



SWPPP Checklist

Project Name: _____

Review Date(s): _____

Reviewer(s): _____

Project Type: Subdivision Site Plan City Project

Project Description: Are the following provided?

Project location - street address and/or latitude/longitude	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Contact information for project owner\developer	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Contact information for all contractors and subcontractors	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
General project and construction activities descriptions	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Size of project (acres or sq. ft.) ==> List: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Size of disturbed area (acres or sq. ft) ==> List: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Impervious area % (before and after construction)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Runoff coefficients (before and after construction)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA

Site Map: Does the site map show the following?

Drainage and grading patterns	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Limits of construction and disturbance	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Areas to be protected (ie. wetlands, streams, vegetation)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Storm drain inlets	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Structural BMP locations (sediment controls, inlet protection, perimeter controls)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Non structural BMP locations (sanitation, waste management, seeding, etc.)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Construction entrances	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Concrete washout location	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA

Pollution Sources: Are the following pollution sources identified?

Potential sources of sediment	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Other pollution sources (concrete washouts, fuel, trash, oil, grease, etc.)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA

Best Management Practices: Are the following practices designated?

Reduce erosion (ie. minimize disturbed area, phase construction, stabilize soil promptly, and protect slopes)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Control sediment (ie. protect storm drain inlets, establish perimeter control, retain sediment on-site, and stabilize construction exits)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Good housekeeping (ie. sanitation, waste management, vehicle maintenance, chemical handling, and spill response)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Inspection & maintenance requirements for BMPs	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA

Other: Are the following elements included?

Record keeping and training requirements	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
EPA certification statement (signed by responsible party)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA

DEFICIENCIES AND CORRECTIONS

Describe Deficiency	Date Corrected

SWPPP Recommended for Approval by: _____ Date: _____

EVALUATION OF IMPACTS TO WATER QUALITY

Receiving Water: _____ Distance to Receiving Water: _____

Downstream Regional Detention: Yes No

Disturbed Area Size: Small (0 to 1 acres) Medium (1 to 5 acres) Large (5 acres or larger)

Soils and Slope: Low erosion potential Medium erosion potential High erosion potential

Significant Water Quality Impact Potential: Yes No

List Post Construction BMPs Selected _____

Explanation:

Approval Signature _____

Date _____



Roy City - Storm Water Approval Checklist

Project Name: _____

Submitted by: _____

Date: _____

Task Description

Completed*

Reviewed**

Environmental compliance (endangered species, historic properties, wetlands)

Storm drainage design and calculations

Selection of construction BMPs

Selection of post construction BMPs

Maintenance agreement

Storm water pollution prevention plan (SWPPP)

Utah DEQ construction activities permit

* Developer or designer to initial

** Roy City reviewer to initial

Reviewed by _____

Date: _____

Reviewer Comments:

STORM WATER FACILITIES

MAINTENANCE AGREEMENT

The following is a sample maintenance agreement for review by the reader. Actual maintenance agreements will be prepared by the City Attorney and Public Works Department as part of the subdivision and site development approval process.

IN CONSIDERATION OF Roy City ("City") approval for: <subdivision/site name>, at <subdivision/site address>, relating to real property legally described on Exhibit A, which is attached hereto and incorporated by this reference, the undersigned Grantor(s) declares that the above-described property is subject to a privately maintained storm water drainage, detention, best management practices, and/or storm water management system (the,"storm water facilities"), and also covenants and agrees as follows:

DUTIES OF GRANTOR(S):

1. Grantor(s) shall regularly inspect and maintain/repair the private storm water facilities on the said-described property in accordance with the standards specified in the City's Development Standards, Public Works Standards and the Storm Water Management Plan (City Standards), and as necessary for the storm water facilities to function as intended.
2. Grantor(s) shall inspect the storm water facilities as often as conditions require, but in any event at least once each year. Grantor(s) shall, within four weeks after each inspection, maintain/repair the storm water facilities as described in Section 1, above.
3. Grantor(s) shall inspect each element of the storm water facilities whenever the City's Public Works Director ("Director"), in his/her sole discretion, determines that unacceptable conditions exist within or adjoining to the storm water facilities. Similarly, the Director, in his/her sole discretion, may require the Grantor(s) to complete the maintenance/repair of the storm water facilities within a shorter time period than allowed in Section 2, above, if he/she determines that the deficiency poses an imminent danger.
4. Grantor(s), in effecting this maintenance/repair, shall restore the storm water facilities to like new condition, or if that is not practical, to an acceptable condition that complies with City Standards.
5. Grantor(s) is hereby required to obtain written approval from the Director prior to grading, filling, piping, cutting or removing vegetation (except for routine and minor landscape maintenance) in open vegetated drainage facilities (such as biofiltration swales, channels, ditches, ponds, etc.) or performing any alterations or modifications to the storm water facilities. Grantor(s) shall obtain all necessary permits and provide all required land surveys as required to complete maintenance and/or repairs.
6. Grantor(s) shall assume all responsibility for the implementation and cost of any maintenance and/or repairs to the storm water facilities.

RIGHTS OF THE CITY:

1. The City shall have ingress and egress rights to the said-described property for inspection and monitoring of the storm water facilities in order to determine performance, operational flows or defects in the storm water facilities.
2. If the City determines that the storm water facilities require maintenance and/or repair work, the Director shall deliver written notice to the Grantor specifically describing the required maintenance and/or repair. The notice shall also set a reasonable time in which Grantor must complete the described work. The notice shall also state that the City or its authorized agent may perform the authorized maintenance and/or repair if the Grantor(s) fails to complete the maintenance and/or repair within the time allowed. However, if the Director determines, at his or her sole discretion, that an imminent danger exists, the City's obligation to provide written notice shall be deemed waived, and the City or its authorized agent may immediately begin the required maintenance and/or repair work.
3. If the Grantor(s) does not complete the required maintenance and/or repair within the time allowed as set forth in the Director's notice, the City or its authorized agent will commence the maintenance and/or repair work described in the Director's notice.
4. If the City or its authorized agent performs the required maintenance and/or repairs to the storm water facilities, Grantor(s) shall reimburse the City all its costs incurred in completing the maintenance and/or repairs within thirty (30) calendar days of Grantor's receipt of the City's invoice for that work. Overdue payments shall accrue interest at the rate of 10 percent (10%) per annum.
5. If the Director determines, in his/her sole discretion, that the storm water facilities, if originally constructed in accordance with the City's approved design, need further modifications, Grantor(s) authorizes the City to enter the storm water facilities property in order to make these modifications.

Any notice or consent required to be given or otherwise provided for by the provisions of this agreement shall be effective either upon personal delivery or three (3) calendar days after mailing by Certified Mail, return receipt requested. This Covenant is intended to protect the value and desirability of the property described above, including the larger parcel(s), if any, benefitted by the storm water facilities. Further, this Covenant shall inure to the benefit of all the citizens of the City and shall bind Grantor(s), and its heirs, successors and assigns.

GRANTOR SIGNATURE: _____

Date: _____

ROY CITY SIGNATURE: _____

Date: _____