

# Inspections, Maintenance, and Record Keeping



**DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES**  
**NOTICE OF INTENT (NOI)**  
 to Obtain Coverage Under the SWD General Permit for Storm Water Discharges  
 Associated with Construction Activities

Return to: SD Department of Environment and Natural Resources  
 Surface Water Quality Program  
 PMB 2020  
 523 East Capitol Avenue  
 Pierre, South Dakota 57501-3181  
 Telephone: (605) 773-3351 or 1-800-SDSTORM

**I. Site Owner Contact Information:**

Company Name: \_\_\_\_\_  
 Primary Contact Person: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
 Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

**II. Contactor Information:**

Will any contractors be responsible for erosion and sediment control practices?  Yes  No

*(A contractor certification form must be submitted for each contractor that will have day to day responsibility for erosion and sediment control practices. If these contractors have not been identified at the time this NOI is submitted, the contractor certification form may be submitted after they have been identified.)*

**III. Construction Project Information: (Physical location of the construction site to be permitted)**

Project Name: \_\_\_\_\_  
 Primary Contact Person: \_\_\_\_\_  
 Street Address: \_\_\_\_\_  
 City: \_\_\_\_\_ County: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
 Latitude: \_\_\_\_\_ Longitude: \_\_\_\_\_ Source: (e.g. GPS, Google, etc.) \_\_\_\_\_  
 Quarter: \_\_\_\_\_ Section: \_\_\_\_\_ Range: \_\_\_\_\_ Township: \_\_\_\_\_  
 Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_  
 Type of Ownership:  Private  Federal  State  Public (Other than Federal or State)

Is this project located  Yes  
 on Tribal Lands?  No

What is the total area disturbed by the project (in acres)? \_\_\_\_\_

Do you wish to receive a  Yes  
 full copy of the permit?  No

Will this project encroach, damage or destroy one of the  
 historic sites identified at the following websites:  Yes  
[http://www.sdhistory.org/HP/hp\\_streg.htm](http://www.sdhistory.org/HP/hp_streg.htm) or  No  
<http://www.nps.gov/history/nhl/designations/Lists/SD01.pdf>

**IV. Storm Water Pollution Prevention Plan:**

Has the Pollution Prevention Plan been developed as required?  Yes  No

Please note - the Plan must be developed **before** the NOI is submitted. *DENR will not issue coverage until the storm water pollution prevention plan has been developed.*

FOR DENR USE ONLY

Postmark Date: \_\_\_\_\_ Permit Number: \_\_\_\_\_ Date Permitted: \_\_\_\_\_ Initials: \_\_\_\_\_

#### IV. Receiving Waters:

Please list all possible waters that may receive a discharge from this site. If discharging to a Municipal Storm Sewer System, indicate which municipality and the ultimate receiving water. Attach additional sheets if necessary.

#### V. Nature of Discharge:

Please include a brief description of the construction project:

Will construction dewatering be required?  Yes  No If Yes, please complete Section VII also.

#### VI. Construction Project Dates:

Project Start Date (MM/DD/YYYY): \_\_\_\_\_

Estimated Completion Date (MM/DD/YYYY): \_\_\_\_\_

#### VII. Dewatering History: (Construction Activities involving dewatering activities):

Date dewatering will commence: \_\_\_\_\_

Date dewatering will end: \_\_\_\_\_

Total volume of dewatering: \_\_\_\_\_

Average flow rate of dewatering: \_\_\_\_\_

Source of water to be discharge: \_\_\_\_\_

Receiving water: \_\_\_\_\_

Brief description of water treatment processes employed, if any:

Is there any reason to believe that the dewatering discharge may contain anything other than uncontaminated groundwater and storm water?

Yes  No

**If yes, you must also submit a NOI for coverage under the temporary discharge general permit.** The construction storm water general permit does not cover discharges of contaminated groundwater.

**NOTE** Please place points of withdrawal and discharge on a topographic map, or other map if a topographic map is unavailable. This map should extend to one (1) square mile beyond the property boundaries of the facility and each of its discharge facilities, and those wells, springs, and other surface water bodies, drinking water wells, and surface water intake structures listed in public records, or otherwise known to the applicant in the map area.

#### VIII. Other Information

List other information which you feel should be brought to the attention of the SDDENR regarding coverage under this general permit. Attach additional sheets if necessary.

