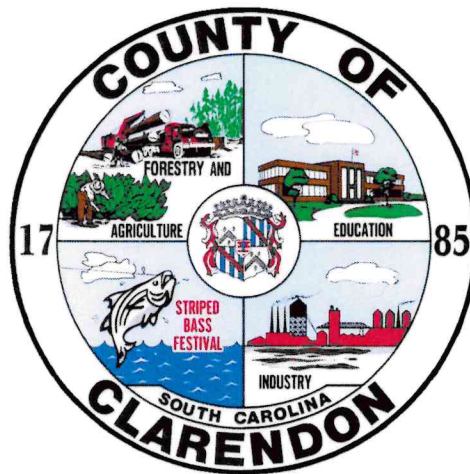
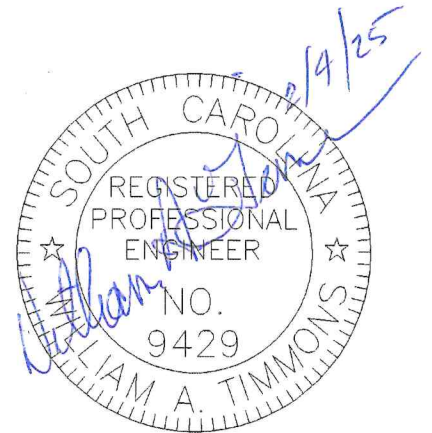


STORMWATER POLLUTION PREVENTION PLAN
FOR CONSTRUCTION OF
CLARENDON COUNTY
Rural Water System Phase 5
Funded with SCIIP Grant #A-23-C042

IN CLARENDON COUNTY, SOUTH CAROLINA



February 5, 2025



PREPARED BY:

Clarendon County Engineering
411 Sunset Drive
Manning, South Carolina 29102
803-433-3256

**Rural Water System Improvements Phase 5 – SCIIP Grant #A-23-C042
Storm Water Pollution Prevention Plan**

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1.0 Introduction

Federal law (Clean Water Act) allows EPA to govern storm water discharges from construction sites. This is typically addressed by preparation and implementation of a Storm water Pollution Prevention Plan (SWPPP) and filing with South Carolina Department of Environmental Services (SCDES) a Notice of Intent (NOI) for storm water discharges from construction activities. This is to request that the project be covered under South Carolina's NPDES General Permit for Stormwater Discharges from Construction Activities, SCR100000 (CGP). (NPDES is National Pollutant Discharge Elimination System). NPDES permit coverage is required in Clarendon County for projects with soil disturbances of 1 acre or more.

Development, implementation, and maintenance of the SWPPP provides the framework for reducing soil erosion and minimizing pollutants in storm water during construction of this project. The SWPPP will:

- Define the characteristics of the site and the type of construction which will be occurring;
- Describe the practices that will be implemented to control erosion and the release of pollutants in storm water;
- Create an implementation schedule to ensure that the practices described in this SWPPP are in fact implemented and to evaluate the plan's effectiveness in reducing erosion, sediment, and pollutant levels in storm water discharged from the site;
- Describe the final stabilization/termination design to minimize erosion and prevent storm water impacts after construction is complete.

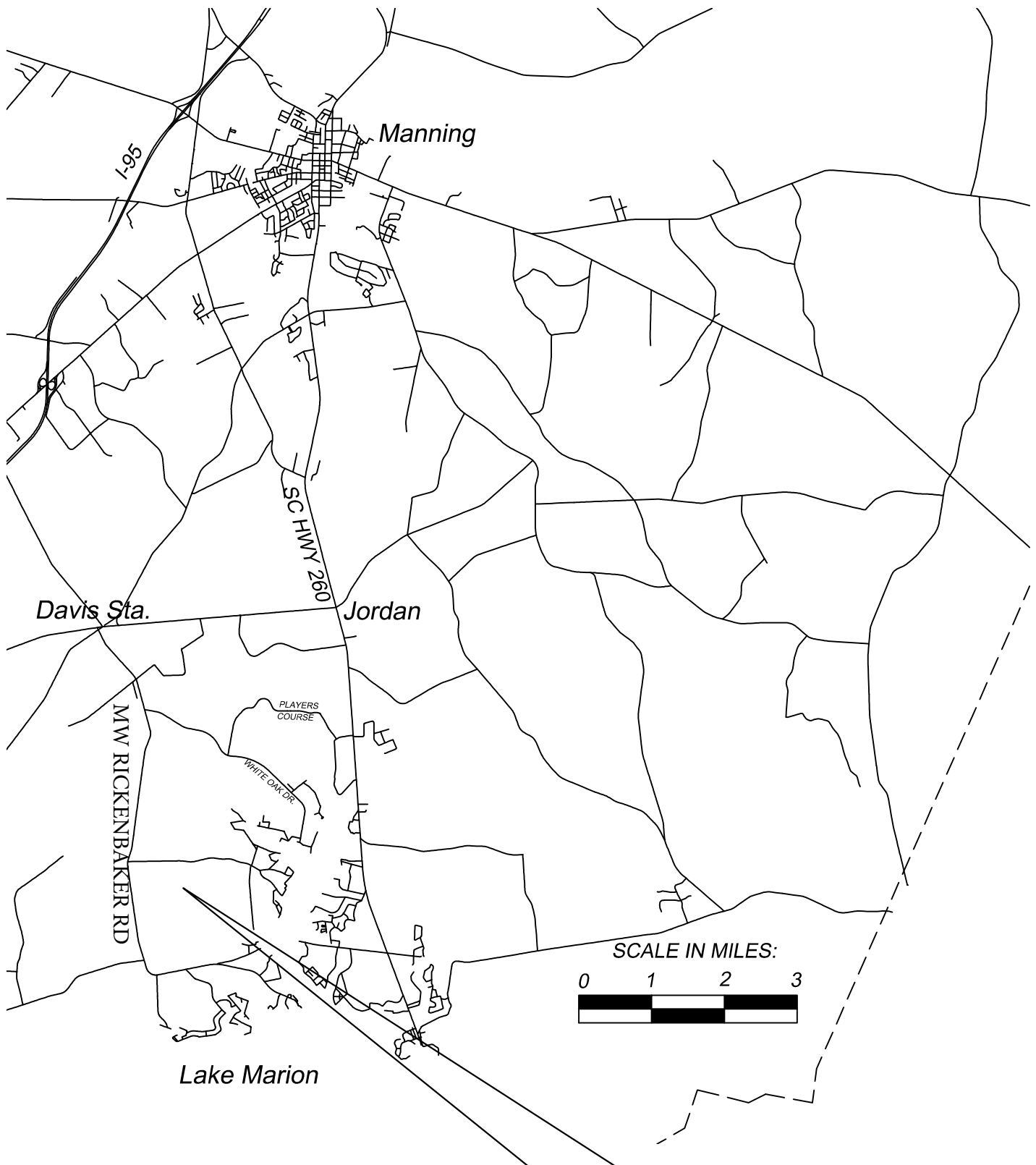
This SWPPP includes the following:

- Identification of the SWPPP Owner /Operator with a description of duties;
- Identification of the storm water pollution prevention team that will assist in implementation of the SWPPP during construction.
- Description of the existing site conditions including existing land use for the project area (i.e., wooded areas, open grassed areas, pavement, buildings, etc.), and soil types at the site,

