

SWPPP Template (Utah) – Instructions

DWQ has developed this Storm Water Pollution Prevention Plan (SWPPP) template for construction sites permitted under the Construction General Storm Water Permit (CGP). The template gives you a framework to ensure that your SWPPP addresses the necessary elements required by the permit. Additional resources are available on the DWQ's [General Construction Storm Water Website](#).

This template covers most of the SWPPP elements that the Utah CGP requires, however, you are encouraged to customize this template to reflect unique conditions at the site or address a requirement not covered in the provided sections.

Using the SWPPP template

This Word template provides instructions and space for project details. Read each section's instructions before filling it out, referring to the permit section for exact wording or additional resources if needed. Delete instructions for a cleaner document. Add tables or text as needed. Some sections may require minimal or no input, while others may need detailed explanations.

Tips for completing the SWPPP template

- Utilize the EPA's guidance on [Developing Your Storm Water Pollution Prevention Plan](#) (SWPPP Guide).
- If multiple parties are responsible for storm water management on your project, consider coordinating with them when developing your SWPPP.
- Modify this SWPPP template to meet your project's specific requirements. Be sure to include important aspects of the SWPPP that go beyond the boundaries of the project.
- Utah Code § 19-5-108.3 directs DWQ to publish a [Preferred List of Stormwater Best Management Practices \(BMPs\)](#). You may, but are not required to, use this BMP manual resource to help select BMPs for the project, and cite the BMP manual as needed to meet Description of Storm water Controls requirements (CGP Part 7.3.5) in Sections 4, 5, and Appendix H of the SWPPP template.
- Make sure you inform subcontractors about limitations or special requirements if their work intersects with SWPPP requirements. You might write a section of your SWPPP specifically for a subcontractor and deliver that section to the sub-contractor before his work commences.

Recordkeeping:

Keep all required documents (paper or electronic), including the SWPPP, inspection reports, corrective-action logs, NOI and other permit required records, readily available on-site for review during inspections (CGP Parts 4.7.3, 5.4.4, 7.3.9 and 7.4.1). Retain records for at least three years after final stabilization (CGP Part 9.18).

Storm Water Pollution Prevention Plan (SWPPP)

For Construction Activities At:

Insert Project Name
Insert Project Site Location/Address
Insert City, State, Zip Code
Insert Project Site Telephone Number (if applicable)

Operator:

Insert Company or Organization Name
Insert Name
Insert Address
Insert City, State, Zip Code
Insert Telephone Number
Insert Fax/Email

SWPPP Prepared By:

Insert Company or Organization Name
Insert Name
Insert Address
Insert City, State, Zip Code
Insert Telephone Number
Insert Fax/Email

SWPPP Preparation Date:

__/__/__

UPDES ID Permit Tracking Number*:

UTR_____

** This is the unique number assigned to your project after you have applied for coverage under the Utah Pollutant Discharge Elimination System (UPDES) Construction General Permit. If this template is filled out first, you can leave the tracking number blank until after you have applied for coverage.*

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SECTION 1: STORMWATER TEAM

Instructions (CGP Parts 6.1, 6.2, 6.3, 6.4 and 7.3.1):

- Identify the staff members that are part of the project's storm water team as well as their responsibilities. The storm water team is comprised of individuals who are responsible for the development of the SWPPP, any later modifications to it, installing and maintaining storm water controls, conducting site inspections, and making corrective actions where required.
- Provide documentation of the training received by all team members responsible for conducting site inspections in Appendix G of this template (CGP Parts 6.3 and 7.3.1).
- Each member of the storm water team must have ready access to either an electronic or paper copy of the 2024 CGP and the SWPPP (CGP Part 6.4).
- A SWPPP writer for a site greater than 5 acres, with a perennial surface water within 50 feet of the project, or with a steep slope (70% or 35 degrees or more) must complete a training program that demonstrates they are a "qualified person" per CGP Part 7.2. Sign the acknowledgement page in Section 10, if applicable.
- The following personnel, at a minimum, must receive training on their responsibilities (CGP Part 6.1/6.2):
 - ✓ Personnel who are responsible for the design, installation, maintenance, and/or repair of storm water controls (including pollution prevention measures);
 - ✓ Personnel responsible for the application and storage of treatment chemicals;
 - ✓ Personnel who are responsible for conducting inspections as required in Part 6.3.; and
 - ✓ Personnel who are responsible for taking corrective actions as required in Part 5.
- For more on training, see the *EPA SWPPP Guide*, Chapter 8.

Remove these instructions to create a cleaner document.

1.1 Storm Water Team

Name, Position, and Contact Info.	Responsibilities	I Have Completed Training Required by CGP Part 6.2	I Have Read the CGP and Understand the Applicable Requirements
Insert Name of Responsible Person Insert Position Insert Telephone Number Insert Email	Insert Responsibility (i.e., design, installation, maintenance, and/or repair of BMPs; taking corrective actions)	☐ Yes ☐ No	☐ Yes
Insert Name of Responsible Person Insert Position Insert Telephone Number Insert Email	Insert Responsibility	☐ Yes ☐ No	☐ Yes
Insert Name of Responsible Person Insert Position Insert Telephone Number Insert Email	Insert Responsibility	☐ Yes ☐ No	☐ Yes

[Insert or delete rows as necessary.]

1.2 Storm Water Inspection Team

Name, Position and Contact Info.	Training(s) Received	Date Training(s) Completed	Confirm that it Satisfies the Minimum Elements of CGP Part 6.3.b
Insert Name of Responsible Person Insert Position Insert Telephone Number Insert Email	Insert Title of Training Received	Date: Click here to enter a date.	☐ Principles and practices of erosion and sediment control and pollution prevention practices at construction sites ☐ Proper installation and maintenance of erosion and sediment controls and pollution prevention practices used at construction sites ☐ Performance of inspections, including the proper completion of required reports and documentation, consistent with the requirements of Part 4
Insert Name of Responsible Person Insert Position Insert Telephone Number Insert Email	Insert Title of Training Received	Date: Click here to enter a date.	☐ Principles and practices of erosion and sediment control and pollution prevention practices at construction sites ☐ Proper installation and maintenance of erosion and sediment controls and pollution prevention practices used at construction sites ☐ Performance of inspections, including the proper completion of required reports and documentation, consistent with the requirements of Part 4
Insert Name of Responsible Person Insert Position Insert Telephone Number Insert Email	Insert Title of Training Received	Date: Click here to enter a date.	☐ Principles and practices of erosion and sediment control and pollution prevention practices at construction sites ☐ Proper installation and maintenance of erosion and sediment controls and pollution prevention practices used at construction sites ☐ Performance of inspections, including the proper completion of required reports and documentation, consistent with the requirements of Part 4

[Insert or delete rows as necessary.]

