



# SWPPP Review Checklist

New Mexico State University  
[Storm Water Management Program](#)

**Background:** This checklist is used by New Mexico State University (NMSU) staff for Storm Water Pollution Prevention Plan (SWPPP) reviews. It is provided as a tool to assure the reviewer(s) that the required elements of a SWPPP are included per the 2012 Construction General Permit (CGP). Use of this checklist will help you to determine if the SWPPP is complete.

## Review Information

Project Name:	NMSU Project Manager:
Contractor:	SWPPP Date:
Reviewer Name:	Review Date:

## SWPPP Information - does the submitted plan contain the following:

Yes      No      N/A

[7.2.1 CGP] A stormwater team identified (by name or position), and each person's responsibilities?

[7.2.2 CGP] A descriptive narrative of the project and storm water components?

[7.2.2 CGP] Size of property (in acres)? Total area expected to be disturbed? Maximum area expected to be disturbed at any one time?

[7.2.3 CGP] Is the earth disturbing activity in response to a public emergency?

[7.2.4 CGP] Are the other operators and their areas of control identified?

[7.2.5 CGP] A sequence of the intended construction activities, including start dates and durations for all activities (installation of stormwater control measures; earth work; work cessation periods; soil stabilization; removal of temporary conveyance measures)? Refer to CGP 7.2.5 for details.

[7.2.6 CGP] Legible site map showing all elements as required by CGP 7.2.6?

[7.2.7 CGP] A list and description of all pollutant-generating activities, and the pollutants associated with each activity?

[7.2.8 CGP] Identification of all sources of allowable non-stormwater discharges listed in Part 1.3.d?

[7.2.9 CGP] Identification of all surface water within 50 feet of the project? If so, the SWPP must comply with all components of Part 2.1.2.1, including a description of the compliance alternative selected.

[2.1.2.2 CGP] Install Perimeter Controls

[2.1.2.3 CGP] Minimize Sediment Track-Out

[2.1.2.4 CGP] Control Discharges from Stockpiled Sediment or Soil

[2.1.2.5 CGP] Minimize Dust

[2.1.2.6 CGP] Minimize the Disturbance of Steep Slopes

[2.1.2.7 CGP] Preserve Topsoil

[2.1.2.8 CGP] Minimize Soil Compaction

[2.1.2.9 CGP] Protect Storm Drain Inlets

[2.1.3.1 CGP] Constructed Stormwater Conveyance Channels (may or may not be applicable)



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## SWPPP Information (continued) - does the submitted plan contain the following:

Yes      No      N/A

[7.2.10.1 CGP] Description of stormwater control measures utilized during construction. Ensure the CGP requirements of sections 2.2 and 9.4.1.4 have been met.

[7.2.11.1 CGP] Spill prevention and response procedures that incorporate the requirements of 2.3?

- [2.3.1 CGP] Prohibited Discharges
- [2.3.2 CGP] General Maintenance Requirements
- [2.3.3 CGP] Pollution Prevention Standards (fueling, maintenance, washing, and storage)
- [2.3.4 CGP] Emergency Spill Notification
- [2.3.5 CGP] Fertilizer Discharge Restrictions

[7.2.11.2 CGP] Waste management procedures?

[7.2.12 CGP] Procedures for Inspection (in accordance with Part 4), maintenance, and corrective actions (in accordance with Part 5), including personnel responsible for inspections, inspection schedule, and any checklists or other forms that will be used?

[7.2.13 CGP] Documentation that the required personnel were trained in accordance with Part 6?

[7.2.14 CGP] Documentation of compliance with other federal requirements (Endangered Species Act; Historic Properties; Safe Drinking Water Act)?

[7.2.15 CGP] Signed and dated certification statement in accordance with Appendix I, Part I.11?

[7.2.15 CGP] Once you are notified of your coverage under this permit, you must include the following documents as part of your SWPPP:

7.2.16.1 A copy of your NOI submitted to EPA along with any correspondence exchanged between you and EPA related to coverage under this permit;

7.2.16.2 A copy of the acknowledgment letter you receive from the NOI Processing Center or eNOI system assigning your permit tracking number;

7.2.16.3 A copy of this permit (an electronic copy easily available to the stormwater team is also acceptable).

[7.4.1 CGP] Is SWPP modification addressed? NOTE – addressing SWPPP modification is not a strict requirement of the SWPPP, however modifying based on conditions described in 7.4.1 is a requirement.



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*Note any SWPPP deficiencies here (add pages if needed):*

SWPPP Approved?      YES      NO      CONDITIONAL (pending correction of above deficiencies)