Clarendon County Rural Water System Improvements Phase 5

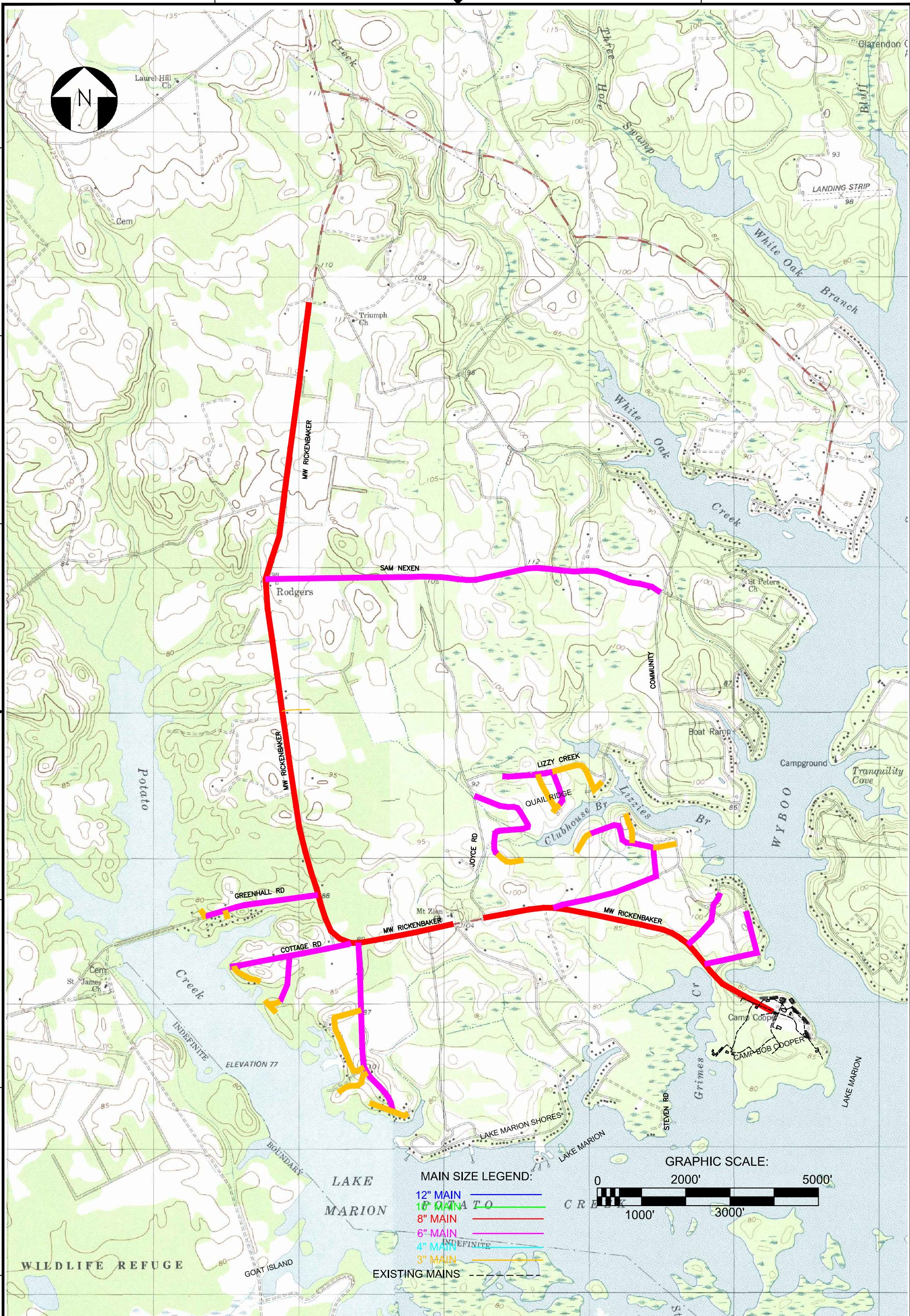
- The location of any surface waters which have been identified on or next to the site (wetlands, streams, rivers, lakes, ponds, etc.);
- Identification of the body of water(s) which will receive runoff from the construction site, including the major body of water that receives the storm water;
- Identification of drainage areas and potential storm water contaminants;
- Description of storm water management controls and various Best Management Practices (BMPs) necessary to reduce erosion, sediment and pollutants in storm water discharge;
- Description of the project monitoring plan and how controls will be coordinated with construction activities;
- Description of the implementation schedule and provisions for amendment of the plan.

The following sections presents the above listed information in detail. Provided separately are the Construction Drawings that present the detailed site design and stormwater management and pollution prevention features described herein.



Project Area:

LOCATION MAP - FIGURE 1



Clarendon County Engineering

411 SUNSET DR. - MANNING, S.C. 29102
 (803) 433-3256 FAX: (803) 435-2208

**Clarendon County
 Water and Sewer Department
 PHASE 5 MAINS**

REVISIONS				
ZONE	REV	DESCRIPTION	DATE	APPROVED

**FIG 2 - PHASE 5
 LAYOUT PLAN**

WAT DESIGN	DRWN	APPROVED	DWG NO.	REV
DATE	2/5/2025	ENG407-100		
SCALE	AS SHOWN	SHEET	1	OF

2.0 OWNER / OPERATOR AND DUTIES

The Owner and Primary Permittee for the site is:

Clarendon County
Sharmane Y. Anderson, JD
Deputy Administrator
411 Sunset Drive
Manning, SC 29102
Phone: (803) 433-3143, Fax: 803-435-
Email: sanderson@clarendoncountygov.org

The SWPPP Preparer and Operator for the site is:

Clarendon County (William A. Timmons, P.E. County Engineer)
411 Sunset Drive
Manning, SC 29102
Phone: (803) 433-3256, Fax: 803-435-2208
Email: btimmons@clarendoncountygov.org

The Owner and Primary Permittee is the person having legal authority over the site and is authorized to sign the Notice of Intent application and will maintain final responsibility to assure implementation of the SWPPP plan.

The Operator is the party with operational control over construction plans and specs or the party that has operational control over day-to-day activities at the Project necessary to ensure compliance with a SWPPP for the site and other permit conditions. This would be the person authorized to direct workers at the Site to carry out activities required by the SWPPP or to comply with other permit conditions.

The Operator's duties include the following:

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- Function as SWPPP Coordinator and be site contact for issues related to the SWPPP
- Implement the SWPPP plan with the aid of the SWPPP team
- Coordinate a pre-construction conference with SWPPP team members, contractors and engineer prior to beginning work on site.
- Oversee or assure that oversight is provided to maintenance practices identified as BMPs in the SWPPP
- Implement and oversee employee training where required
- Conduct or provide for inspection and monitoring activities
- Identify other potential pollutant sources and make sure they are added to the plan
- Identify deficiencies in the SWPPP and make sure they are corrected
- Ensure that any changes in construction plans are addressed in the SWPPP

The SWPPP team includes the Owner and Operator identified above, and any contractors that will be performing land-disturbing activities on the site.

Co-Permittee and Contractor Certifications

Anyone performing land-disturbing activities on the site must sign one of the statements described below:

- All co-permittees must sign a certification statement that they accept the terms and conditions of the Stormwater Pollution Prevention Plan (SWPPP) as required by the CGP issued to the Owner/ Operator and have participated in the pre-construction meeting
- All contractors that are not co-permittees must sign a certification statement that they understand they may be accountable to SCDES to ensure compliance with the SWPPP and that they have participated in the pre-construction meeting

As the team members (employees, contractors, etc.) are determined, their names, addresses and contact information will be provided to SCDES and attached to this SWPPP document.

3.0 PROJECT NARRATIVE

The Clarendon County Water and Sewer Department owns and operates a water system south of Manning that includes approximately 93 miles of water main in sizes from 2" to 12" diameter. The system originally included six separate small water systems. Projects including Phases 1, 1A, 1B, 1C, and 2 have combined with the six separate systems and expanded these into two main systems. The larger of which is SCDHEC System Number 1450010 (which Phase 5 will be included). The other system is SCDHEC System Number 1450003 which serves Wyboo Point and Eagle Pointe Subdivisions.

The Phase 5 project includes construction of approximately 13 miles of 8", 6" and 3" water mains. The disturbed area along the 13 miles is estimated as about 9.5 acres total. Work will be spread over about a 9 month time period with only about 0.1 acre disturbed during a single day before stabilization measures being implemented. Site soils in the Project area are Primarily Fuquay B (FuB), Dothan A (DoA) and Rains (Ra). Other soils in the local area are shown on Soils Map, Figure 3.