SECTION 2: NATURE OF CONSTRUCTION ACTIVITIES

2.1 Construction Site Estimates

Instructions (CGP 7.3.2.b-c):

- State the property's total lot size.
- Estimate the total area that will be disturbed by construction activities (excavation, grading, staging, borrow and fill areas, etc.)

Remove these instructions to create a cleaner document.

The following are estimates for the construction site.

Total project area (parcel size): _____ acres

Construction site area to be disturbed: _____ acres

2.2 Construction Activity Descriptions

Instructions (CGP 7.3.2.a, d & g):

- Briefly describe the nature of the construction activity and support areas.
- Provide typical business days and hours of operation.
- For more information see CGP Part 7.3.2 and *EPA SWPPP Guide*, Chapter 3.A.

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Type of Construction Site (*check all that apply*):

- ☐ Single-Family Residential ☐ Multi-Family Residential ☐ Commercial
☐ Industrial ☐ Institutional ☐ Highway or Road ☐ Utility
☐ Other _____

Describe the general scope of work for the project, major phases of construction, etc.

INSERT TEXT HERE

Describe any on-site and off-site construction support activity areas (e.g., concrete or asphalt batch plants, equipment staging yards, material storage areas, excavated material disposal areas, borrow areas):

INSERT TEXT HERE

Typical site business days and times:

INSERT TEXT HERE

2.3 Description and Projected Schedule

Instructions (CGP 7.3.2.e):

- Provide a detailed construction schedule that includes: Start of work in each site area, any planned stoppages of work, stabilizations milestones, and site close-out dates (i.e., removal of temporary storm water controls, equipment and pollutant-generating activities).
- For more information, see *EPA SWPPP Guide*, Chapter 4, ESC Principle 2. It might be useful to develop a separate, detailed site map for each phase of construction.

Remove these instructions to create a cleaner document.

Phase I

Insert General Discription of Phase	
Estimated Start Date of Construction Activities for this Phase	Insert Estimated Date
Estimated End Date of Construction Activities for this Phase	Insert Estimated Date
Estimated Date(s) of Application of Stabilization Measures for Areas of the Site Required to be Stabilized	Insert Estimated Date [Add additional dates as necessary]
Estimated Date(s) when Stormwater Controls will be Removed	Insert Estimated Date [Add additional dates as necessary]

Phase II

Insert General Discription of Phase	
Estimated Start Date of Construction Activities for this Phase	Insert Estimated Date
Estimated End Date of Construction Activities for this Phase	Insert Estimated Date
Estimated Date(s) of Application of Stabilization Measures for Areas of the Site Required to be Stabilized	Insert Estimated Date [Add additional dates as necessary]
Estimated Date(s) when Stormwater Controls will be Removed	Insert Estimated Date [Add additional dates as necessary]

Phase III

Insert General Discription of Phase	
Estimated Start Date of Construction Activities for this Phase	Insert Estimated Date
Estimated End Date of Construction Activities for this Phase	Insert Estimated Date
Estimated Date(s) of Application of Stabilization Measures for Areas of the Site Required to be Stabilized	Insert Estimated Date [Add additional dates as necessary]
Estimated Date(s) when Stormwater Controls will be Removed	Insert Estimated Date [Add additional dates as necessary]

Phase IV

Insert General Discription of Phase	
Estimated Start Date of Construction Activities for this Phase	Insert Estimated Date
Estimated End Date of Construction Activities for this Phase	Insert Estimated Date
Estimated Date(s) of Application of Stabilization Measures for Areas of the Site Required to be Stabilized	Insert Estimated Date [Add additional dates as necessary]
Estimated Date(s) when Stormwater Controls will be Removed	Insert Estimated Date [Add additional dates as necessary]

[Repeat as needed]

2.4 Potential Sources of Pollution

Instructions (CGP 7.3.2.f):

- Identify and describe all potential sources of pollution or pollutant-generating activity (e.g., paving operations; concrete, paint, and stucco washout and waste disposal; solid waste storage and disposal), other than sediment, which could be exposed to rainfall or snowmelt, and may reasonably be expected to discharge from the construction site.
- For more information, see *EPA SWPPP Guide*, Chapter 3.A.

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Pollutant-Generating Activity (e.g., paving operations; concrete, paint, and stucco washout and waste disposal; solid waste storage and disposal; and dewatering operations)	Pollutants or Pollutant Constituents (e.g., sediment, fertilizers, pesticides, paints, caulks, sealants, fluorescent light ballasts, contaminated substrates, solvents, fuels)
Insert Pollutant-Generating Activity	Insert Pollutant(s)
Insert Pollutant-Generating Activity	Insert Pollutant(s)
Insert Pollutant-Generating Activity	Insert Pollutant(s)
Insert Pollutant-Generating Activity	Insert Pollutant(s)
Insert Pollutant-Generating Activity	Insert Pollutant(s)
Insert Pollutant-Generating Activity	Insert Pollutant(s)

[Include additional rows or delete as necessary.]

2.5 Non-Storm Water Discharges

Instructions (CGP 7.3.4):

- Identify all allowable sources of non-storm water discharges and how they will be controlled. A list of allowable non-storm water discharges is found in the CGP Part 1.2.2.
- For more information, see *EPA SWPPP Guide*, Chapter 3.A.

