

KDHE – Bureau of Water
Stormwater Pollution Prevention Plan Checklist
For Clay/Mineral Mines and Rock Quarries

Permittee / Applicant Name: _____

Facility Name: _____ Permit No. (KDHE) _____

Purpose

The Stormwater Pollution Prevention plan (SWP2 plan) shall be specific to the site. The purpose of the SWP2 plan is to ensure the design, implementation, management, and maintenance of Best Management Practices (BMPs), in order to reduce the amount of pollutants in storm water discharges associated with clay/mineral mines and rock quarries. The SWP2 plan shall employ, as appropriate, BMPs from each of three major classes:

- (1) Managerial/administrative (training, record keeping, etc.)
- (2) Structural controls (berms, diversions, silt fences, rock check dams, ponds, etc.)
- (3) Non-structural controls (grass filter strips, buffers, mulching, etc.)

Spill notifications and all new and modified SWP2 plans must be submitted to KDHE for review. Other reports/documents prepared to comply with the SWP2 plan are to be kept on-site and made available to KDHE and/or EPA representatives upon request.

Review Checklist - All items are required unless indicated as Optional or the response is “NA” - Not Applicable.

(Q1) Was the SWP2 plan and any amendments developed by an individual knowledgeable in stormwater management and control and familiar with the site characteristics of the facility?

Yes No

(Q2) Was the SWP2 plan prepared by, or under the supervision of a Kansas-licensed professional engineer (Optional)?

Yes No

(Q3) Does the plan provide information on the Pollution Prevention Team responsible for implementing and maintaining the plan? -

Yes No

(a) Are specific *individuals* or *positions* identified ?

Yes No

(b) Is each member's *responsibilities* clearly identified in the plan?

Yes No

Stormwater Pollution Prevention Plan Checklist - Continued

(Q4) Does the plan have an Employee Training Program?

Yes No

The plan must include a program to inform new and existing personnel (including the on-site Plant Manager) responsible for implementing activities identified in the SWP2 plan at all levels of responsibility, of the components and goals of the SWP2 plan. The training program should address:

- a) The existence of the SWP2 plan
- b) Compliance is required
- c) Monetary penalties can be imposed for non-compliance
- d) All significant parts of the SWP2 plan that affect the personnel in their day-to-day activities.

(Q5) Does the “site map” in the plan show each of the following?

Property boundary	<input type="checkbox"/> Yes	<input type="checkbox"/> No		
Clay pit / rock quarry boundary (expected in 5 years)	<input type="checkbox"/> Yes	<input type="checkbox"/> No		
Direction of stormwater runoff	<input type="checkbox"/> Yes	<input type="checkbox"/> No		
Each stormwater and process water outfall point	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA	
On-site wells	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA	
Watershed/drainage area (separate map)	<input type="checkbox"/> Yes	<input type="checkbox"/> No		
Areas with currently exposed clay/rock (active mining area)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA	
Material stockpiles (product, waste, cover)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA	
Below ground fuel and oil storage tanks	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA	
Above ground fuel and oil storage tanks	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA	
Vehicle and equipment maintenance and storage areas	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA	
Domestic waste treatment/disposal systems	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA	
Sedimentation ponds	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA	
Fresh water ponds	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA	
Berms & diversions	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA	
Rock check dams	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA	
Silt fences	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA	
Grass filter strips	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA	
Landfill material	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA	
Other stormwater management controls	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA	

Stormwater Pollution Prevention Plan Checklist - Continued

(Q6) **Does the plan contain a description of “potential pollutant sources” such as stormwater runoff from areas with exposed clay/rock, product and waste/cover stock piles, petroleum storage, etc.?**

Yes No

(Q7) **Does the plan identify other “potential pollutant sources” such as piles of mixed wastes, C/D landfill wastes, asphalt plant wastes and other petroleum-based materials that are, or will be on-site?**

Yes No NA

(Q8) **Does the plan identify “pollutants of concern” such as total suspended solids, sediment, silt, oil and grease, fertilizer (used to establish grass)?**

Yes No

(Q9) **Does the plan discuss non-storm water discharges?** The SWP2 plan must identify all non-stormwater (dry weather) discharges directed to surface or groundwater such as pit dewatering. The SWP2 plan shall ensure the implementation of appropriate pollution prevention measures for the dry weather discharges.

Yes No

(Q10) **Does the plan discuss appropriate stormwater measures and controls used or proposed to be used on-site such as silt fences, grass strips, catch basins, rock check dams, etc.?**

Yes No

(Q11) **Highly Erodible Areas:** Does the SWP2 plan include procedures to minimize erosion in areas which, due to topography, activities, or other factors, have a high potential for significant soil erosion? Consider structural, vegetative, and/or stabilization measures to limit erosion. Include measures to minimize erosion related to the high volume of vehicle traffic and heavy equipment operating at the facility on a daily basis such as trucks and loaders.