The USDA Soil Conservation Service Soil Survey of Clarendon County indicates the following soil characteristics:


Fuquay soils consist of nearly level to sloping deep, well drained soils. Typically the surface layer is dark grayish-brown fine sand about 7 inches thick. The subsurface layer is pale-brown fine sand about 20" thick. The next 27-39 inches are sandy loam. Permeability is moderate in the upper part of the subsoil and slow in the lower part. Runoff is slow. Depth to seasonal high water table is greater than 6 feet. Available water capacity is low to medium. The content of organic matter is low.

The Dothan soils (DoA, DoB) are loamy fine sand, sandy clay loam, or sandy loam, depending upon depth. The first 0-16 inches are loamy fine sand and the next 16-70 inches are sandy clay loam and sandy loam. Dothan soils are fair as topsoil, have fair traffic supporting capacity, and are well drained. The depth to the seasonal high water table is greater than 6 feet.

The Rains soils (Ra) are sandy loam or sandy clay loam, depending upon depth. The first 0-7 inches are sandy loam and the next 7-72 inches are sandy clay loam and sandy loam. Rains soils are poor as topsoil, have poor traffic supporting capacity, and have a high water table. The depth to the seasonal high water table is 0-1 foot.

MAP LEGEND

Area of Interest (AOI)

 Area of Interest (AOI)

Soils

 Soil Map Unit Polygons

 Soil Map Unit Lines

 Soil Map Unit Points

Special Point Features



Blowout



Borrow Pit



Clay Spot



Closed Depression



Gravel Pit



Gravelly Spot



Landfill



Lava Flow



Marsh or swamp



Mine or Quarry



Miscellaneous Water



Perennial Water



Rock Outcrop



Saline Spot



Sandy Spot



Severely Eroded Spot



Sinkhole



Slide or Slip



Sodic Spot



Spoil Area



Stony Spot



Very Stony Spot



Wet Spot



Other



Special Line Features

Water Features



Streams and Canals

Transportation



Rails



Interstate Highways



US Routes



Major Roads



Local Roads

Background



Aerial Photography

MAP INFORMATION

The soil surveys that comprise your AOI were mapped at 1:20,000.

Please rely on the bar scale on each map sheet for map measurements.

Source of Map: Natural Resources Conservation Service

Web Soil Survey URL:

Coordinate System: Web Mercator (EPSG:3857)

Maps from the Web Soil Survey are based on the Web Mercator projection, which preserves direction and shape but distorts distance and area. A projection that preserves area, such as the Albers equal-area conic projection, should be used if more accurate calculations of distance or area are required.

This product is generated from the USDA-NRCS certified data as of the version date(s) listed below.

Soil Survey Area: Clarendon County, South Carolina

Survey Area Data: Version 22, Aug 29, 2024

Soil map units are labeled (as space allows) for map scales 1:50,000 or larger.

Date(s) aerial images were photographed: Apr 10, 2022—Apr 15, 2022

The orthophoto or other base map on which the soil lines were compiled and digitized probably differs from the background imagery displayed on these maps. As a result, some minor shifting of map unit boundaries may be evident.

Map Unit Legend

Map Unit Symbol	Map Unit Name	Acres in AOI	Percent of AOI
BP	Borrow pits	3.0	0.1%
Cd	Clarendon loamy sand	225.1	5.8%
DoA	Dothan loamy fine sand, 0 to 2 percent slopes	416.0	10.6%
DoB	Dothan loamy fine sand, 2 to 6 percent slopes	63.8	1.6%
FuB	Fuquay fine sand, 0 to 6 percent slopes	1,278.1	32.7%
Gr	Grady loam	7.2	0.2%
Ly	Lynchburg loamy sand, 0 to 2 percent slopes	237.2	6.1%
MaA	Marlboro loamy sand, 0 to 2 percent slopes	9.3	0.2%
MaB	Marlboro loamy sand, 2 to 6 percent slopes	10.4	0.3%
Oc	Ocilla loamy sand	21.0	0.5%
Os	Osier loamy fine sand	7.6	0.2%
Pa	Paxville loam	94.6	2.4%
Ra	Rains sandy loam	949.3	24.3%
TrB	Troup sand, 0 to 6 percent slopes	26.2	0.7%
W	Water	557.6	14.3%
Totals for Area of Interest		3,906.5	100.0%

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Existing and proposed site drainage is sheet or swale flow generally to the south where the storm water flows into channels draining into Lake Marion. The roadway extension will include swales that drains into the existing ditch. A list of receiving water bodies is below. See Figure 2 USGS map for general area drainage.

Water Body Information - A. - Phase 5 Water Mains				
MAIN NUMBER	1. NAME OF RECEIVING WATER BODY (RWB)	2. DISTANCE TO RWB	3. CLASSIFICATION OF RWB	4. NEAREST DHEC WQMS
12.01 West	Bluff Branch	1,100 Feet +/-	FW	SC-059
12.01 East	Rooty Branch	Varies 250 - 1,200 Feet +/-	FW	SC-059
10.01	Unnamed Trib of Potato Creek	Varies 50 - 1,400 Feet +/-	FW	RS-03501
8.01	Lake Marion Wyboo Swamp	Varies 200 - 500 Feet +/-	FW	ST-036
6.01	Lake Marion Wyboo Swamp	Varies 200 - 1,100 Feet +/-	FW	ST-036
6.02	Lake Marion Wyboo Swamp	Varies 200 - 700 Feet +/-	FW	ST-036
6.03	Lake Marion Wyboo Swamp	Varies 600 - 1,200 Feet +/-	FW	ST-036
6.04	Unnamed Trib of Bluff Branch	Varies 50 - 800 Feet +/-	FW	ST-036
3.01	Lake Marion Wyboo Swamp	300 Feet +/-	FW	ST-036
3.02	Lake Marion Wyboo Swamp	1,000 Feet +/-	FW	ST-036
3.03	Unnamed Trib of Bluff Branch	300 Feet +/-	FW	ST-036
3.04	Unnamed Trib of Loss Branch	Varies 50 - 1,200 Feet +/-	FW	PD-043
3.05	Lake Marion Wyboo Swamp	800 Feet +/-	FW	ST-036

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The construction plans furnished separately as Appendix D contains the following drawings:

- Sheet L1 – Site Plan and Profile: This sheet provides the Water Main layout and general notes.
- Sheets P-1 through P-31 provide water main plans with erosion controls.
- Sheet EC-1 – Erosion Control Plan: This sheet provides detailed information on proposed erosion and sediment control Best Management Practices (BMP's), Notes, etc..
- Sheet EC-2 – Erosion Control Details: This sheet provides additional details for BMP's and earthwork and paving specifications.

Sheet L1 of the construction plans (Appendix D) shows site layout. All exposed soils will be reseeded and new vegetation planted as soon as possible after water main installation.

4.0 POTENTIAL STORMWATER CONTAMINANTS

The purpose of this section is to identify pollutants that could impact storm water during construction of the water mains.

Pollutants that result from clearing, grading, excavation and construction equipment and materials have the potential to be present in storm water runoff are listed in Table 4-1. This table includes information regarding material type, chemical and physical description, and the specific storm water pollutants associated with each material.