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List of Authorized Non-Stormwater Discharges Present at the Site

Authorized Non-Stormwater Discharge	Will or May Occur at Your Site?
Discharges from emergency fire-fighting activities	☐ Yes ☐ No
Fire hydrant flushings	☐ Yes ☐ No
Landscape irrigation	☐ Yes ☐ No

Authorized Non-Stormwater Discharge	Will or May Occur at Your Site?
Water used to wash vehicles and equipment	☐ Yes ☐ No
Water used to control dust	☐ Yes ☐ No
Potable water including uncontaminated water line flushings	☐ Yes ☐ No
External building washdown (soaps/solvents are not used and external surfaces do not contain hazardous substances)	☐ Yes ☐ No
Pavement wash waters	☐ Yes ☐ No
Uncontaminated air conditioning or compressor condensate	☐ Yes ☐ No
Uncontaminated, non-turbid discharges of ground water or spring water	☐ Yes ☐ No
Foundation or footing drains	☐ Yes ☐ No
Uncontaminated construction dewatering water	☐ Yes ☐ No

2.6 Site Maps

Instructions (CGP 7.3.3):

- Attach site maps to Appendix A. For most projects, a series of site maps is recommended. The first should show the undeveloped site and its current features. An additional map or maps should be created to show the developed site or for more complicated sites show the major phases of development.

These maps should include the following:

- Boundaries of the property
- Locations of earth-disturbing activities, including demolition, and note any phasing;
- Direction(s) of storm water flow and approximate slopes before and after major grading activities;
- Type and extent of pre-construction cover (vegetative cover, pavement, etc.);
- Locations of stockpiles and material storage;
- Water crossings and all water of the state within one mile downstream of the site's discharge point;
- Designated points where vehicles enter onto paved roads;
- Locations of structures and other impervious surfaces upon completion of construction;
- On-site and off-site construction support activity areas covered by the permit;
- Storm water and authorized non-storm water discharge locations to inlets or waters of the state;
- Locations of all potential pollutant-generating activities;
- Locations of storm water controls, including natural buffer areas; and
- Locations where polymers, flocculants, or other treatment chemicals will be used and stored.
- For more information, see *EPA SWPPP Guide*, Chapter 3.C.

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SECTION 3: WATER QUALITY

3.1 Discharge Information

Instructions:

- A Municipal Separate Storm Sewer System (MS4) is a publicly owned and operated storm water conveyance system that serves designated communities. Check the [Utah Permitted MS4 Operator List](#); if your project falls within a regulated MS4's jurisdiction, name that MS4 here. If the municipality is not on the list, leave this field blank.

Remove these instructions to create a cleaner document.

Does your project/site discharge storm water into a Municipal Separate Storm Sewer System (MS4)? ☐ Yes ☐ No

List the MS4 that receives the discharge from the construction project: [INSERT TEXT HERE](#)

3.2 Receiving Waters

Instructions (CGP 1.1.6 and 3):

- In the table below, list the name of the first waters of the state receiving discharges from your site. Multiple rows are provided for sites with discharges at different locations flowing to distinct waters of the state. For discharges entering a storm sewer system, the first waters of the state is the water body receiving the stormwater discharge from that system. Contact the storm sewer system owner to confirm the discharge point if needed.
- Visit [2024 DWQ Beneficial Uses Map](#) to locate the name of the receiving waters and check impairment, antidegradation category rank, TMDL status for completing the table below. Search for the waterbody in the upper left-hand corner or zoom to your area and click on the waterbody to view its antidegradation category status.
- For more information on approved TMDLs visit DWQ's [State and Federally Approved Total Maximum Daily Load Studies](#) webpage.
- If any of the waters of the state you listed are impaired, list the pollutant(s) causing the impairment in column 3 of the table below. Your SWPPP must include specific measures to prevent discharges of these pollutants.
- If any of the waters of the state you listed are identified as a Category 1 or 2 water (a Category 1 water is only found within Forest Service boundaries) provide the category in column 3 of the table below.
- For more information, see CGP Part 3.1 and 3.2 and *EPA SWPPP Guide*, Chapter 3.B.

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Name(s) of Receiving Waters: INSERT TEXT HERE		
Name of Receiving Water (first waters of the state that receives storm water or where storm system discharges to)	Is the water impaired or high quality?	If high quality: Is it Antidegradation Category 1 or 2? If impaired: List pollutants that the waterbody is impaired for
1.	☐ Not high quality or impaired ☐ Impaired, has approved TMDL ☐ Impaired, no TMDL ☐ High quality	
2.	☐ Not high quality or impaired ☐ Impaired, has approved TMDL ☐ Impaired, no TMDL ☐ High quality	

[Insert or delete rows as necessary.]

3.3 Impaired Waters

Instructions (CGP 3.2):

- If you discharge to an impaired water as listed in the above table, provide information on additional efforts that will be taken to control the release of impairment causing pollutants. This is especially important for projects discharging to a surface water with an EPA approved TMDL for sediment or nutrients and an extra effort must be provided to prevent sediment from leaving the site.
- If no impairments are identified, state: **"No impairment-causing pollutants are present on site."**

Remove these instructions to create a cleaner document.

Description of additional precautions taken if discharging to impaired waters of the state.

INSERT TEXT HERE

3.4 High-Quality Waters

Instructions (CGP 3.2):

- If you discharge to a high-quality water as listed in the above, provide information on additional efforts that will be taken to control the release of pollutants. Per CGP Part 1.1.6 you can discharge to a Category 1 water if your discharge is temporary and limited and where best management practices will be employed to minimize pollution effects. Discharge to Category 2 waters is allowed only if the discharge will not lower the water quality of the water body.
- If no discharges to high-quality waters, state: **"No discharges will impact high-quality waters."**

Remove these instructions to create a cleaner document.

Description of extra measures implemented to reduce pollution impacts when discharging to high-quality surface water:

INSERT TEXT HERE

SECTION 4: EROSION AND SEDIMENT CONTROLS – BMPs

4.1 *List of Erosion and Sediment BMPs on Site*

Instructions (CGP Part 2.2 and 7.3.5):

- Identify best management practices (BMPs) that will be implemented on site to control erosion and sediment transport from storm water.
- Use the below CGP requirements to determine where BMPs are necessary. Fill out the rightmost column with BMPs you are selecting. Some requirements may not apply to your site.
- For each BMP you must provide a description of the control, any design specifications, routine maintenance specifications, an approximate date for storm water control implementation/installation.. These details are listed in the BMP section below the table.
- BMPs are listed as examples, you may use BMPs not listed.
- Details and design specifications can be provided in this section or in Appendix H.
- Perimeter control maintenance must include removal of sediment before it has accumulated to one-half the above-ground height of the control.
- For more information, see *EPA SWPPP Guide*, Chapter 4.
- A preferred BMP list is available on your listed MS4's website, or if your project is outside an MS4, on the Utah DWQ website here: [Utah DWQ Preferred Stormwater BMP List](#)

Remove these instructions to create a cleaner document.

