

STORMWATER POLLUTION PREVENTION PLAN (SWPPP) COVER PAGE

For Construction Activities At:

4219 Lorcom Lane
Arlington, VA 22207

Latitude: 38.901520 N (decimal degrees)

Longitude: -77.113813 W (decimal degrees)

Construction Activity Operator:

Classic Cottages, LLC
1000 Pendleton Street
Alexandria, VA 22314
703-256-1400

Elainna Wright <elainna@ccottages.com>
24-hour Emergency Contact –
Ronnie Poe 540-660-9849

SWPPP Preparation Date:

02/20/2019

CERTIFICATION

"I certify under penalty of law that I have read and understand this document and that this document and all attachments were prepared in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

Operator Name: Elainna Wright / Classic Cottages, LLC

Title: Architecture Department Manager

Signature: 

Date: 2/20/2019

1.0 SWPPP Documents Located Onsite & Available for Review

SWPPP Document Type	Located Onsite & Available for Review?	
Registration Statement	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> NA
Notice of Coverage Letter	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> NA
Construction General Permit	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> NA
Pollution Prevention Plan	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> NA
Erosion & Sediment Control Plan (or agreement in lieu of)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> NA
Stormwater Management Plan	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> NA

2.0 Authorized Non-Stormwater Discharges

Type of Authorized Non-Stormwater Discharge	Likely Present at Your Project Site?	
External buildings wash down	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Untamminated foundation or footing drains	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Untamminated excavation dewatering	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Landscape irrigation	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Others [describe]	<input type="checkbox"/> Yes	<input type="checkbox"/> No

3.0 Pollution Prevention Awareness

Employees will be given a “walk through” of the site identifying areas of possible pollution and will be shown Erosion and Sediment Controls and Pollution Prevention Practices (identified in Sections 4.0 and 5.0 of this SWPPP) that are applicable to their assigned job duties. A refresher meeting and “walk through” will be conducted on an as needed basis.

4.0 Erosion & Sediment Controls

Select all that apply	Erosion & Sediment Control	Estimated Installation Date	Estimated Removal Date	Responsible Party
<input checked="" type="checkbox"/>	Construction Entrance (Std. & Spec. 3.02)	5/27/2019	8/11/2019	Construction Activity Operator (See Cover Page of this SWPPP)
<input checked="" type="checkbox"/>	Silt Fence (Std. & Spec. 3.05)	5/22/2019	9/26/2019	
<input type="checkbox"/>	Culvert Inlet Protection (Std. & Spec. 3.08)	5/22/2019	9/26/2019	
<input type="checkbox"/>	Outlet Protection (Std. & Spec. 3.18)	5/22/2019	NA	
<input checked="" type="checkbox"/>	Temporary Seeding (Std. & Spec. 3.31)	As required by 3.31	NA	
<input checked="" type="checkbox"/>	Permanent Seeding (Std. & Spec. 3.32)	8/17/2019	NA	
<input checked="" type="checkbox"/>	Sodding (Std. & Spec. 3.33)	8/17/2019	NA	
<input checked="" type="checkbox"/>	Mulching (Std. & Spec. 3.35)	8/17/2019	NA	
<input type="checkbox"/>	Safety Fence (Std. & Spec 3.01)	5/22/2019	8/27/2019	

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<input type="checkbox"/>	Storm Drain Inlet Protection (Std. & Spec 3.08)	5/22/2019	8/27/2019	
<input checked="" type="checkbox"/>	Dewatering (Std. & Spec 3.26)	5/22/2019	8/27/2019	
<input type="checkbox"/>	Turbidity Curtain (Std. & Spec 3.27)	5/22/2019	8/27/2019	
<input checked="" type="checkbox"/>	Tree Protection (Arlington County Std. & Spec.)	5/22/2019	8/27/2019	
<input type="checkbox"/>	Others [describe]	N/A	N/A	