**Table 4-1
Potential Construction Site Storm Water Pollutants**

Trade Name / Material	Chemical / Physical Description(1)	Storm Water Pollutants (1)
Pesticides (insecticides, fungicides, herbicides, rodenticides)	Various colored to colorless liquid, powder, pellets, or grains	Chlorinated hydrocarbons, organophosphates, carbamates, arsenic
Fertilizer	Liquid or solid grains	Nitrogen, phosphorous
Plaster	White granules or powder	Calcium sulphate, calcium carbonate, sulfuric acid
Cleaning solvents	Colorless, blue, or yellow-green liquid	Perchloroethylene, methylene chloride, trichloroethylene, petroleum distillates
Asphalt	Black solid	Oil, petroleum distillates
Concrete	White solid	Limestone, sand
Glues, adhesives	White or yellow liquid	Polymers, epoxies
Paints	Various colored liquids	Metal oxides, solvents, talc, calcium carbonate, arsenic
Curing Compounds	Creamy white liquid	Naptha
Wastewater from washing construction equipment	Water	Soils, oil & grease, solids
Wood Preservatives	Clear amber or dark brown liquid	Stoddard solvent, petroleum distillates, arsenic, copper, chromium
Hydraulic Oils Fluids	Brown oily petroleum hydrocarbon	Mineral Oil
Gasoline	Colorless, pale brown or pink liquid petroleum hydrocarbon	Benzene, ethyl benzene, toluene, xylene, MTBE
Diesel Fuel		Petroleum distillates, oil & grease, naphthalene, xylenes
Kerosene	Pale yellow liquid petroleum hydrocarbon	Coal oil, petroleum distillates
Antifreeze coolant	Clear green/yellow liquid	Ethylene glycol, propylene glycol, heavy metals (copper, lead, zinc)
Erosion	Solid particles	Soils, sediment

(1) See MSDS sheets when available

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Table 4-2 presents potential source areas of storm water contamination. These areas were evaluated and plans made for practices to control possible pollution sources listed. It is important that the Contractors and/or Operator take note of these possible sources and implement the controls shown on the plans and specifications (and implement others as may be determined to prevent pollution from specific work items ongoing) and provide monitoring and maintenance items contained in this pollution prevention plan.

**Table 4-2
Locations of Potential Sources of Storm Water Contamination**

Potential Storm Water Contamination Point	Potential Pollutants	Potential Problem
Tree or vegetation removal areas	Soil erosion, fertilizer, pesticides, construction equipment fuel, oils, antifreeze	Erosion of soils from cleared and graded areas have the potential to discharge into highway drainage structures and adjacent property. Contaminants may reach Adjacent streams. Accidental spills or leaks of fuel, oils, solvents, antifreeze from construction equipment.
Cleared and Graded Areas	Soil erosion, fertilizer, pesticides	Erosion of soils from cleared and graded areas have the potential to discharge into highway drainage structures and adjacent property. Contaminants may reach Adjacent streams.
Construction areas	Soil erosion, pesticides, wood preservatives, concrete, oil, gasoline, cleaning solvents, plaster, adhesives, curing compounds, paint, kerosene, asphalt, anti-freeze	Accidental spills or leaks of fuel, oils, solvents, antifreeze from construction equipment. Erosion of exposed and stockpiled soils and degradation of scrap dry wall materials can potentially contaminate storm water. Asphalt chemicals can be released if rain occurs before curing is complete.
Equipment fueling and Maintenance Areas	Metals, hydrocarbons, oils and greases	Provide secondary containment, locate in upland areas, repair any leaks
All undisturbed areas	None	No storm water related issues in completely vegetated areas.

5.0 STORMWATER MANAGEMENT

The purpose of this section is to identify the types of temporary and permanent erosion and sediment controls that will be used during construction activities. The controls will provide soil stabilization for disturbed areas and structural controls to divert runoff and remove sediment. This section will also address control of other potential storm water pollutant sources such as construction materials (paints, concrete dust, solvents, plaster), waste disposal, control of vehicle traffic, and sanitary waste disposal.

The construction plans furnished separately as Appendix D contains the following drawings:

- Sheet L1 – Site Plan and Profile: This sheet provides the Water Main layout and general notes.
- Sheets P-1 through P-31 provide water main plans with erosion controls.
- Sheet EC-1 – Erosion Control Plan: This sheet provides detailed information on proposed erosion and sediment control Best Management Practices (BMP's), Notes, etc..
- Sheet EC-2 – Erosion Control Details: This sheet provides additional details for BMP's and earthwork and paving specifications.

Control Measures

To prevent soil from washing into the highway swales or into undisturbed areas of the site, the following BMP's will be implemented:

- Silt fencing will be placed along the lower perimeter of the area to be cleared and graded as shown on Appendix D Sheet 2. This silt fence should be placed prior to any land disturbing activity. Two rows of silt fence will be provided where work is within 50' of wetland areas. (No wetlands are within 50')
- A stabilized construction entrance will be constructed off of end of existing paving as shown on Appendix D, EC-2.
- Sediment tubes will be installed in drainage swales as shown on Appendix D, sheets EC-1 and EC-2. Provide others where needed on site as work progresses.
- Temporary and permanent grassing will be applied as specified on Appendix D sheet EC-1.

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- Any areas or stock piles will be seeded with temporary or permanent seeding no later than 14 days following the last construction activity in that area.
- The temporary perimeter controls (silt fencing, etc.) will not be removed until all construction activities at the site are complete and soils have been stabilized.
- Areas of the site to be paved will be temporarily stabilized with crushed stone base until asphalt is applied.

Construction Practices to Minimize Storm Water Contamination

Practices to minimize storm water contamination during construction and to address applicable non-numeric effluent limits identified in Section 3.2.10 of the CGP include:

- Limiting the amount of disturbed area and exposed soils. Do not stockpile excavated material where sediment can erode into surface waters.
- Leave native shoreline vegetation, (especially woody vegetation) unaltered wherever possible.
- Staging and/or phasing of the construction sequence (see construction plans sheet 4).
- Provide BMP sediment basins or traps for concentrated flow.
- Divert off-site stormwater flow around the construction area.
- Provide securely lidded dumpster for disposal of all trash and construction debris during building operations. When dumpster is not available, contractor is responsible to collect and package debris daily and transport to appropriate licensed landfill. Dumpsters should be emptied at least twice per month or when full and trash or debris hauled by licensed haulers to appropriate landfill.
- All personnel working at the site are to be instructed in the correct procedure for waste disposal, housekeeping and spill prevention practices.
- Portable sanitary facilities shall be provided on site for construction personnel. All sanitary waste is to be disposed of by a licensed sanitary waste management contractor. Empty at least weekly or as recommended by the waste management contractor for the number of personnel on site.
- Fertilizers and other site chemicals or to be used in the minimum amounts recommended by the manufacturer and stored in covered areas or sealed bins, etc. to avoid spills.
- All vehicles and construction equipment on site will be monitored for leaks and receive regular preventive maintenance to reduce the chance of leakage. Do not store in or near wetland areas.

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- All vehicle maintenance will occur in designated areas with appropriate spill prevention and containment measures implemented.
- Provide materials and equipment necessary for spill cleanup on site during construction. Equipment to include brooms, dust pans, mops, rags, gloves, goggles, spill absorbents, plastic and metal trash containers and other equipment specific to the work ongoing.
- Spray guns or chemical application equipment to be cleaned on removable tarps or plastic sheet.
- Concrete trucks will not be allowed to washout or discharge surplus concrete or drum wash water on the site. Prevent wet concrete from contacting surface waters.
- All spills should be cleaned up immediately upon discovery. Spills large enough to reach the storm water system will be reported to the SCDES State ERS at 1-888-481-0125 and the local SCDES office 803-778-6548. Contractors performing various types of work will be responsible for providing specific spill prevention control and countermeasure plans for their type of work or material usage.
- Dump trucks hauling materials to or from the site will be covered with a tarpaulin.

Other measures may be necessary and should be included in this plan when identified by the Owner / Operator / Contractor.

6.0 Maintenance

6.1 Inspections

Visual inspections of all disturbed and graded areas of the construction work will be performed daily while work is ongoing and all sediment and erosion control devices shall be inspected at least every seven (7) days. The inspection will be conducted by the SWPPP coordinator or his designated storm water team members. The inspection will verify that the structural BMPs described in Section 5 of this SWPPP are in good condition and are minimizing erosion. The inspection will also verify that the procedures used to prevent storm water contamination from construction materials and petroleum products are effective. If site inspections identify BMP's that are damaged or not operating effectively, maintenance must be performed as soon as practical or as reasonably possible and before the next storm event whenever practicable.