CGP Requirement	Example BMPs	EPA SWPPP Guide Section	BMPs Selected (Name and Reference Number from DWQ Preferred BMP List, if applicable)
Preserve vegetation where possible and direct storm water to vegetated areas when feasible (CGP 2.2.2.)	Phasing to minimize disturbance, signs/fences to protect areas not being disturbed.	Chapter 4, ESC Principle 1	
Install sediment controls along perimeter areas that receive pollutant discharges (CGP 2.2.3.).	Silt fence, fiber rolls, earth berms	Chapter 4, ESC Principle 7	
Minimize sediment track-out (CGP 2.2.4.)	Restrict access, stabilize exits, track-out pads, tire washing station, clean-up sediments	Chapter 4, ESC Principle 9	
Manage stockpiles with perimeter controls and locate away from storm water conveyances (CGP 2.2.5.)	Sediment barriers downgradient, proper location, covered stockpiles, diverting storm water from stockpiles	Chapter 4, ESC Principle 4	
Minimize dust (CGP 2.2.6.)	Water application, mulching, chemical dust suppression techniques		
Minimize steep slope disturbance (CGP 2.2.7.)	Erosion control blankets, tackifiers, protect slopes from disturbance	Chapter 4, ESC Principle 5	
Preserve topsoil (CGP 2.2.8.)	Stockpile topsoil	Chapter 4, ESC Principle 1	
Minimize soil compaction where final cover is vegetation (CGP 2.2.9.)	Restrict vehicle access, recondition soils before seeding		
Protect storm drain inlets (CGP 2.2.10.)	Inserts, rock-filled bags, covers	Chapter 4, ESC Principle 6	
Slow down runoff with erosion controls and velocity dissipation devices (CGP 2.2.11.)	Check dams, riprap	Chapter 4, ESC Principle 3	

Appropriately design any sediment basins or impoundments (CGP 2.2.12.)	Design to receive a 2-year 24-hour storm or 3,600 cubic feet per acre; include design specifications	Chapter 4, ESC Principle 8	
Follow requirements for any treatment chemicals (polymers, flocculants, coagulants, etc.) (2.2.13)	Store in leak proof containers and cover, proper training, minimize use		
Stabilize exposed portions of site with 14 days of inactivity (CGP 2.2.14).	Seeding, erosion control blankets, gravel, hydromulch	Chapter 9	

4.1.1: Place name of BMP here

BMP Description: Insert description of track-out control to be installed

Installation Schedule:	Insert approximate date of installation
Maintenance Specifications:	Reference to maintenance specifications in Appendix H if necessary
Installation Specifications:	Reference to installation specifications in Appendix H if necessary

4.1.2: Place name of BMP here

BMP Description: Insert description of track-out control to be installed

Installation Schedule:	Insert approximate date of installation
Maintenance Specifications:	Reference to maintenance specifications in Appendix H if necessary
Installation Specifications:	Reference to installation specifications in Appendix H if necessary

4.1.3: Place name of BMP here

BMP Description: Insert description of track-out control to be installed

Installation Schedule:	Insert approximate date of installation
Maintenance Specifications:	Reference to maintenance specifications in Appendix H if necessary
Installation Specifications:	Reference to installation specifications in Appendix H if necessary

4.1.4: Place name of BMP here

BMP Description: Insert description of track-out control to be installed

Installation Schedule:	Insert approximate date of installation
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Maintenance Specifications:	Reference to maintenance specifications in Appendix H if necessary
Installation Specifications:	Reference to installation specifications in Appendix H if necessary

4.1.5: Place name of BMP here

BMP Description: Insert description of track-out control to be installed

Installation Schedule:	Insert approximate date of installation
Maintenance Specifications:	Reference to maintenance specifications in Appendix H if necessary
Installation Specifications:	Reference to installation specifications in Appendix H if necessary

4.1.6: Place name of BMP here

BMP Description: Insert description of track-out control to be installed

Installation Schedule:	Insert approximate date of installation
Maintenance Specifications:	Reference to maintenance specifications in Appendix H if necessary
Installation Specifications:	Reference to installation specifications in Appendix H if necessary

[Repeat as needed]

4.2 Natural Buffers or Equivalent Sediment Controls

Instructions (CGP Part 7.3.5.b (1), 2.2.1, and Appendix A):

- This section only applies if waters of the state are located within 50 feet of disturbed areas. If this is the case, review CGP Part 2.2.1 and Appendix A of the CGP for information on how to comply with the buffer requirements.
- Describe the compliance alternative that was chosen to meet the buffer requirements and include any required documentation supporting the alternative selected. The compliance alternative selected must be maintained throughout the duration of permit coverage. However, if you select a different compliance alternative during your period of permit coverage, you must modify your SWPPP to reflect this change.
- If you qualify for one of the exceptions in CGP Part A.2.2, include documentation related to your qualification for such exceptions.
- Review Appendix A of the CGP for step-by-step instructions and examples on how to comply with the different buffer alternatives.

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Buffer Compliance Alternatives

Are there any waters of the state within 50 feet of your project's earth disturbances?

☐ Yes ☐ No

(Note: If “no”, no further documentation is required. Delete the rest of Section 4.3 below this point.)

List the water body: INSERT TEXT HERE

Check the compliance alternative that you have chosen:

- ☐ I will provide and maintain a 50-foot undisturbed natural buffer around waters of the state.
- ☐ It is infeasible to provide and maintain a full 50-foot undisturbed natural buffer. I will provide and implement erosion and sediment controls to achieve the required sediment load reduction for my conditions.
 - Reason that a 50’ buffer could not be maintained: INSERT TEXT HERE
 - Width of buffer that will be retained: INSERT TEXT HERE
 - Additional controls used to achieve equivalent sediment load reduction of a 50’ buffer: INSERT TEXT HERE
 - Description of the calculations and assumptions used to determine sediment load reductions: INSERT TEXT HERE
- ☐ The project qualifies as “small residential lot” disturbing less than an acre. The natural buffer is preserved in accordance with CGP A.2.3., storm water is treated by site erosion and sediment controls before discharge, natural buffers are shown on the site map, and buffer areas are marked on site. Select one of the 2 alternatives for small residential lots:
 - ☐ Alternative 1: Using Table A-1 in CGP for requirements
 - Width of buffer that will be retained: INSERT TEXT HERE
 - Additional controls to be used: INSERT TEXT HERE
 - ☐ Alternative 2: Using Tables A-2 through A-7 in CGP for requirements
 - Width of buffer that will be retained: INSERT TEXT HERE
 - Sediment Risk Level Determined: INSERT TEXT HERE
 - Additional controls to be used: INSERT TEXT HERE
- ☐ I qualify for one of the exceptions in Part A.2.2. (If you have checked this box, provide information on the applicable buffer exception that applies, below.)
 - ☐ There is no discharge of storm water through the area between the disturbed portions of the site and waters of the state that is located within 50 feet.
 - ☐ No natural buffer exists due to preexisting development disturbances that occurred prior to the initiation of planning for this project.
 - ☐ For a linear project, site constraints (e.g., limited right-of-way) make it infeasible for me to meet any of the compliance alternatives.

