eligibility with regard to waters that have an approved TMDL [3.5.10.]	25
			A 30' average, minimum 15' natural riparian buffer zone adjacent to all waterbodies on/adjacent to the construction site be preserved [4.1.2]	26
			Measures to prohibit discharge of concrete washout, wash water, building materials, chemicals and sanitary waste [4.1.5,6]	28

Yes	No	N/A	Additional SWPPP Requirements for Discharges into Impaired or Exceptional TN Waters	CGP pg #
			Specifies that EPSCs proposed for the site have been designed to control storm runoff generated by a 5-year, 24-hour storm event [5.4.1.a]	30
			Specifies sediment basins for construction sites with drainage areas >5 acres that discharge to unavailable or exceptional waters [3.5.3.3]	31
			A 60' natural riparian buffer zone adjacent to all unavailable or exceptional waters on/adjacent to the construction site [4.1.2] [5.4.2]	31
SWPPP Requirements for Permanent (Post-Development) Stormwater Management				CGP pg #
			Specifies velocity dissipation devices at discharge locations and along the length of any outfall channel [3.5.4]	22
			Includes technical basis used to select velocity dissipation devices where flows exceed predevelopment levels [3.5.4]	23

Identification indicators of possible streams or wetlands utilizing site information and resources include:

1. Contour and stream indicators on USGS TOPO maps
2. Drainage area to a defined conveyance (20 acres east TN/40 middle TN/ 75 west TN),
3. Aerial photography identifying a sinuous tree line or grouping of remaining forest in an agricultural setting
4. Springhouse/box
5. Comparable nearby drainage that has previously been determined to have a stream
6. Onsite or adjacent ponds or impoundments
7. Check EFO HD GIS for previous determinations
8. NRCS soil maps or Web Soil Survey: (<http://websoilsurvey.nrcs.usda.gov/app/WebSoilSurvey.aspx>)
9. Wetlands on National Wetlands Inventory: (<http://www.fws.gov/wetlands/data/mapper.HTML>)

If sufficient indicators exist, a stream determination may need to be performed. Stream determinations must be performed by a Qualified Hydrologic Professional: (<http://tnhdt.org/>).

Comments