The following inspection and maintenance practices will be used to maintain erosion and sediment controls:

- Built up sediment will be removed from silt fencing when it has reached one-third the height of the fence.
- Silt fences will be inspected for depth of sediment, for tears, to see if the fabric is securely attached to the fence posts, and to see that the fence posts are firmly in the ground.
- Any sediment basins or traps (none planned at this time) will be inspected for depth of sediment and built up sediment will be removed when it reaches 1 foot in depth.
- Temporary and permanent seeding will be inspected for bare spots, washouts, and healthy growth.
- The work will be inspected for sediment tracked on the road (clean as required), and to make sure that the culverts are clear and working.

The maintenance inspection report will be made after each inspection. A copy of the report form to be completed by the SWPPP coordinator is provided in Appendix B of this SWPPP. Completed forms will be maintained at Clarendon County Administration Building, County Engineers Office during the entire construction project. Following construction, the completed forms will be retained at the same location for a minimum of 1 year.

If construction activities or design modifications are made to the project plans which could impact storm water, this SWPPP will be amended appropriately. The amended SWPPP will have a description of the new activities that may contribute to the increased pollutant loading and the planned source control activities.

6.2 Employee Training

A training program will be developed and implemented to educate employees about the requirements of the SWPPP. This education program will include background on the components and goals of the SWPPP emphasizing erosion controls, spill prevention and response, good housekeeping, proper material handling, disposal and control of waste, equipment fueling, and proper storage, washing, and inspection procedures. All employees will be trained prior to their first day on the site.

6.3 Certification

Certification statements are provided in Appendix C and in the “Notice of Intent for Storm Water Discharge” which will be submitted with this SWPPP to SCDES.

APPENDIX A
BMP Implementation and Maintenance Typical Details

(These are shown on Plans, Appendix D)

APPENDIX B
Inspection Reports



**NPDES Storm Water Construction
Compliance Inspection Report
(For Sites Covered Under CGP SCR10000)**

Permittee Inspection Report

Primary

Secondary

Project Name: Permit #: Permittee Name: Permittee Address: Inspection Date/Time:	Inspector name and title: Qualifications: Contact #: Last Inspection Date: Weather during inspection:
---	--

Section 1:

For each question below, mark the corresponding box: Yes, No, N/A. For all items marked "No", note Ref letter, and provide the Corrective action and Location of the deficiency, the original date noted, and the date it was corrected. For all items marked N/A, provide an explanation as to why this question is not applicable to your project.
 NOTE: Ref letters may be used multiple times for different corrective actions and locations.

Ref	Storm Water Plans and Related Documents	Yes	No	N/A
A	Is coverage letter, NOI, approvals, certifications, and a copy of the NPDES Construction General Permit (CGP) on site? (Readily available electronic copy of CGP acceptable) 3.1.1.H.V.			
B	Is the OS-SWPPP available on site or is its location posted as required? 3.1.6.			
C	Is there a rain gauge on site (or appropriate alternative) and are results being logged as required? 3.1.1.H.V.h. & 4.2.D.			
D	Are previous inspection reports on site and being conducted once every calendar week? 3.1.1.H.H. & 4.2.B.			
E	Does the OS-SWPPP match the current site conditions and are all BMPs identified? 3.1.1.H.III.			
F	Have all areas of the site that are disturbed or used for storage of materials exposed to precipitation been inspected? 4.2.A.I.			
G	Is the construction sequence being followed? 3.1.1.E. & 3.2.3.			
Ref	Corrective Actions and Locations 4.2.F.	Date Inspected	Date Corrected	

Stormwater Pollutant Controls			
H	Have erosion and sediment controls that are identified in the OS-SWPPP been installed, maintained, and operating as designed? 3.1.1.E., 3.2.6., & 4.2.F		
I	Have stormwater controls that are identified in the OS-SWPPP been installed, maintained, and operating as designed? 4.2.F		
J	Do all BMPs provided operate as designed and prove to be adequate for the location they are installed? 4.2.F.		
K	Do all areas have the necessary BMPs to control pollutants? 4.2.F		
L	Are the BMPs required by the OS-SWPPP appropriate for the existing Site conditions? 3.2.6 & 4.2.F.		
M	Soil Stabilization: Implemented and maintained as required? 3.1.1.E.		
N	Vehicle Tracking: Installed and maintained as shown on the OS-SWPPP? 3.1.1.E.		
O	Have all stormwater conveyance systems been inspected for evidence of, or potential for, pollutants entering these systems? 4.2.A.II.		
Ref	Corrective Actions and Locations 4.2.F.	Date Inspected	Date Corrected

Non-storm Water Pollutant Controls			
P	Concrete, Stucco, Paint (etc) Washouts: Located, installed and maintained? 3.1.1.E. & 3.2.10.D		
Q	Solid & Hazardous Wastes: Are trash, debris and hazardous materials properly managed? 3.1.1.E., 3.2.5 & 3.2.10 E.		
R	Sanitary Waste: Are portable toilets properly located and maintained? 3.1.1.E. & 3.2.10.D.		
Ref	Corrective Actions and Locations 4.2.F.	Date Inspected	Date Corrected

For any items listed in this section, a full description of the off site sedimentation is required. This includes, but may not be limited to: Location, estimated amount of sediment that has left the site, apparent cause of the sedimentation, and what corrective actions need to be taken to prevent this from recurring.

Off Site Sedimentation			
S	Are sediment or other pollutants controlled from leaving the site? 3.1.1.E & 4.2.F.		
T	Have BMPs kept sediment and other pollutants out of Waters of the State and US? 4.2.F.		
U	Is tracking of sediment onto adjacent streets controlled? 4.2.A.V.		
Ref	Corrective Actions and Locations 4.2.F.	Date Inspected	Date Corrected

Section 2:

Complete the following sections as necessary to comply with the permit. If weather information is kept on a separate log, it is not necessary to place on inspection report. If there are no discharges during inspection, state "No Discharges" in this section. **ALL INSPECTION REPORTS ARE TO BE SIGNED BY INSPECTOR.**

Comments:
Weather information since last inspection including: date and time of event, duration, and amount of precipitation 4.2.D:
Description of discharges occurring during inspection 4.2.F:

Inspector Signature:
<i>I certify that the information contained in this report is true and accurate to the best of my ability. I understand that providing false information may result in loss of certification and/or penalties.</i>

APPENDIX C
Certification Forms



CONTRACTOR CERTIFICATION FORM
For Coverage(s) Under South Carolina
NPDES General Permit For
Stormwater Discharges From Construction Activities SCR100000

(Maintain As Part of On-Site SWPPP)

Date: _____

A. Project Information

1. NPDES Coverage No.: SCR _____ State Permit (Tracking) No.: _____
 2. Project/Site Name (As Approved by Department): _____
 3. Owner/Operator Name: _____

B. Contractor Information

1. Name: _____ Title/Position: _____
 Mailing Address: _____ City: _____ State: _____ Zip: _____
 Company Name (As Applicable): _____
 Phone: _____ Email Address: _____
 2. Describe Construction-Related Responsibilities & Activities (Home construction, site grading, utility line installation, etc.):

C. Contractor Certification Statements & Agreement: *(Read the Contractor Certification statements below (in entirety) and provide date and signature of agreement below).* See Section 122.22 of S.C. Reg. 61-9 for signatory authority requirements. **DO NOT SIGN IN BLACK INK!**

"I certify by my signature below that I or I (on behalf of my company and its contractors and agents), as the case may be,

- (a) Understand, accept, and will adhere to the provisions of the Stormwater Pollution Prevention Plan (SWPPP) as it pertains to the portion of the project I am or my company is responsible for, and as required by the coverage under the National Pollutant Discharge Elimination System (NPDES) General Permit for Stormwater Discharges From Construction Activities SCR100000 issued to the Owner/Operator of the construction activity with whom I am or my company is under contract to perform construction related professional services;*
- (b) Am legally accountable to the SC Department of Health and Environmental Control (DHEC), under the authorities of the Clean Water Act and the SC Pollution Control Act, to ensure compliance with the terms and conditions of the SWPPP applicable to my or my company's portion of the project;*
- (c) Must comply with the terms and conditions of the Construction General Permit (CGP), will adhere to applicable standards and stormwater erosion control practices established in the SWPPP and in the Best Management Practices (BMP) manual at all times while performing work at the project site, and agree to implement corrective actions identified by the qualified inspector during a site inspection; and*
- (d) Understand that DHEC enforcement actions may be taken against any specific or combination of permittees and contractors if the terms and conditions of the SWPPP are not met.*

Therefore, having understood the above information, I am signing this certification as contractor to the aforementioned NPDES general permit."