- Reason it is infeasible: INSERT TEXT HERE
 - Buffer width retained or supplemental controls used: INSERT TEXT HERE
- ☐ Buffer disturbances are authorized under a CWA Section 404 permit.
- Describe earth disturbances in buffer area: INSERT TEXT HERE
- (Note: This exception does not apply to portions upland of the Section 404 permitted work.)*
- ☐ Buffer disturbances will occur for the construction of a water-dependent structure or water access area (e.g., pier, boat ramp, and trail).
- Describe earth disturbances in buffer area: INSERT TEXT HERE

4.3 Linear Site Perimeter Control Exemption

Instructions (CGP 7.3.5.b (2)):

- For areas where perimeter controls are not feasible on a linear construction site, include a description of why it is not feasible and other practices that will be implemented to minimize discharges of pollutants from the site.

Remove these instructions to create a cleaner document.

- ☐ Check box if section not applicable to this site *(Note: If not applicable skip to next section)*

If the site is linear and perimeter controls are not feasible, describe other practices in use:
INSERT TEXT HERE

4.4 Final Stabilization

Instructions (CGP 7.3.5.b (6) and 2.2.14.b):

You must include the following information:

- The specific vegetative and/or non-vegetative practices that will be used; and
- The stabilization deadline that you will meet in accordance with part 2.2.14.
- You can amend or add to this section as areas of your project are finally stabilized.
- Update your site plans to indicate areas that have achieved final stabilization.
- For more on this topic, see *SWPPP Guide*, Chapter 9.

Remove these instructions to create a cleaner document.

Use this template box if you are not located in an arid, semi-arid, or drought-stricken area.

Insert name of site stabilization practice	
☐ Vegetative	☐ Non-Vegetative
☐ Temporary	☐ Permanent
Description: ▪ Insert description of stabilization practice to be installed ▪ Note how design will meet requirements of Part 2.2.14.a	
Installation	Insert approximate date of installation

Insert name of site stabilization practice	
Completion	Insert approximate completion date
Maintenance Requirements	Insert maintenance requirements for the stabilization practice
Design Specifications	Reference to detailed specifications/instructions in Appendix H if necessary

[Repeat as needed for additional stabilization practices.]

Use this template box if you are located in an arid, semi-arid, or drought-stricken area.
 Seasonally Dry Period Locator Tool found here: [Construction General Permit Resources, Tools, and Templates | US EPA](#)

Insert name of site stabilization practice	
☐ Vegetative ☐ Non-Vegetative ☐ Temporary ☐ Permanent	
Description: - Insert description of stabilization practice to be installed - Note how design will meet requirements of Part 2.2.14.b	
Dry Period	- Beginning month of seasonally dry period: Insert approximate date - Ending month of seasonally dry period: Insert approximate date - Site conditions during this period: Describe your site conditions during this period
Installation and Completion	Describe the schedule you will follow for initiating and completing vegetative stabilization - Approximate installation date: Insert approximate date - Approximate completion date: Insert approximate date
Maintenance Requirements	Insert maintenance requirements for the stabilization practice
Design Specifications	Reference to detailed specifications/instructions in Appendix H if necessary

[Repeat as needed for additional stabilization practices.]

4.5 Dewatering Practices

Instructions (CGP 1.2.4 and 2.3.7):

- If you will be discharging storm water that is removed from excavations, trenches, foundations, vaults, or other similar points of accumulation, it must be permitted by UPDES permit UTG070000 (Construction Dewatering and Hydrostatic Testing Permit) unless it can be managed onsite through percolation or evaporation.
- Refer to the [Construction Dewatering And Hydrostatic Testing Permit](#) or call the DWQ at 801-536-4300 for more information.
- Include schedule and general locations of dewatering. Dewatering locations must be on the site map.

Remove these instructions to create a cleaner document.

☐ Check box if section not applicable to this site (Note: If not applicable skip to next section)

Describe the general scope of dewatering practices for the project, approximate scheduled dates and any BMPs used to manage dewatering practices:

INSERT TEXT HERE

SECTION 5: BMPS - POLLUTION PREVENTION CONTROLS

5.1 Spill Prevention and Response

Instructions (CGP Part 7.3.5.b and 2.3.6):

- Describe the spill prevention and control plan. Include ways to reduce the chance of spills, stop the source of spills, contain and clean up spills, dispose of materials contaminated by spills, and train personnel responsible for spill prevention and control.
- Some projects/site may be required to develop a Spill Prevention Control and Countermeasure (SPCC) plan under a separate regulatory program (40 CFR 112). If you are required to develop an SPCC plan, or you already have one, you should include references to the relevant requirements from your plan.
- The plan must include the materials and method of containment and for flowing liquid, cleanup, disposal and follow the minimum spill controls below.
- For more information, see *EPA SWPPP Guide*, Chapter 5, P2 Principle 6.

Remove these instructions to create a cleaner document.

Describe spill procedures and materials available for expeditious containment, clean-up and disposal of spills:

INSERT TEXT HERE OR REFERENCE DOCUMENT

Identify the employee responsible for detection and response of spills and leaks:

INSERT TEXT HERE

Any discharges in 24 hours equal to or in excess of the reportable quantities listed in 40 CFR 117, 40 CFR 110, and 40 CFR 302 will be reported to the National Response Center and the Division of Water Quality (DWQ) as soon as practical after knowledge of the spill is known to the permittees. The permittee shall submit within 7 calendar days of knowledge of the release a written description of: the release (including the type and estimate of the amount of material released), the date that such release occurred, the circumstances leading to the release, and measures taken and/or planned to be taken to the Division of Water Quality (DWQ), 288 North 1460 West, P.O. Box 144870, Salt Lake City, Utah 84114-4870. The Storm Water Pollution Prevention Plan must be modified within 14 calendar days of knowledge of the release to provide a description of the release, the circumstances leading to the release, and the date of the release. In addition, the plan must be reviewed to identify measures to prevent the recurrence of such releases and to respond to such releases, and the plan must be modified where appropriate.