### CERTIFICATION OF APPLICANT (COA)

I, \_\_\_\_\_, the applicant(s) in the above matter after being duly sworn upon oath hereby certify the following information in regard to this application:

I certify under penalty of 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 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 revocation of the permit and the possibility of fine and imprisonment for knowing violations. In addition, I certify that I am aware of the terms and conditions of the General Storm Water permit and I agree to comply with those requirements.

South Dakota Codified Laws Section 1-40-27 provides:

"The secretary may reject an application for any permit filed pursuant to Titles 34A or 45, including any application by any concentrated swine feeding operation for authorization to operate under a general permit, upon making a specific finding that:

- (1) *The applicant is unsuited or unqualified to perform the obligations of a permit holder based upon a finding that the applicant, any officer, director, partner or resident general manager of the facility for which application has been made:*
  - (a) *Has intentionally misrepresented a material fact in applying for a permit;*
  - (b) *Has been convicted of a felony or other crime involving moral turpitude;*
  - (c) *Has habitually and intentionally violated environmental laws of any state or the United States which have caused significant and material environmental damage;*
  - (d) *Has had any permit revoked under the environmental laws of any state or the United States; or*
  - (e) *Has otherwise demonstrated through clear and convincing evidence of previous actions that the applicant lacks the necessary good character and competency to reliably carry out the obligations imposed by law upon the permit holder; or*
- (2) *The application substantially duplicates an application by the same applicant denied within the past five years which denial has not been reversed by a court of competent jurisdiction. Nothing in this subdivision may be construed to prohibit an applicant from submitting a new application for a permit previously denied, if the new application represents a good faith attempt by the applicant to correct the deficiencies that served as the basis for the denial in the original application.*

All applications filed pursuant to Titles 34A and 45 shall include a certification, sworn to under oath and signed by the applicant, that he is not disqualified by reason of this section from obtaining a permit. In the absence of evidence to the contrary, that certification shall constitute a prima facie showing of the suitability and qualification of the applicant. If at any point in the application review, recommendation or hearing process, the secretary finds the applicant has intentionally made any material misrepresentation of fact in regard to this certification, consideration of the application may be suspended and the application may be rejected as provided for under this section.

Applications rejected pursuant to this section constitute final agency action upon that application and may be appealed to circuit court as provided for under chapter 1-26."

Pursuant to SDCL 1-40-27, I certify that I have read the forgoing provision of state law, and that I am not disqualified by reason of that provision from obtaining the permit for which application has been made.

Name (print) \_\_\_\_\_

Title \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

PLEASE ATTACH SHEET DISCLOSING ALL FACTS PERTAINING TO SDCL 1-40-27 (1) (a) THROUGH (e).  
ALL VIOLATIONS MUST BE DISCLOSED, BUT WILL NOT AUTOMATICALLY RESULT IN THE REJECTION OF AN APPLICATION.



DEPARTMENT of ENVIRONMENT  
and NATURAL RESOURCES

PMB 2020  
JOE FOSS BUILDING  
523 EAST CAPITOL  
PIERRE, SOUTH DAKOTA 57501-3182  
denr.sd.gov

September 24, 2010

Terrance G. Keller  
SD Department of Transportation  
700 East Broadway Avenue  
Pierre, SD 57501

Dear Mr. Keller:

Thank you for submitting your Notice of Intent for the general storm water discharges associated with construction activities permit. This letter grants you coverage under this permit for the project listed below in Pennington County, SD. You must maintain your site in compliance with the permit conditions. **Refer to Section 4.0 for Pollution Prevention Plan requirements.** Your facility Permit No. is **SDR10F021**. Please refer to this number in future correspondence.

Facility Information

Gary Engel - Contact Person  
NH 2016(17)64 PCN 6875 US 16B from  
US16 to SD79 in Rapid City  
NW ¼, Sec. 26, T001N, R7E  
44.0185 103.2497  
Pennington County, SD

Operator Information

DOT - Rapid City Area Office  
PO Box 1970  
Rapid City, SD 57709-1970

Please check to be certain the above facility is the same as listed in the Notice of Intent.

Thank you for preserving the natural resources of South Dakota. If you have any questions or need any guidance, please contact me at (605) 773-3351 or 1-800-SDSTORM (737-8676).