Printed Name of Contractor

Title/Position

Signature of Contractor

Date Signed

Termination of Contractor Certification Agreement: DO NOT SIGN IN BLACK INK!
(When your land-disturbing activities at this site have been completed, sign and date below). After this date, you may not perform any land-disturbing activities at this site unless you sign a new contractor certification agreement).

Signature of Contractor

Date Signed

CONTRACTOR CERTIFICATION FORM

NPDES Coverage No.: SCR _____

State Permit (Tracking) No.: _____

Project/Site Name: _____

C. Contractor Certification Statements:

All contractors performing any land disturbing activity at a construction site must be certified and listed in the On-Site SWPPP (OS-SWPPP) in order to work on the site. *Read the Certification statements below (in entirety) and provide date and signature of agreement below.*

"I certify by my signature below that I or I (on behalf of my company and its contractors and agents), as the case may be,

- (a) Understand, accept, and will adhere to the provisions of the Stormwater Pollution Prevention Plan (SWPPP) as it pertains to the portion of the project I am or my company is responsible for, and as required by the coverage under the National Pollutant Discharge Elimination System (NPDES) General Permit for Stormwater Discharges From Construction Activities SCR100000 issued to the Owner/Operator of the construction activity with whom I am or my company is under contract to perform construction related professional services;*
- (b) Am legally accountable to the SC Department of Health and Environmental Control (DHEC), under the authorities of the Clean Water Act and the SC Pollution Control Act, to ensure compliance with the terms and conditions of the SWPPP applicable to my or my company's portion of the project;*
- (c) Must comply with the terms and conditions of the Construction General Permit (CGP), will adhere to applicable standards and stormwater erosion control practices established in the SWPPP and in the Best Management Practices (BMP) manual at all times while performing work at the project site, and agree to implement corrective actions identified by the qualified inspector during a site inspection; and*
- (d) Understand that DHEC enforcement actions may be taken against any specific or combination of permittees and contractors if the terms and conditions of the SWPPP are not met.*

Therefore, having understood the above information, I am signing this certification as contractor to the aforementioned NPDES general permit."

C. CONTRACTOR CERTIFICATION AGREEMENTS

(Sheet 1)

NPDES Coverage No.: SCR _____
Project/Site Name: _____

State Permit (Tracking) No.: _____

Please print legibly and complete all spaces on the form. *If you are an approved Blanket Utility Provider, you do not need to sign this form, but you must submit a copy of your Annual Blanket NOI registration information to the Owner/Operator.* Abbreviate if necessary and submit the completed form to the Owner/Operator. (When your land-disturbing activities at this site are complete, sign and date the termination agreement below. After this date, you may *not* perform any land-disturbing activities at this site unless you sign a new contractor certification agreement). **Additional certification agreement pages may be attached as necessary. DO NOT SIGN IN BLACK INK!**

Contractor Information:

Name: _____ Title/Position: _____
Company Name (As Applicable) _____
Mailing Address: _____ City: _____ State: ____ Zip: _____
Phone: _____ Email Address: _____

Contractor Certification (Signature of Agreement): Provide date and signature. **DO NOT SIGN IN BLACK INK!**

Signature of Contractor

Date Signed

Termination of Contractor Certification Agreement: Provide date and signature. **DO NOT SIGN IN BLACK INK!**

Signature of Contractor

Date Signed

Contractor Information:

Name: _____ Title/Position: _____
Company Name (As Applicable) _____
Mailing Address: _____ City: _____ State: ____ Zip: _____
Phone: _____ Email Address: _____

Contractor Certification (Signature of Agreement): Provide date and signature. **DO NOT SIGN IN BLACK INK!**

Signature of Contractor

Date Signed

Termination of Contractor Certification Agreement: Provide date and signature. **DO NOT SIGN IN BLACK INK!**

Signature of Contractor

Date Signed

Contractor Information:

Name: _____ Title/Position: _____
Company Name (As Applicable) _____
Mailing Address: _____ City: _____ State: ____ Zip: _____
Phone: _____ Email Address: _____

Contractor Certification (Signature of Agreement): Provide date and signature. **DO NOT SIGN IN BLACK INK!**

Signature of Contractor

Date Signed

Termination of Contractor Certification Agreement: Provide date and signature. **DO NOT SIGN IN BLACK INK!**

Signature of Contractor

Date Signed

C. CONTRACTOR CERTIFICATION AGREEMENTS
(Company Certifications)
(Sheet 2)

Use this sheet for certification agreements of contractors, subcontractors, etc. employed by the Contracting Company identified below **ONLY**. If you do not work for the company listed below, do not sign this sheet. If you are an approved Blanket Utility Provider, you do not need to sign this form, but you must submit a copy of your Annual Blanket NOI registration information to the Owner/Operator.

Abbreviate if necessary and submit the completed form to the Owner/Operator. (When your land-disturbing activities at this site are complete, sign and date the termination agreement below. After this date, you may *not* perform any land-disturbing activities at this site unless you sign a new contractor certification agreement). **Additional certification agreement pages may be attached as necessary.** Please print legibly and complete all spaces on the form. **DO NOT SIGN IN BLACK INK!**

NPDES Coverage No.: SCR _____ State Permit (Tracking) No.: _____
Project/Site Name: _____

Contracting Company Information:

Company Name _____
Mailing Address: _____ City: _____ State: _____ Zip: _____
Phone: _____ Email Address: _____

Contractor Information:

Contractor Name: _____ Title/Position: _____

Contractor Certification (Signature of Agreement): Provide date and signature. **DO NOT SIGN IN BLACK INK!**

Signature of Contractor

Date Signed

Termination of Contractor Certification Agreement: Provide date and signature. **DO NOT SIGN IN BLACK INK!**

Signature of Contractor

Date Signed

Contractor Name: _____ Title/Position: _____

Contractor Certification (Signature of Agreement): Provide date and signature. **DO NOT SIGN IN BLACK INK!**

Signature of Contractor

Date Signed

Termination of Contractor Certification Agreement: Provide date and signature. **DO NOT SIGN IN BLACK INK!**

Signature of Contractor

Date Signed

Contractor Name: _____ Title/Position: _____

Contractor Certification (Signature of Agreement): Provide date and signature. **DO NOT SIGN IN BLACK INK!**

Signature of Contractor

Date Signed

Termination of Contractor Certification Agreement: Provide date and signature. **DO NOT SIGN IN BLACK INK!**

Signature of Contractor

Date Signed

Instructions for Completing the Contractor Certification Form

If you are uncertain whether you need to obtain coverage under the NPDES General Permit for Stormwater Discharges From Construction Activities SCR100000 (CGP), if you cannot access the websites listed in these instructions, or if you have any questions, contact the Bureau of Water Stormwater Permitting Section at (803) 898-4300 or the Coastal Stormwater Permitting Section at (843) 953-0200. Please see the Bureau of Water, Stormwater Permitting website (<http://www.scdhec.gov/stormwater>) for guidance and additional information.

Who Must Complete a Contractor Certification Form

Contractors (who are not Permittees or Annual Blanket Utility providers), employed by a Primary or Secondary Permittee of a construction project or site, must complete a Contractor Certification Form before performing any land-disturbing activities at the construction site. Contractor Certification Forms do not require Department approval, however, this form must be signed, dated, and submitted by each contractor to the Owner/Operator prior to commencement of land-disturbing activities by the contractor.