Agency	Phone Number
National Response Center	(800) 424-8802
Division of Water Quality (DWQ) 24-Hr Reporting	(801)-231-1769 (801) 536-4123
Utah Department of Health Emergency Response	(801) 580-6681

Material	Media Released To	Reportable Quantity
Engine oil, fuel, hydraulic & brake fluid	Land	25 gallons
Paints, solvents, thinners	Land	100 lbs (13 gallons)
Engine oil, fuel, hydraulic & brake fluid	Water	Visible Sheen
Antifreeze, battery acid, gasoline, engine degreasers	Air, Land, Water	100 lbs (13 gallons)
Refrigerant	Air	1 lb

5.2 Pollution Prevention Controls

Instructions (CGP Part 2.3 and 7.3.5):

- Describe the key pollution prevention BMPs that will be implemented to prevent the discharge of pollutants (CGP Part 2.3).
- Use the below CGP requirements, and the pollutant generating activities identified in SWPPP section 2.4, to determine where BMPs are necessary.
- For each BMP you must provide a description of the control, any design specifications, routine maintenance specifications, a schedule for storm water control implementation/installation, and the staff responsible for maintaining the BMP.
- BMPs are listed as examples, you may use BMPs not listed.
- Details and design specifications can be provided in this section or in Appendix H.
- For more information, see *EPA SWPPP Guide*, Chapter 5.
- A preferred BMP list is available on your listed MS4's website, or if your project is outside an MS4, on the Utah DWQ website here: [Utah DWQ Preferred Stormwater BMP List](#)

Remove these instructions to create a cleaner document.

CGP Requirements	Example BMPs	EPA SWPPP Guide Section	BMPs Selected (Name and Reference Number from DWQ Preferred BMP List, if applicable)
Equipment and vehicle fueling (CGP 2.3.1)	Spill kits, SPCCP, drip pans, locate activities away from conveyances, use secondary containment	Chapter 5, P2 Principle 4	
Equipment and vehicle washing (CGP 2.3.2)	Locating away from surface waters and storm water conveyances, directing wash waters to a sediment basin or sediment trap, using filtration devices	Chapter 5, P2 Principle 5	
Storage, handling, and disposal of building products and waste (CGP 2.3.3)	Cover (plastic sheeting / temporary roofs), secondary containment, leakproof containers, proper dumpsters, secured portable toilets, locate away from storm water conveyances	Chapter 5, P2 Principle 1 and 2	
Washing of stucco, paint, concrete, form release oils, curing compounds, etc. (CGP 2.3.4)	Leak proof containers, lined pits, locate away from storm water conveyances	Chapter 5, P2 Principle 3	
Properly apply fertilizer (CGP 2.3.5)	Follow manufacture specifications, document deviations in applications, avoid applications to frozen ground, before heavy rains, or storm water conveyances		

5.2.1.: Place name of BMP here

BMP Description: Insert description of track-out control to be installed

Installation Schedule:	Insert approximate date of installation
Maintenance Specifications:	Reference to maintenance specifications in Appendix H if necessary
Installation Specifications:	Reference to installation specifications in Appendix H if necessary

5.2.2.: Place name of BMP here

BMP Description: Insert description of track-out control to be installed

Installation Schedule:	Insert approximate date of installation
Maintenance Specifications:	Reference to maintenance specifications in Appendix H if necessary
Installation Specifications:	Reference to installation specifications in Appendix H if necessary

5.2.3.: Place name of BMP here

BMP Description: Insert description of track-out control to be installed

Installation Schedule:	Insert approximate date of installation
Maintenance Specifications:	Reference to maintenance specifications in Appendix H if necessary
Installation Specifications:	Reference to installation specifications in Appendix H if necessary

5.2.4: Place name of BMP here

BMP Description: Insert description of track-out control to be installed

Installation Schedule:	Insert approximate date of installation
Maintenance Specifications:	Reference to maintenance specifications in Appendix H if necessary
Installation Specifications:	Reference to installation specifications in Appendix H if necessary

5.2.5: Place name of BMP here

BMP Description: Insert description of track-out control to be installed

Installation Schedule:	Insert approximate date of installation
Maintenance Specifications:	Reference to maintenance specifications in Appendix H if necessary

Installation Specifications:	Reference to installation specifications in Appendix H if necessary
5.2.6: Place name of BMP here	
BMP Description: Insert description of track-out control to be installed	
Installation Schedule:	Insert approximate date of installation
Maintenance Specifications:	Reference to maintenance specifications in Appendix H if necessary
Installation Specifications:	Reference to installation specifications in Appendix H if necessary

[Repeat as needed]

SECTION 6: SPECIAL CONDITIONS

Instructions:

The conditions listed below require additional details or actions added to your SWPPP. If they do not apply you may delete them from this SWPPP.

Remove these instructions to create a cleaner document.

6.1 Emergency Related Projects

Instructions (CGP 1.4.1):

- For emergency activities that require immediate authorization but last longer than 30 days, a NOI may be submitted within 30 days of starting work.
- To be an emergency related project it must be considered a public emergency, and the cause must be documented along with the description of necessary construction to reestablish effected public services.

Emergency-Related Project? ☐ Yes ☐ No

DESCRIBE THE NATURE OF THE PUBLIC EMERGENCY AND WHY IMMEDIATE AUTHORIZATION WAS NECESSARY.

Instructions (CGP 7.3.7):

If you are using any of the following storm water controls at your site as they are described below, you must document any contact you have had with DWQ for implementing the requirements for underground injection wells in the Safe Drinking Water Act and DEQ's implementing regulation at UAC R317-7-2.

There may be additional local requirements related to such structures

For the State UIC Contact at DWQ call (801) 536-4300.

Remove these instructions to create a cleaner document.