Sincerely,

Bret C. Graves  
Natural Resources Project Scientist  
Surface Water Quality Program

c: Gary Engel, SDDOT, PO Box 1970, Rapid City, SD 57709-1970

Permit No.: SDR10F021  
NH 2016(17)64 PCN 6875 US 16B from US16 to SD79 in Rapid City

**SOUTH DAKOTA DEPARTMENT OF ENVIRONMENT AND NATURAL  
RESOURCES  
JOE FOSS BUILDING  
523 EAST CAPITOL AVENUE  
PIERRE, SOUTH DAKOTA 57501-3181**

**GENERAL PERMIT FOR STORM WATER DISCHARGES  
ASSOCIATED WITH CONSTRUCTION ACTIVITIES**

**AUTHORIZATION TO DISCHARGE UNDER THE  
SURFACE WATER DISCHARGE SYSTEM**

In compliance with the provisions of the South Dakota Water Pollution Control Act and the Administrative Rules of South Dakota (ARSD) Chapters 74:52:01 through 74:52:11, SD Department of Transportation, located in the State of South Dakota, is authorized to discharge storm water from **construction** activities in accordance with the conditions and requirements set forth herein.

This permit shall become effective on **February 10, 2010**.

This permit and the authorization to discharge shall expire at midnight, **January 31, 2015**.

Signed this **31<sup>st</sup>** day of **December, 2009**



Authorized Permitting Official

Steven M. Pirner  
Secretary  
Department of Environment and Natural Resources



What can you expect during  
an inspection



Most important thing to remember

IF YOU DID NOT

DOCUMENT IT

THEN IT DID NOT HAPPEN!

# Records for inspection

- A copy of DENR's letter granting coverage.
- A copy of the permit cover page posted at the site.
- A copy of the SWPPP.
  - ❖ Site Map.
  - ❖ All documented inspections of the site.
    - Inspections must have a certification statement either on the inspection sheet or they can have on certifying an entire book of inspection sheets.



## STORM WATER INSPECTION CHECKLIST

SD Department of Environment and Natural Resources

General Information			
<b>Project Name</b>		<b>Permit Type</b>	
<b>Location</b>		<b>County</b>	
<b>Permit No.</b>		<b>Size of Project Site</b>	
<b>Contact Person/ Title</b>		<b>Phone Number</b>	
<b>Responsible Party/Title</b>		<b>Phone Number</b>	
<b>Mailing Address</b>			
Persons present during the inspection			
<b>Name</b>	<b>Title / Phone number</b>	<b>Affiliation</b>	
<b>Inspector / Title</b>			
<b>Inspection Date</b>			
<b>Entrance Time</b>		<b>Exit Time</b>	

Permit Verification		
A copy of the authorization letter and permit cover page are on-site? <i>(Section 2.4 #3)</i>	Y or N	
Name, mailing address, contact, and phone number are correct in the data base? If not note correct information.	Y or N	
Is the permittee or project subject to an enforcement action? If yes note date and type of action.	Y or N	Date: Type of action:
Name of receiving water(s) is/are correct?	Y or N	
List name of signatory official and or duly authorized representative and contact info.		Name: Mailing address: Phone number:

*Review of Permit Verification section:*

Storm Water Pollution Prevention Plan (SWPPP)		
SWPPP has been developed <i>(Section 4.1)</i>	Y or N	
Copy of the SWPPP on-site/available <i>(Section 6.8)</i>	Y or N	
Person(s) responsible for implementation of the plan <i>(Section 4.2 #2)</i>	Y or N	
Description of the overall project and the type of construction. <i>(Section 4.2 #1)</i>	Y or N	
Major activities identified in the site description including: <ul style="list-style-type: none"> <li>▪ Description of controls</li> <li>▪ Time frame for implementing controls</li> <li>▪ Person(s) responsible for implementing controls.</li> </ul> <i>(Section 4.2 #1)</i>	Y or N	
Description of potential pollutant sources and exposed materials <i>(Section 4.2 #1)</i>	Y or N	
Estimates of the total area of the site <i>(Section 4.2 #1)</i>	Y or N	
Estimates of the total area to be disturbed (excavation, grading, grubbing, or other activities) <i>(Section 4.2 #1)</i>	Y or N	
Description of the intended sequence of activities which disturb soil <i>(Section 4.2 #1)</i>	Y or N	
Description of the soil type within disturbed area(s) <i>(Section 4.2 #1)</i>	Y or N	
Name of surface water(s) at or near the disturbed area that could receive discharges <i>(Section 4.2 #1)</i>	Y or N	
Description of Interim and Final Stabilization including: <ul style="list-style-type: none"> <li>▪ When grading activities occur</li> <li>▪ When they cease temp/perm</li> <li>▪ When stabilization is to be initiated</li> </ul> <i>(Section 4.2 #1)</i>	Y or N	
Description of structural diversion practices to limit runoff from exposed areas. <i>(Section 4.2 #2)</i>	Y or N	
Description of post –construction storm water management controls including: <ul style="list-style-type: none"> <li>▪ Explanation of technical basis used to select controls</li> </ul> <i>(Section 4.2 #2)</i>	Y or N	
Description of procedures to properly install erosion and sediment control measures <i>(Section 4.2 #2)</i>	Y or N	
Description of procedures to properly maintain erosion and sediment control measures <i>(Section 4.2 #2)</i>	Y or N	
A maintenance schedule for the erosion and sediment controls are included. <i>(Section 4.2 #2)</i>		