General Guidance for this Form

Are there Other Requirements for Contractors Completing this form?

Contractors completing this form must also attend a pre-construction conference, and sign and date a Pre-Construction Conference Certification Agreement for each project or construction site where they will be performing construction activities. Contractors *cannot work at a construction site until they sign this certification form and document attendance at the Pre-Construction Conference held for the project or construction site. See Section 4.1 of the 2012 CGP for additional information.*

What Does This Certification Mean?

Upon signing this certification, the contractor is accountable to DHEC to ensure the terms and conditions of the approved Stormwater Pollution Prevention Plan (developed for the respective construction project or site) and the Construction General Permit (CGP) are implemented and adhered to in the respective area(s) of the plan where each contractor and/or company signing this form will be performing work. Each contractor becomes subject to DHEC enforcement actions if permit conditions are not met. *See Sections 2.2.3 and 2.3.2 of the 2012 CGP for additional information.*

Should the Owner/Operator Retain This Form?

The Owner/Operator of the construction site must retain completed Contractor Certification Forms with the approved On-Site SWPPP. This form must be retained for at least three years from the date permit coverage expires or is terminated.

Instructions for Completing this Form

Please print legibly and complete all spaces on the form. Abbreviate if necessary to stay within the space allowed for each item and submit the completed form to the Owner/Operator for the specific project or construction site listed in Section A.

Section A - Project Information

Provide all requested information. Enter the date, NPDES coverage number, and Tracking No. provided by the Department for the approved SWPPP. Enter the official or legal name of the project or site, as approved by the Department. If this project is for an individual lot or group of lots, provide the lot number(s). Provide the name of the Owner/Operator.

Section B – Contractor Information

Provide your legal name and title/position. As applicable, provide the legal (formal) name of the company, firm, public organization, or any other entity (you are employed by or represent) on whose behalf you will be performing contractor construction activities. Provide **your** mailing address, telephone and e-mail address. Briefly describe construction-related duties and responsibilities you or your company will perform for this project at the construction site.

Section C – Contractor Certification Statements & Agreement

Read the certification statements (in entirety). Provide your printed name and title or position. Date and sign the certification agreement. Return the signed and dated form to the Owner/Operator. **DO NOT SIGN IN BLACK INK.** Sheets 1 and 2 are formatted for multiple contractor signatures. Sheet 2 is ONLY for signatures within a specific company. Each may be copied as necessary. Sign and date the Termination of Contractor Certification Agreement when the services you provide for this project are complete. Return the signed and dated form to the Owner/Operator for record retention as a part of the On-Site SWPPP (OS-SWPPP).



PRE-CONSTRUCTION CONFERENCE CERTIFICATION FORM
For Coverage(s) Under South Carolina
NPDES General Permit For
Stormwater Discharges From Construction Activities SCR100000

(Maintain As Part of On-Site SWPPP)

A Pre-Construction Conference must be held for each project with an approved Comprehensive Stormwater Pollution Prevention Plan (C-SWPPP) and must be attended by all contractors, subcontractors, Blanket Utility Providers, etc. prior to their performing any construction-related or land-disturbing activities at the site. Documentation of attendance must be included in the On-Site SWPPP (OS-SWPPP). In some instances, the Department or the respective MS4 may require a pre-construction conference normally conducted off-site, be held on-site or, when justified, the Department may allow a conference normally conducted on-site, be held off-site by the Owner/Operator. An Owner/Operator may also choose, at their discretion, to hold a conference normally held off-site, at the construction site (on-site). (See Sections 2.2.3 and 4.1 of the CGP for additional information).

A. Pre-Construction Conference Information: (This section must be completed by person(s) conducting the conference ONLY)

1. Pre-Construction Conference Information:

Date of Pre-Construction Conference: _____ Time: _____

Project/Site Name (As Approved by Department): _____

NPDES Coverage No.: SCR _____ State Permit (Tracking) No.: _____

Owner/Operator Name: _____

2. Person(s) Conducting Pre-Construction Conference:

C-SWPPP Preparer or Registration Equivalent: Engineer Land Surveyor Landscape Architect

Printed Name: _____

S.C. Registration#: _____

Signature: _____

Primary Permittee or Secondary Permittee or Duly Authorized Representative (Per Section 122.22(b) of SC Reg. 61-9):

Printed Name: _____

Title/Position: _____

Signature: _____

Other

Printed Name: _____

Title/Position: _____

Signature: _____

3. Construction/Project Type & Conference Location:

Non-Linear (≥10 Disturbed Acres) Non-Linear (<10 Disturbed Acres) Linear (Not Part of LCP) Linear Activity (LCP)

Conference Location (See Notes below): On-Site Off-Site Approved Alternate Location
 (If offsite or Department or MS4-approved alternate location, identify or describe the specific location below):

Notes: Unless specifically required in writing or as a condition of the approved SWPPP by the Department or by the respective MS4 to be conducted otherwise, pre-construction conferences for:

- (a) Non-linear projects/sites that disturb 10 acres or more must be held on-site
- (b) Non-linear projects/sites that disturb less than 10 acres may be held off-site
- (c) Linear construction projects/sites (not part of a LCP) may be held off-site
- (d) Linear construction activities (within a LCP) must be held in accordance with disturbed area (<10 acres or ≥ 10 acres) criterion established for non-linear projects/sites

PRE-CONSTRUCTION CONFERENCE CERTIFICATION FORM

Date: _____
NPDES Coverage No.: SCR _____ State Permit (Tracking) No.: _____
Project/Site Name: _____

B. Pre-Construction Conference Certification Statements:

All contractors, subcontractors, Annual Blanket Utility Providers, etc. performing any construction-related (land-disturbing) activity at the above-listed construction project/site must attend a Pre-Construction Conference for that construction project/site and complete a Pre-Construction Conference Certification prior to their starting to work at the above-listed construction project/site. *Read the Certification statements below (in entirety) and provide date and signature of agreement below.*

"I certify by my signature below that:

- (a) I or I on behalf of my company, as the case may be, participated in a pre-construction conference for the above-listed project in accordance with the requirements of the Construction General Permit (CGP) with the individual who is responsible for the operational control of the Stormwater Pollution Prevention Plan (SWPPP) or the duly authorized representative, and/or the preparer of the SWPPP or person with registration equivalent to that of the preparer of the SWPPP, and
- (b) I or I on behalf of my company accept the terms and conditions of the SWPPP as it pertains to the portion or portions of the plan I or my company am responsible for, and as required by the National Pollutant Discharge Elimination System (NPDES) General Permit for Stormwater Discharges From Construction Activities SCR100000 issued to the Owner/Operator of the construction activity for which I or my company have been contracted to perform construction-related professional services."
- (c) Annual Blanket Utility Providers ONLY: "I also certify by my signature below that as a Blanket Utility Provider, I will only perform construction-related (land-disturbing) activities for this project that are covered in the approved SWPPP or approved subsequent modifications to the approved SWPPP."