6.2 UIC Class 5 Injection Wells

☐ Check box if section not applicable to this site (Note: If not applicable skip to next section)

Class V UIC Wells on site (all must be reported to DWQ for inventory):

- ☐ Infiltration trenches (if storm water is directed to any shaft or hole that is deeper than its widest surface dimension or has a subsurface fluid distribution system)
- ☐ Commercially manufactured pre-cast or pre-built subsurface detention vault/infiltration system
- ☐ Drywell, seepage pit, or improved sinkhole (if storm water is directed to any shaft or hole that is deeper than its widest surface dimension or has a subsurface fluid distribution system)

Description of your Class V Injection Well and any local requirements:

INSERT DESCRIPTION AND ANY DWQ OR LOCAL REQUIREMENTS

Description of any additional BMPs used in conjunction with the UIC well.

INSERT DESCRIPTION

6.2.1: Place name of BMP here

BMP Description: Insert description of BMP to be installed

Installation Schedule:	Insert approximate date of installation
Maintenance and Inspection:	Reference to detailed specifications/instructions in Appendix H necessary
Design Specifications and Drawings:	Reference to detailed specifications/instructions in Appendix H necessary

6.3 Chemical Treatment

Instructions (see CGP 2.2.13 and 7.3.5.b (5)):

- If you are using treatment chemicals at your site, provide details for each of the items below. This information is required as part of the SWPPP requirements in CGP Part 7.3.5.b.

☐ Check box if section not applicable to this site (Note: If not applicable skip to next section)

Soil Types

List all the soil types (including soil types expected to be found in fill material) that are expected to be exposed during construction and that will be discharged to locations where chemicals will be applied: [INSERT TEXT HERE](#)

Treatment Chemicals

List all treatment chemicals that will be used at the site and explain why these chemicals are suited to the soil characteristics: [INSERT TEXT HERE](#)

Describe the dosage of all treatment chemicals you will use at the site or the methodology you will use to determine dosage: [INSERT TEXT HERE](#)

Provide information from any applicable Safety Data Sheets (SDS): [INSERT TEXT HERE](#)

Describe how each of the chemicals will be stored: [INSERT TEXT HERE](#)

Include references to applicable state or local requirements affecting the use of treatment chemicals, and copies of applicable manufacturer's specifications regarding the use of your specific treatment chemicals and/or chemical treatment systems: [INSERT TEXT HERE](#)

Special Controls for Cationic Treatment Chemicals (if applicable)

If you have been authorized by DWQ to use cationic treatment chemicals, identify the specific controls and implementation procedures you are required to implement to ensure that your use of cationic treatment chemicals will not lead to a violation of water quality standards or harm aquatic life: [INSERT TEXT HERE](#)

Schematic Drawings of Storm Water Controls/Chemical Treatment Systems

Provide schematic drawings of any chemically enhanced storm water controls or chemical treatment systems to be used for application of treatment chemicals: [INSERT TEXT HERE](#)

Training

Describe the training that personnel who handle and apply chemicals have received prior to permit coverage, or will receive prior to the use of treatment chemicals: [INSERT TEXT HERE](#)

SECTION 7: INSPECTIONS & CORRECTIVE ACTIONS

7.1 Inspections

Instructions (CGP Part 7.3.6):

- Select an inspection schedule. These are minimum frequencies; you may inspect more frequently. If so, describe what your schedule would be.
- For more on this topic, see *EPA SWPPP Guide*, Chapters 6 and 8.
- Also, see suggested inspection form in Appendix B of the *EPA SWPPP Guide*.
- Inspection Reports can be filed in Appendix C.

Remove these instructions to create a cleaner document.

Minimum Inspection Schedule Requirements:

Standard Frequency:
☐ Once every 7 calendar days.
☐ Once every 14 calendar days and within 24 hours of the end of a storm event of 0.5 inches or greater. Rain gauge/weather station used: Gauge or station for rainfall depth
Increased Frequency (if applicable):
☐ <i>Sites discharging to impaired or high-quality waters:</i> Once every 7 calendar days and within 24 hours of the end of a storm event of 0.5 inches or greater.
Decreased Frequency (if applicable): <i>Seasonally Dry Period Locator Tool found here:</i> Construction General Permit Resources, Tools, and Templates US EPA
☐ <i>Arid areas:</i> once a month and within 24 hours of a 0.5-inch storm event or greater.
☐ <i>Semi-arid areas:</i> once a month and within 24 hours of a 0.5-inch storm event or greater during the dry season: List months for dry season (also select the inspection schedule followed outside of the dry season).
☐ <i>Frozen conditions with work suspended – must have 3 months of continuous expected frozen conditions based on historical averages:</i> no inspections List months of suspended inspections (also select the inspection schedule followed when not frozen)
☐ <i>Frozen conditions with continued activities - must have 3 months of continuous expected frozen conditions based on historical averages:</i> once per month List months of frozen conditions (also select the inspection schedule followed when not frozen)
Other:
☐ Describe alternative frequency: List alternative schedule, must meet minimum requirements

7.2 *Corrective Actions*

Instructions (CGP 5.4.4):

- A sample corrective action log is provided in Appendix D.
- Whenever a storm water control requires repair or replacement (beyond routine maintenance), a control necessary for permit compliance was never installed or was installed incorrectly, your discharges cause an exceedance of applicable water quality standards, or a prohibitive discharge has occurred, you must log corrective actions taken.
- This log should describe actions taken, date completed, whether a SWPPP modification was required.
- In some cases, corrective actions may be documented on the inspection form. This is an acceptable alternative if corrective actions that occur outside of inspections are also documented.

Remove these instructions to create a cleaner document.

7.3 *Delegation of Authority*

Instructions (CGP 9.9.2):

- Identify the individual(s) or specifically describe the position where the construction site operator has delegated authority for the purposes of signing inspection reports, SWPPP documents, corrective action logs, or other information for reporting purposes.
- Each inspection report must be signed in accordance with CGP Part 9.9.2 of the permit.
- If a delegation letter is necessary, see Appendix E of this template and keep a signed copy with this SWPPP.
- For more on this topic, see *EPA SWPPP Guide*, Chapter 7.

Remove these instructions to create a cleaner document.

