



**Please submit Check with Special Pollution Abatement Plan if required by jurisdiction.  
Date:**

For sections 1-10, include the supporting information in the box provided or attach an exhibit labeling which section it is in reference to. Provide complete data in a legible and clearly organized format.

**A) Legal Name of Facility:**  
**B) Mailing Address:**  
**Physical Location:**  
**Watershed Name:**  
**Parcel Number:**

**C) Supporting Information:**

1. Name of contact person for plan compliance, including job title, address, and phone numbers. The contact person shall be responsible for keeping records of incidents such as significant spills of toxic pollutants or other discharges which may affect stormwater runoff quality. The contact person shall document and record all inspections and maintenance activities.

2. Description of the facility, nature of work performed, and type of facility.

3. Attach a site map of the facility with buildings, parking, drives, materials loading and access areas, dumpsters, type of each impervious surface, ditches, pipes, catch basins, drainage basin limits, area of facility, acreage of offsite water drainage onto facility, discharge points to "Water of the State" or "Community Waters" with name of the water or channel. This map will be a minimum scale of 1"=50'.

**STAFF USE ONLY**

<b>Date Received:</b>	<b>Reviewer:</b>	
<b>Plan Number:</b>		



4. Submit an instruction plan to provide employees at all levels within the company a knowledge of methods to prevent stormwater runoff pollution. The plan shall identify periodic dates for such training and methods used. Submit a site-specific spill protection plan that deals with actual hazardous materials and emergency response equipment at the site.

5. A narrative description of significant materials (as defined by 40 CFR 122.26) that are currently or in the past have been treated, stored or disposed outside; method of onsite storage or disposal; materials management practices used to minimize contact of these materials with stormwater runoff for the past three years; materials loading and access area; material disposal area, location and description of existing structural and non-structural control measures to reduce pollutants in stormwater runoff; and a description of any treatment the stormwater receives.

6. Include a record of available sampling data describing pollutants in stormwater discharges, if available. Carefully research using historical data from previous owner/operator, government records, and investigation reports.

7. Include a preventive maintenance program that includes regular inspection and maintenance of all stormwater management devices (such as cleaning grit chambers and catch basins). Maintenance program shall also include inspecting and testing plant equipment and systems to uncover conditions that could potentially cause breakdowns or failures resulting in discharges of pollutants to surface waters or to groundwater.



8. Submit a maintenance schedule for sweeping or vacuuming the facility parking areas to prevent washout from deposited emissions laden with hydrocarbons, oxides, salts, metals, worn pavement particulates, hydrocarbons, trash, debris, garbage, metal, tire particles, brake lining particles and various chemicals from the wear and deterioration of vehicles. In the event of remedial work or action, submit a cleanup schedule for debris or material storage areas.

9. Description of other ways the facility plans to implement programs to reduce the discharge of pollutants to stormwater runoff. Provide estimated quantity of stormwater flow, direction of flow, and an estimate of the types of pollutants which are likely to be present in stormwater discharges associated with industrial activity for each area of the facility. Designate each area of the facility as having high, medium or low potential for stormwater pollution and explain rationale.

10. Include plans, details and specifications that show construction of new structures to protect discharges into "Waters of the State". Common examples include an appropriately-sized grit chamber, oil skimmer, oil/water separator, media filtration inserts, etc. Vegetative measures such as grassed swales, constructed wetlands, existing woods or a detention basin are commonly used to supplement structural measures.



**D) Certification and signatures:** Verify that the certification on this plan is read, thoroughly understood, and signed by the appropriate persons.

**CERTIFICATION AND SIGNATURE (MUST BE SIGNED BY PRESIDENT, OWNER, OR RANKING OFFICIAL)**

"I certify under penalty of law that I have personally examined and am familiar with the information submitted in this document and attached exhibits. Based on my inquiry of those individuals immediately responsible for obtaining the information, I believe that the submitted information is true, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of a fine or imprisonment."

Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**ACCEPTANCE OF RESPONSIBILITY FOR PLAN COMPLIANCE (MUST BE SIGNED BY CONTACT PERSON)**

"I also certify under penalty of law that I have personally examined and am familiar with the information submitted in this document and attached exhibits. Based on my investigations, I believe that the submitted information is true, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of a fine or imprisonment."

Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

- (a) Some facilities which are not yet constructed may not have selected a permanent contact person who will ultimately be responsible for plan compliance. In these instances, the contact person may be a technical person within the company who is generally responsible for environmental compliance issues.
- (b) The president, owner, or other ranking official who certifies this document is responsible for keeping local government up-to-date concerning the name of the contact person. The president, owner, or other ranking official who certifies this document is also responsible for notifying the local government if he is no longer an official with the company.

If any information changes or is subsequently found to be in error, please resubmit necessary pages of the Special Pollution Abatement Plan along with new signatures and dates.

**Submit this plan with the Water Quality Management Plan for the proposed development or redevelopment.**