PRE-CONSTRUCTION CONFERENCE CERTIFICATION FORM
(Sheet 1)

Date: _____
NPDES Coverage No.: SCR _____ State Permit (Tracking) No.: _____
Project/Site Name: _____

C. Pre-Construction Conference Certification Agreements:

Please print legibly and complete all spaces on the form. *Annual Blanket Utility providers must also provide their annual blanket registration number and expiration date.* Abbreviate if necessary and submit the completed form to the person(s) conducting the pre-construction conference. **Additional certification agreement pages may be attached as necessary. DO NOT SIGN IN BLACK INK!**

Contractor Information

Name: _____ Title/Position: _____
Company Name (As Applicable) _____
Mailing Address: _____ City: _____ State: ____ Zip: _____
Phone: _____ Email Address: _____
(Blanket Utility Only): Annual Blanket Registration Number: _____ Blanket Expiration Date: _____

Pre-Construction Conference Certification (Signature of Agreement): Provide date and signature. **DO NOT SIGN IN BLACK INK!**

Signature of Agreement

Date Signed

Contractor Information

Name: _____ Title/Position: _____
Company Name (As Applicable) _____
Mailing Address: _____ City: _____ State: ____ Zip: _____
Phone: _____ Email Address: _____
(Blanket Utility Only): Annual Blanket Registration Number: _____ Blanket Expiration Date: _____

Pre-Construction Conference Certification (Signature of Agreement): Provide date and signature. **DO NOT SIGN IN BLACK INK!**

Signature of Agreement

Date Signed

Contractor Information

Name: _____ Title/Position: _____
Company Name (As Applicable) _____
Mailing Address: _____ City: _____ State: ____ Zip: _____
Phone: _____ Email Address: _____
(Blanket Utility Only): Annual Blanket Registration Number: _____ Blanket Expiration Date: _____

Pre-Construction Conference Certification (Signature of Agreement): Provide date and signature. **DO NOT SIGN IN BLACK INK!**

Signature of Agreement

Date Signed

Contractor Information:

Name: _____ Title/Position: _____
Company Name (As Applicable) _____
Mailing Address: _____ City: _____ State: ____ Zip: _____
Phone: _____ Email Address: _____
(Blanket Utility Only): Annual Blanket Registration Number: _____ Blanket Expiration Date: _____

Pre-Construction Conference Certification (Signature of Agreement): Provide date and signature. **DO NOT SIGN IN BLACK INK!**

Signature of Agreement

Date Signed

C. PRE-CONSTRUCTION CONFERENCE CERTIFICATION AGREEMENTS

(Company Certification Agreements)

(Sheet 2)

Use this sheet for certification agreements of contractors, subcontractors, annual blanket utility providers, etc. employed by the Contracting Company identified on this sheet ONLY. **If you do not work for the company listed on this sheet, do not sign this sheet.** Please print legibly and complete all spaces on the form. *Blanket utility providers must complete this agreement and provide their annual blanket registration number and expiration date.*

Date: _____

NPDES Coverage No.: SCR _____

State Permit (Tracking) No.: _____

Project/Site Name: _____

Contracting Company Information:

Company Name _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

Phone: _____ Email Address: _____

Contractor Information:

Contractor Name: _____ Title/Position: _____

(Blanket Utility Only): Annual Blanket Registration Number: _____ Blanket Expiration Date: _____

Pre-Construction Conference Certification (Signature of Agreement): Provide date and signature. **DO NOT SIGN IN BLACK INK!**

Signature of Agreement

Date Signed

Contractor Name: _____ Title/Position: _____

(Blanket Utility Only): Annual Blanket Registration Number: _____ Blanket Expiration Date: _____

Pre-Construction Conference Certification (Signature of Agreement): Provide date and signature. **DO NOT SIGN IN BLACK INK!**

Signature of Agreement

Date Signed

Contractor Name: _____ Title/Position: _____

(Blanket Utility Only): Annual Blanket Registration Number: _____ Blanket Expiration Date: _____

Pre-Construction Conference Certification (Signature of Agreement): Provide date and signature. **DO NOT SIGN IN BLACK INK!**

Signature of Agreement

Date Signed

Contractor Name: _____ Title/Position: _____

(Blanket Utility Only): Annual Blanket Registration Number: _____ Blanket Expiration Date: _____

Pre-Construction Conference Certification (Signature of Agreement): Provide date and signature. **DO NOT SIGN IN BLACK INK!**

Signature of Agreement

Date Signed

Instructions for Completing the Pre-Construction Conference Certification Agreement

If you are uncertain whether you need to obtain coverage under the NPDES General Permit for Stormwater Discharges From Construction Activities.SCR100000 (CGP), if you cannot access the websites listed in these instructions, or if you have any questions, contact the Bureau of Water Stormwater Permitting Section at (803) 898-4300 or Coastal Stormwater Permitting Section at (843) 953-0200. Please see the Bureau of Water, Stormwater Permitting website (<http://www.scdhec.gov/stormwater>) for guidance and additional information.

Who Must Sign a Pre-Construction Conference Certification Agreement

All contractors, subcontractors, annual blanket utility providers, etc, who will work for an Owner/Operator at a construction site with an approved C-SWPPP, must attend a Pre-Construction Conference (in person) before performing any construction-related or land-disturbing activities that may affect the implementation of the approved SWPPP. This conference may be held simultaneously with all contractors and builders or may be conducted separately with one or more contractors or builders present. See Section 4.1 (Pre-Construction Conferences) of the Construction General Permit (CGP) for additional information.

General Guidance for This Form

Why Must I Attend a Pre-Construction Conference?

A Pre-Construction Conference must be held for each project or construction site with an approved Comprehensive Stormwater Pollution Prevention Plan (C-SWPPP). Each contractor, subcontractor, blanket utility provider, etc., who will work at a site must attend this conference. The primary purpose of this conference is for the preparer of the SWPPP, or someone with a registration equivalent to that of the preparer of the SWPPP, and/or the person with operational control of the plans and specifications (the Primary or Secondary Permittee or their duly authorized representative (as defined in Section 122.22(b) of SC Regulation 61-9)) to review and explain the On-Site SWPPP (OS-SWPPP) so that all contractors, subcontractors, etc. are aware of the requirements before they start performing construction-related (land disturbing) activities that may affect the implementation of the approved SWPPP. *Pre-Construction Conference attendance must also be documented and maintained within the On-Site SWPPP (OS-SWPPP).*

Where Should I Hold the Pre-Construction Conference?

Unless specifically required by the Department or the respective MS4 (in writing or as a condition of the approved SWPPP to be held otherwise), Pre-Construction Conferences must be conducted as follows:

- Non-linear projects or sites that disturb 10 acres or more must be held on-site;
- Non-linear projects or sites that disturb less than 10 acres may be held off-site;
- Linear construction projects or sites (not part of a Larger Common Plan, subdivision or development) may be conducted off-site
- Linear construction within a Larger Common Plan, subdivision, etc. are considered to be linear construction activities under the Construction General Permit (CGP) and are not defined as linear construction projects or sites. Conferences for linear construction activities must be conducted in accordance with disturbed area (<10 acres or \geq 10 acres) criterion listed above for non-linear sites under the CGP. See **Appendix A, Definitions, for additional information.**

In addition, person(s) conducting the conference (Owner/Operator) may choose, at their discretion, to hold a conference normally held off-site, on-site.

Instructions for Completing This Form

Please print legibly and complete all spaces on the form. Abbreviate if necessary to stay within the space allowed for each item. Submit the completed form to the person(s) conducting the Pre-Construction Conference.

Section A - Pre-Construction Conference Information

Persons conducting the conference may complete this section before the conference. Provide all requested information, including the date, time, project, and Owner/Operator identification information. Enter the official or legal name of the project or site as approved by the Department. Identify the person or persons conducting the conference. Identify the construction project type and conference location (on-site, off-site, or an alternate location approved by the Department or the respective MS4.) If your conference will be held off-site or at an alternate location, list or identify the specific location.

Section B - Pre-Construction Conference Certification Statements

Read the certification statements in entirety. If you are an Annual Blanket Utility, read the blanket utility statement also.

Section C - Pre-Construction Conference Certification Agreements

Sign Sheet 1 or 2 as applicable. Sheets 1 and 2 are formatted for multiple contractor certifications. Sheet 1 provides individual (person) certifications. Sheet 2 is ONLY for signatures within a specific company. If you use Sheet 1, provide your legal name, title or position, the name of your company, your mailing address, telephone and email address. If you use Sheet 2, provide the name, mailing address telephone, and email address of your company in Contracting Company Information. If you are an approved Annual Blanket Utility Provider, you must also provide your approved Annual Blanket Utility registration number and expiration date.

Sign and date the Pre-Construction Conference Certification (Signature of Agreement). **DO NOT SIGN IN BLACK INK.**

Return the signed and dated form to the Owner/Operator for record retention as a part of the On-Site SWPPP (OS-SWPPP)

APPENDIX D
Plans and Specifications
(FURNISHED SEPARATELY)