SECTION 8: SWPPP MODIFICATIONS

8.1 Log of Changes to the SWPPP

Instructions (CGP Part 7.5.2):

- Create a log here of changes and updates to the SWPPP. You should include additions of new BMPs, significant changes in the activities or their timing on the project, changes in personnel, changes in inspection and maintenance procedures, updates to site maps, and so on.
- Instead of using the table, SWPPPs can also be redlined to show changes if the redlines are initialed and dated.

Remove these instructions to create a cleaner document.

Description of the Amendment	Date of Amendment	Amendment Prepared by [Name(s) and Title]

SECTION 9: SWPPP CERTIFICATION

Instructions (CGP 7.3.8):

- The SWPPP should be signed by the responsible party listed in the NOI or the duly authorized representative in accordance with Part 9.9. 2.
- Attach a copy of the NOI and a copy of the General Storm Water Permit for Construction Activity. You can get a copy of the General Storm Water Permit for Construction Activity on the same web page that this template was obtained - <https://deg.utah.gov/water-quality/general-construction-storm-water-updes-permits>

Remove these instructions to create a cleaner document.

I certify under the law that this document and all attachments were prepared under my direction or supervision 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.

Name:

Title:

Signature:

Date:

SECTION 10: SWPPP PREPARER ACKNOWLEDGEMENT

Instructions:

- When a project disturbs greater than 5 acres, lies within 50 feet of a perennial waterbody, or includes a steep slope of 70% (35 degrees) or more, the SWPPP must be prepared by a “qualified person” as defined in CGP part 7.2. This individual must be knowledgeable in the principles and practices considered in the development of a SWPPP and hold a certification demonstrating completion of a training program.

Remove these instructions to create a cleaner document.

SWPPP Preparer

I acknowledge that I prepared this SWPPP and its attachments and have successfully completed the training required to be considered a “qualified person” under CGP Part 7.2.

Name:

Title:

Signature:

Date:

SWPPP APPENDICES

Include the following documentation with the SWPPP:

Appendix A – Site Maps

Appendix B – NOI

Appendix C – Inspection Reports

Appendix D – Corrective Action Log

***Appendix E – Subcontractor
Certifications/Agreements/Delegation of
Authority (see CGP 9.9.2)***

Appendix F – Documentation of Training (see CGP 6 and 7)

***Appendix G – Additional Information (i.e., other permits such as
dewatering, stream alteration, wetland; and out of
date SWPPP documents)***

Appendix H – BMP Instruction and Detail Specifications

Appendix I – Construction General Permit

Appendix A: Site Maps

Include any site maps in this appendix. For site map requirements review CGP Part 7.3.3.

Appendix B: NOI

Include a copy of your completed and signed NOI in this appendix.

Appendix C: Inspection Reports

Place all completed inspection reports in this appendix. You may also put blank inspection reports here to be completed.

You are encouraged to create your own inspection forms for each site. Inspection reports must have the following information (CGP Part 4.7):

- 1) The inspection date.
- 2) The UPDES ID number (UTRXXXXX).
- 3) Name and title of personnel making the inspections.
- 4) Summary of inspection findings and any necessary corrective actions:
 - a. Are storm water controls properly installed and operational? If failed, then why?
 - b. Presence of any conditions that could lead to spills or leaks.
 - c. Locations where new or modified controls are necessary.
 - d. Signs of visible erosion or sediment depositing related to your discharges.
 - e. Any incidents of noncompliance.
 - f. Visual quality of any discharges occurring.
- 5) Rainfall amount if the inspection was triggered by a precipitation event.
- 6) If it was unsafe to inspect any areas of the site, a description of the area and reason.

Appendix D: Corrective Action Log

An example of a corrective action log has been included in this appendix. Review the CGP Part 5.4 for corrective action log requirements. You can also create your own form or include corrective actions on your inspection form.

Sample Corrective Action Log (CGP Part 5.4)

Inspection Date	Inspector Name(s)	Description of BMP Deficiency	Corrective Action Needed	Date Action Taken

Appendix E: *Sample Subcontractor Agreements*

Project Number: _____

Project Title: _____

Operator(s): _____

As a subcontractor, you are required to comply with the Storm water Pollution Prevention Plan (SWPPP) for any work that you perform on-site. Any person or group who violates any condition of the SWPPP may be subject to substantial penalties or loss of contract. You are encouraged to advise each of your employees working on this project of the requirements of the SWPPP. A copy of the SWPPP is available for your review at request.

Each subcontractor engaged in activities at the construction site that could impact storm water must be identified and sign the following certification statement:

I certify under the penalty of the law that I have read and understand the terms and conditions of the SWPPP for the above designated project and agree to follow the BMPs and practices described in the SWPPP.

This certification is hereby signed in reference to the above-named project:

Company: _____

Address: _____

Telephone Number: _____

Type of construction service to be provided: _____

Signature: _____

Title: _____

Date: _____

Appendix F: *Sample* Delegation of Authority Form

Delegation of Authority

I, _____, hereby designate the person or specifically described position below to be a duly authorized representative for the purpose of overseeing compliance with environmental requirements, including the UPDES "General Permit for Storm Water Discharges Associated with Construction Activity" (CGP), at the construction site:

_____, Permit No. UTRC _____

The designee is authorized to sign all reports required by the Permit and other information requested by the Director of the Utah Division of Water Quality, or by an authorized representative of the Executive Secretary.

Name of Person or Position: _____

Owner/Operator: _____

Mailing Address: _____

City, State, Zip Code: _____

Phone Number: _____

By signing this authorization, I confirm that I meet the requirements to make such a designation as set forth in Part 9.9.2 of the CGP, and that the designee above meets the definition of a "duly authorized representative" as set forth in Part 9.2.2(b) of the CGP.

I certify under penalty of the law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate 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.

Name: _____

Title: _____

Signature: _____

Date: _____

Appendix G: Documentation of Training (see CGP 7.3.1)

Include documentation of completed training for SWPPP inspectors or writers in this appendix.

Appendix H: BMP Installation and Maintenance Specifications

Use this appendix if complete BMP specifications are not provided in Sections 4 and 5 of the SWPPP.

Appendix I: Additional Information

Use this appendix for additional information such as other permits (dewatering, stream alteration, etc.) or out of date SWPPP documents.

Appendix J: Construction General Permit

If all stormwater team members access the CGP online while on-site, providing this link to the Construction General Permit is sufficient:

<http://construction.stormwater.utah.gov>

Otherwise, include a printed copy of the Construction General Permit in this appendix.