Are chemicals or fuel stored on-site? If yes list chemicals and type of containment measures. (Section 4.2 #2)	Y or N	
Are spill prevention measures included within the plan? (If chemicals are stored on site) (Section 4.2 #2)	Y or N	
Off-site material storage areas are included (Section 4.2 #2)	Y or N	
Description of measures to minimize or prevent track-out of sediment off the construction site.	Y or N	
Description of measures for dust control (Section 4.2 #2)	Y or N	
Local sediment and erosion requirements (i.e. MS4 requirements) are included if necessary (Section 4.2 #2)	Y or N	
<b>Site Map (SWPPP continued)</b>		
Drainage patterns and flow directions (Section 4.2 #1)	Y or N	
Approximate slope anticipated after grading (Section 4.2 #1)	Y or N	
Areas of soil disturbance and exposed materials noting any phasing of construction activities (Section 4.2 #1)	Y or N	
Location of major structural and nonstructural controls identified in the SWPPP (Section 4.2 #1)	Y or N	
Location of areas where stabilization practices are expected to occur (Section 4.2 #1)	Y or N	
Surface waters, including an aerial extent of wetland acreage (Section 4.2 #1)	Y or N	
Discharge outfalls and locations where storm water is discharged (Section 4.2 #1)	Y or N	
Location of any spill, leaks, or soil contamination (Section 4.2 #1)	Y or N	
Areas of concern including but not limited to: <ul style="list-style-type: none"> <li>▪ Fueling stations</li> <li>▪ Waste storage</li> <li>▪ Concrete washout areas</li> <li>▪ Locations where spills or leaks have occurred</li> </ul> (Section 4.2 #1)	Y or N	
Signed certification statement (Section 6.9 #2)	Y or N	

*Review of SWPPP section:*

Site Inspections		
Regular site inspections conducted:		
▪ Once every 7 days during construction activity	Y or N	
▪ Once a month if stabilized and no construction activity (winter months)	Y or N	
▪ Within 24 hours of a storm event of 0.5 inches or greater, or snowmelt event that causes erosion	Y or N	
<i>(Section 3.12 #1)</i>		
Inspection reports are being maintained by the responsible person(s) that includes the following information:	Y or N	
<i>(Section 3.12 #2)</i>		
▪ Date and time of inspections	Y or N	
<i>(Section 3.12 #4)</i>		
▪ Name(s) and title(s) of personnel conducting the inspections	Y or N	
<i>(Section 3.12 #4)</i>		
▪ Areas inspected	Y or N	
<i>(Section 3.12 #4)</i>		
▪ Observation of the site and condition of erosion and sediment controls	Y or N	
<i>(Section 3.12 #4)</i>		
▪ Corrective actions taken	Y or N	
<i>(Section 3.12 #4)</i>		
▪ Dates and amounts of all rainfall events greater than 0.5 inches in 24 hours	Y or N	
<i>(Section 3.12 #4)</i>		
▪ Documentation of changes made to the SWPPP <i>(Section 3.12 #4)</i>	Y or N	
▪ Inspections with no incidents of non-compliance shall be certified as in compliance with the SWPPP and Permit along with signatory requirements	Y or N	
<i>(Section 3.12 #4)</i>		
▪ Signed certification statement by duly authorized representative or signatory official <i>(Section 6.9)</i>	Y or N	

