

VILLAGE OF VOORHEESVILLE STORMWATER MANAGEMENT

Pre-Construction Instructions of SWPPP Procedures

Construction activity that creates a site disturbance of one acre or more is to be in conformance with the Stormwater Pollution Prevention Plan (SWPPP) prepared for the project by a qualified Engineer and in accordance with the current NYSDEC SPDES General Permit from Construction Activity requirements. Site disturbance of 5 acres or more is to receive prior written authorization from the NYSDEC. The Village of Voorheesville is aMS4 (Municipal Separate Storm Sewer System) and administers the General Permit. The Stormwater Officer will be the administrator during construction.

The SWPPP is to be kept current and is to be amended by a qualified engineer familiar with the General Permit requirements for the following:

- a) whenever the current provisions prove to be ineffective in minimizing pollutants in stormwater discharges from the site;
- b) Wherever there is a change in design, construction, or operation at the construction site that has or could have an effect on the discharge of pollutants; and
- c) To address issues or deficiencies identified during an inspection by the qualified inspector, the NYSDEC or regulating authority.

Contractors Responsibilities

- Contractors and subcontractors that create site disturbances involving sedimentation and erosion control measures are to each identify at least one individual from their company which is a trained contractor in accordance with the requirements contained in the General Permit that will be responsible for implementation of the SWPPP. This individual will be referred to as the trained contractor, and will need to provide current documentation of completing the 4-hour NYSDEC endorsed training in proper erosion and sedimentation control principles.
- The trained contractor inspector is to perform daily SWPPP oversight and certification.
- All contractors that create site disturbance are required to sign the contractor's certification statement contained in the SWPPP before commencing any construction activity.
- Erosion control measures are to be in place and inspected by qualified inspector prior to any site disturbance.
- Erosion control measures are to remain in place as required during the construction period or as directed by the qualified inspector and the Village stormwater officer.
- Stone stockpile to be on site for replenishment of construction entrance.
- Violations of the SWPPP and General Permit are to be corrected within 24 hours of notification.

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- Contractor is to provide a Spill Prevention and Response Plan, with detailed steps and procedures should a spill occur, and shall identify contact names.

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Qualified Inspector Responsibilities

- A qualified inspector shall meet the requirements as contained in the General Permit.
- The qualified inspector, along with the stormwater officer, shall conduct an inspection and certify the installation of the erosion and sediment control measures prior to start of site disturbance.
- A qualified inspector shall conduct site inspections in conformance with requirements contained in Part IV of the General Permit.
- Inspections shall be conducted at least once every seven (7) calendar days.
- Inspection reports are to be prepared for each site inspection and contain information in accordance with the General Permit.
- Inspection reports are to be current and maintained in the on-sight SWPPP and a PDF of the report submitted to the stormwater officer.
- Should erosion and sedimentation measures not perform to requirements, or for any deviation from the SWPPP, an alternative is to be developed, reviewed and approved by a qualified engineer with an amendment to the SWPPP.
- Where soil disturbances have been temporarily suspended and stabilization measures applied to all disturbed areas, inspections can be conducted at least once every thirty (30) calendar days.
- The qualified inspector is to inform the stormwater officer and the contractor within one business day after the inspection of any corrective action that needs to be taken.
- The contractor or subcontractor shall begin corrective action within 24 hours of notification and completed in a reasonable time.
- The stormwater officer is to be notified immediately of any illicit discharges.
- If violations are not promptly addressed or continue, the Village of Voorheesville may initiate enforcement, which includes issuance of a stop work order.
- A copy of the General Permit, NOI, SWPPP and inspection reports are to be maintained at an accessible location at the construction site until the Notice of Termination (NOT) has been submitted. The SWPPP is to be updated whenever there is a change in the erosion and control measures or design.
- At completion of the project and when all conditions as contained in Part V of the General Permit are met, the qualified inspector shall perform a final inspection with the stormwater officer and complete the certifications of the NOT.