5.0 Potential Sources of Pollution & Pollution Prevention Practices

Pollutant-Generating Activity	Pollutants										Pollution Prevention Practice	Responsible Party
	Likely Present at your Project Site?	Sediment	Nutrients	Heavy Metals	pH (acids and bases)	Pesticides & Herbicides	Oil & Grease	Bacteria & Viruses	Trash, Debris, Solids	Other Toxic Chemicals		
Clearing, grading, excavating, and un-stabilized areas	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	X							X		(1)	Construction Activity Operator (See Cover Page of this SWPPP)
Paving operations	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	X					X		X		(2)	
Concrete washout and cement waste	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			X	X				X		(3)	
Structure construction, stucco, painting, and cleaning	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			X	X				X	X	(4)	
Dewatering operations	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	X	X						X		(5)	
Material delivery and storage	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	X	X	X	X		X		X	X	(6)	
Material use during building process	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		X	X	X		X		X	X	(7)	
Solid waste disposal	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No								X	X	(8)	
Sanitary waste	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		X		X			X			(9)	
Landscaping operations	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	X	X			X			X	X	(10)	
Others [describe]	<input type="checkbox"/> Yes <input type="checkbox"/> No										(11)	

Pollution Prevention Practices:

- (1) **Clearing, grading, excavating and un-stabilized areas** – Utilize erosion and sediment controls to prevent sediment laden or turbid runoff from leaving the construction site. Dispose of clearing debris at acceptable disposal sites. Apply permanent or temporary stabilization, sodding and/or mulching to denuded areas in accordance with the erosion and sediment control specifications and the general VPDES permit for discharges of stormwater from construction activities.
- (2) **Paving operations** – Cover storm drain inlets during paving operations and utilize pollution prevention materials such as drip pans and absorbent/oil dry for all paving machines to limit leaks and spills of paving materials and fluids.
- (3) **Concrete washout and cement waste** – Direct concrete wash water into a leak-proof container or leak-proof settling basin that is designed so that no overflows can occur due to inadequate sizing or precipitation. Hardened concrete wastes shall be removed and disposed of in a manner consistent with the handling of other construction wastes.
- (4) **Structure construction, stucco, painting and cleaning** – Enclose, cover or berm building material storage areas if susceptible to contaminated stormwater runoff. Conduct painting operations consistent with local air quality and OSHA regulations. Mix paint indoors, in a containment area or in a flat unpaved area. Prevent the discharge of soaps, solvents, detergents and wash water from construction materials, including the clean-up of stucco paint, form release oils and curing compounds.
- (5) **Dewatering operations** – Construction site dewatering from building footings or other sources may not be discharged without treatment. Sediment laden or turbid water shall be filtered, settled or similarly treated prior to discharge.
- (6) **Material delivery and storage** – Designate areas of the construction site for material delivery and storage. Place near construction entrances, away from waterways, and avoid transport near drainage paths or waterways.
- (7) **Material use during building process** – Use materials only where and when needed to complete the construction activity. Follow manufacturer’s instructions regarding uses, protective equipment, ventilation, flammability and mixing of chemicals.
- (8) **Solid waste disposal** – Designate a waste collection area on the construction site that does not receive a substantial amount of runoff from upland areas and does not drain directly to a waterway. Ensure that containers have lids so they can be covered before periods of rain, and keep containers in a covered area whenever possible. Schedule waste collection to prevent the containers from overflowing.
- (9) **Sanitary waste** – Prevent the discharge of sanitary waste by providing convenient and well-maintained portable sanitary facilities. Locate sanitary facilities in a convenient location away from waterways.
- (10) **Landscaping operations** – Maintain as much existing vegetation as practicable. Apply permanent or temporary stabilization, sodding and/or mulching to denuded areas in accordance with the erosion and sediment control specifications and the general VPDES permit for discharges of stormwater from construction activities. Apply nutrients in accordance with manufacturer’s recommendations and not during rainfall events.
- (11) **Others** – If applicable, describe your Pollution Prevention Practice.

6.0 Stormwater Management Controls

Select all that apply	Stormwater Management Control	Estimated Installation Date	Responsible Party
<input type="checkbox"/>	Post-development Stormwater Management Controls provided by a Larger Common Plan of Development or Sale	N/A	Common Plan Construction Activity Operator
<input type="checkbox"/>	Rooftop Disconnection	N/A	Construction Activity Operator (See Cover Page of this SWPPP)
<input type="checkbox"/>	Sheet flow to Vegetated Filter (1 or 2)	N/A	
<input type="checkbox"/>	Grass Channel	N/A	
<input type="checkbox"/>	Rainwater Harvesting	N/A	
<input checked="" type="checkbox"/>	Permeable Pavement (1 or 2)	7/1/2019	

Select all that apply	Stormwater Management Control	Estimated Installation Date	Responsible Party
<input type="checkbox"/>	Infiltration (1 or 2)	N/A	Construction Activity Operator (See Cover Page of this SWPPP)
<input checked="" type="checkbox"/>	Bioretention (1 or 2)	7/1/2019	
<input type="checkbox"/>	Others [describe]	N/A	
<input type="checkbox"/>	Exempted	NA	NA

7.0 Spill Prevention & Response

Most spills can be cleaned up following manufacturer specifications. Absorbent/oil dry, sealable containers, plastic bags, and shovels/brooms are suggested minimum spill response items that should be available at this location.