Yes No

(Q12) **Reduction of Runoff:** Does the plan describe existing and/or proposed stormwater management practices to divert offsite stormwater flows around the active site and use infiltration, reuse or other means so as to reduce the total quantity of stormwater that leaves the site?

Yes No

Stormwater Pollution Prevention Plan Checklist - Continued

(Q13) Does the plan contain procedures for (1) maintaining and storing of fuel exposed to precipitation (2) equipment coverage, (3) keeping product, waste and cover stockpiles away from receiving streams, etc.?

Yes No

(Q14) Does the plan have procedures for reducing, preventing and containing leaks of lubricating oils, gasoline and hydraulic fluids such as using secondary containment for tanks, using adsorbent pads for oil, etc.?

Yes No

(Q15) Does the plan contain procedures for inspecting storage areas where equipment, fuel, and lubricants are stored? (Inspection forms are available at www.kdheks.gov/water/tech.html)

Yes No NA

(Q16) Does the plan have spill prevention and response procedures and local, State and Federal contact telephone numbers? (Spill forms are available at www.kdheks.gov/water/tech.html)

Yes No

A list of significant spills and leaks of toxic / hazardous materials in exposed areas shall be maintained and kept updated. All appropriate individuals at the County, State and Federal level must be notified when a significant spill occurs.

(Q17) Does the plan contain procedures and timing for inspecting and maintaining the stormwater management controls, like sediment ponds, silt fences, catch basins, rock check dams, etc.?

Yes No

(Q18) Does the plan have procedures to inspect all stormwater and process outfall points?

Yes No

Note: Outfalls must be inspected at least twice per year and records of inspections shall be maintained on-site for at least three years after the date of the inspection.

(Q19) Does the SWP2 plan have incident record keeping and internal reporting procedures? A log to document a description of incidents (such as spills, or other discharges), along with other information which may impact the quality and quantity of stormwater discharges needs to be developed and maintained. Reporting procedures, inspections and maintenance activities shall be developed and included in the SWP2 plan.

Yes No

Stormwater Pollution Prevention Plan Checklist - Continued

(Q20) **Does the plan include routine inspection, monitoring and record keeping requirements?**

Yes No

Visual Inspection of Stormwater Quality: The permittee shall (as required in the permit) perform and document a visual examination of a stormwater discharge associated with the permitted activity from each identified stormwater outfall. Visual examination reports shall be maintained onsite and be made available for KDHE and EPA inspectors, upon request. Each report shall include the date and time, name of the person performing the inspection, nature of discharge (runoff or snow melt), visual quality of the discharge (i.e., color, odor, clarity, floating solids, suspended solids, foam, oil sheen, and other indicators of stormwater pollution) and probable sources of any observed contamination.

Note: Records of all stormwater monitoring data unless otherwise indicated in this permit, shall be kept on file.

(Q21) **Does the plan include a requirement for an annual site compliance evaluation by qualified personnel?** The plan must include visual compliance evaluation of areas contributing to stormwater discharges and pollutants entering the drainage system and the effectiveness of control measures. Also, the plan must include a visual evaluation of the conditions and availability of equipment needed to implement the plan, including spill response equipment.

Yes No

(Q22) **Does the plan include a requirement for a report summarizing the annual evaluation?** The plan must identify the personnel making the evaluation, the date(s) of the evaluation, major observations relating to the implementation of the SWP2 plan, and any actions taken to correct deficiencies or upgrade stormwater pollution controls, including a schedule when such actions have or will be completed.

Yes No

Note: The report shall include resolution to any incident of non-compliance determined from the comprehensive site evaluation within 90 days. If the comprehensive site evaluation does not identify any incidents of non-compliance, the report shall include a statement that the facility is in compliance with the SWP2 plan and the conditions of this permit.

(Q23) **Does the plan discuss procedures on re-evaluating and/or modifying the SWP2 plan?**

Yes No

Modifications must be made in a timely manner, but in no case more than 90 days after:

(1) A change in design, construction, operation or maintenance that has a significant effect on the potential for the discharge of pollutants, or (the addition/deletion of stormwater or process water outfalls)

(2) The inspections or comprehensive site **compliance evaluations** indicate deficiencies in the SWP2 plan or any BMP; or

(3) A **visual inspection** of contributing areas or of the stormwater discharges indicate the SWP2 plan appears to be ineffective in eliminating or significantly minimizing the discharge of pollutants.