- 1st Priority: Protect all people
- 2nd Priority: Protect equipment and property
- 3rd Priority: Protect the environment

1. Check for hazards (flammable material, noxious fumes, cause of spill) – if flammable liquid, turn off engines and nearby electrical equipment. If serious hazards are present leave the area and call 911. LARGE SPILLS ARE LIKELY TO PRESENT A HAZARD.
2. Make Sure the spill area is safe to enter and that it does not pose an immediate threat to health or safety of any person.
3. Stop the spill source.
4. Call co-workers and supervisor for assistance and to make them aware of the spill and potential dangers.
5. If possible, stop spill from entering drains (use absorbent or other material as necessary).
6. Stop spill from spreading (use absorbent or other material)
7. If spilled material has entered a storm sewer; contact locality's storm water department.
8. Clean up spilled material according to manufacturer specifications, for liquid spills use absorbent materials and do not flush area with water.
9. Properly dispose of cleaning materials and used absorbent material according to manufacturer specifications.

Emergency Contacts:

Normal Working Hours

DEQ Northern Regional Office 703-583-3800

Nights, Holidays & Weekends

VA Dept. of Emergency Management 804-674-2400
24 Hour Reporting Service

Local Contacts

Arlington County Fire & Police 703-558-2222
DES Water, Sewer, Streets 24-Hour Emergency 703-228-6555
Washington Gas Emergency 703-750-1400

8.0 Self Inspections Report & Corrective Action Log (make additional copies as necessary)

Qualified Inspector

Company/Organization: Classic Cottages, LLC
Name: Christopher Davis
Telephone Number: 540-974-5196
Qualifications: RLD 11685

Inspection Schedule

Discharges to impaired waters, surface waters within a TMDL watershed, or exceptional waters:

Once every 4 business days.

Inspection Date:

Type of Inspection: Regular Pre-storm event During storm event Post-storm event

Phase of construction: Pre-Con DEMO Clearing Building Grading Final Stabilization

Is a copy of the SWPPP available on site? Yes No Is the SWPPP complete? Yes No

Are there any discharges at the time of this inspection? Yes No If yes, describe:

Have any discharge occurred since the last inspection? Yes No If yes, describe:

Best Management Practices (BMPs)	In Compliance with SWPPP?	Corrective Action Needed; Responsible Party & Notes	Date Corrective Action Taken
Are all construction exits preventing sediment from being tracked onto the adjacent streets?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA		
Are perimeter controls and sediment barriers adequately installed and maintained?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA		
Are storm drain inlets properly protected? (on-site and adjacent)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA		
Are discharge points and receiving waters free of any sediment deposits?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA		

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Best Management Practices (BMPs)	In Compliance with SWPPP?	Corrective Action Needed; Responsible Party & Notes	Date Corrective Action Taken
Are all slopes and disturbed areas not actively being worked properly stabilized?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA		
Are washout facilities (e.g., concrete, paint, stucco) available, clearly marked and maintained?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA		
Is trash/litter from work areas collected and contained in dumpsters?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA		
Are non-stormwater discharges (e.g., wash water, dewatering) properly controlled?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA		
Are natural resources (e.g., streams, wetlands, mature trees) area protected with barriers or similar BMPs?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA		
Are vehicle and equipment fueling, cleaning and maintenance areas free of spills, leaks, or other deleterious material?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA		
Are materials that are potential stormwater contaminants stored inside or under cover?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA		
Are disturbed areas stabilized within 7 days, if areas denuded will remain undisturbed for 14 days?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA		

Non – Compliance

Describe any incidents of non-compliance not described above (use another page is necessary)

Certification

“I certify under penalty of law that I have read and understand this document and that this document and all attachments were prepared in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.”

Operator or Assigned Qualified Personnel Name: _____

Signature: _____

Date: _____

9.0 Grading & Stabilization Activities Log

Date Grading Activity Initiated	Description of the Grading Activity (including location)	Date Grading Activity Ceased	Date Stabilization Measures Initiated	Description of the Stabilization Measure (including location)

10.0 SWPPP Modification & Update Log

Modification Date	Description of the Modification / Update (name & title that request the modification)	Modification Prepared By (name & title)

INSTRUCTIONS for COMPLETING the SINGLE FAMILY RESIDENCE, COMMON PLAN of DEVELOPMENT or SALE STORMWATER POLLUTION PREVENTION PLAN (SWPPP)

General

A Stormwater Pollution Prevention Plan (SWPPP) must be developed prior to obtaining locality (e.g., City, County, Town) authorization to commence land disturbance.

SWPPP Cover Page

For a construction activity, enter the project/site name and physical address (if available), including city (or town), state and zip code. Enter the latitude and longitude in decimal degrees of the construction activity.

Enter the Construction Activity Operator's company/organization name, the Operator's name and mailing address, including city (or town), state, and zip code, telephone number, email address (if available), and a 24-hour emergency contact.

Enter the SWPPP preparation date.

The Construction Activity Operator identified on the cover page of the SWPPP is responsible for certifying the information contained therein. Please sign the certification in INK. Please note that state statutes require the SWPPP to be signed as follows:

- (1) For a corporation: by a responsible corporate officer;
- (2) For a partnership or sole proprietorship: by a general partner or the proprietor, respectively;
- (3) For a municipality, state, federal, or other public agency: by either a principal executive officer or ranking elected official.

Section 1.0 SWPPP Documents Located Onsite & Available for Review

Utilize the provided checklist to ensure that the required SWPPP documents are located onsite and are available for review, if applicable.

Section 2.0 Authorized Non-Stormwater Discharges

Identify the authorized non-stormwater discharges likely to be present at the project site. If an unlisted authorized non-stormwater discharge is likely to be present at the project site, provide it here.

Section 3.0 Pollution Prevention Awareness

Provide employees with a "walk through" of the project site and identify areas of possible pollution, erosion and sediment controls, and pollution prevention practices which are applicable to their assigned job duties. Conduct refresher meetings and perform additional "walk throughs" on an as needed basis.

Section 4.0 Erosion & Sediment Controls

Identify the erosion and sediment controls to be implemented at the project site. For each erosion and sediment control, enter the estimated installation date and estimated removal date. If an unlisted erosion and sediment control will be implemented at the project site, provide the applicable information here.

Section 5.0 Potential Sources of Pollution & Pollution Prevention Practices

Identify the pollutant-generating activities likely to be present at the project site; implement and maintain the corresponding pollution prevention practices. If an unlisted pollutant-generating activity is likely to be present at the project site, describe it, identify the associated pollutant(s), and provide the corresponding pollution prevention practice(s) to be implemented and maintained.

Section 6.0 Stormwater Management Controls

Identify the stormwater management controls to be implemented at the project site, if applicable. For each stormwater management control, enter the estimated installation date. If an unlisted stormwater management control will be implemented at the project site, provide the applicable information here.

Section 7.0 Spill Prevention & Response

Most spills can be cleaned up following manufacturer specifications. The priority should be to protect all people, equipment, property, and the environment. Enter the telephone number of your local fire and police departments.

Section 8.0 Inspections & Corrective Action Log

Enter the qualified inspector's company/organization name, the inspector's name, telephone number, and qualifications. Select the applicable inspection type, enter the construction activity inspection date, and enter the date and rainfall amount of the last measurable storm event (if applicable). Identify if the implemented best management practices are in compliance with the SWPPP. Enter corrective actions needed; the party responsible for implementing the corrective actions, and the date corrective actions were taken, if applicable. Make additional copies of the inspection and corrective action log as necessary.

Section 9.0 Grading & Stabilization Activities Log

Enter the date grading activities were initiated, a description of the grading activities including location, the date grading activities ceased, the date stabilization measures were initiated, and a description of the stabilization measures including location.

Section 10.0 SWPPP Modification & Update Log

Enter the SWPPP modification date, description of the SWPPP modification/update, and the name and title of the SWPPP modification preparer, if applicable.