*Review of Site Inspections section:*

<b>Effluent Limits</b>		
Controls designed for a 2-inch 24-hour storm event <i>(Section 3.1)</i>	Y or N	
Sediment controls on all down slope boundaries and those side slope boundaries deemed appropriate for individual site conditions <i>(Section 3.2 #1)</i>	Y or N	
Sediment basin for common drainage locations that serve areas > or = to 10 or more acres <i>(Section 3.2 #2)</i>	Y or N	
Documentation of rationale for using alternative sediment controls instead of sediment basin for common drainage areas > or = 10 acres <i>(Section 3.2 #3)</i>	Y or N	
Sediment controls maintained in effective working order <ul style="list-style-type: none"> <li>▪ Remove sediment from sedimentation ponds when design capacity is reduced by 50%</li> <li>▪ Remove sediment from silt fences and other controls before deposits reach 50% above-ground height</li> </ul> <i>(Section 3.3)</i>	Y or N	
Off-site sediment tracking and dust control <ul style="list-style-type: none"> <li>▪ Minimizing dust generation</li> <li>▪ Minimize track-out and conduct street sweeping if necessary</li> </ul> <i>(Section 3.4)</i>	Y or N	
Off-Site Accumulations <ul style="list-style-type: none"> <li>▪ Sediment leaving the construction site removed at a frequency sufficient to minimize impacts</li> <li>▪ SWPPP revised to minimize further off-site sedimentation</li> </ul> <i>(Section 3.5)</i>	Y or N	
Inlet Protection <ul style="list-style-type: none"> <li>▪ All storm drain inlets that receive storm water flows from the site are protected</li> </ul> <i>(Section 3.6)</i>	Y or N	
Erosive Velocity Control Velocity dissipation devices at discharge points and along the length of runoff conveyances as necessary <i>(Section 3.7)</i>	Y or N	
Soil Stockpiles <ul style="list-style-type: none"> <li>▪ Temporary stockpiles have silt fence or other effective controls to minimize runoff</li> <li>▪ Stockpiles are not located in surface waters, storm water conveyances, curb &amp; gutter systems, conduits and ditches, or where likely disturbed during storm</li> </ul>	Y or N	

events (Section 3.8)		
Erosion Control and Stabilization <ul style="list-style-type: none"> <li>▪ Stabilization of areas where construction has ceased for more than 14 days</li> </ul> (Section 3.9)	Y or N	
Proper handling of Construction and Waste Materials <ul style="list-style-type: none"> <li>▪ Litter</li> <li>▪ Construction debris</li> <li>▪ Chemicals</li> <li>▪ Concrete washout</li> </ul> (Section 3.10)	Y or N	

*Review of Effluent Limits section:*

# Signed by person responsible for implementation

- The SWPPP must contain a signed certification statement signed by the person implementing the SWPPP on the site.

Name (print) \_\_\_\_\_  
Title \_\_\_\_\_  
Signature \_\_\_\_\_  
Date \_\_\_\_\_

*I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure 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 there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.*

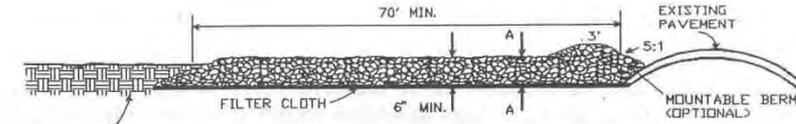
# SWPPP

- The SWPPP is a living document that must be changed as the site conditions change.
- New BMPs
  - ❖ Description of justification for selecting the BMP.
  - ❖ Description of proper installation of implementation of the BMP.
  - ❖ Maintenance schedule and description of maintenance that must be performed on BMP.

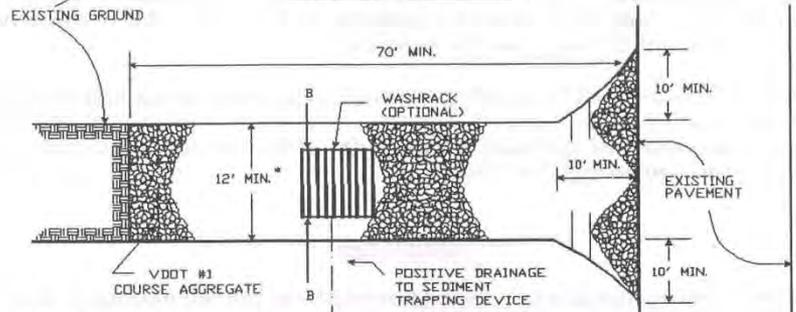
# SWPPP

- Change of construction dates
- Change in contractors/staff and their responsibilities.
- Additional construction activities.
- Variety of reasons to change and update SWPPP.

# STONE CONSTRUCTION ENTRANCE

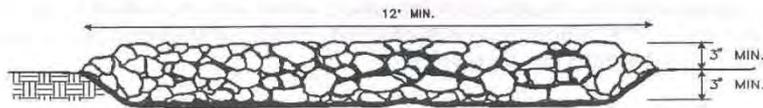


SIDE ELEVATION

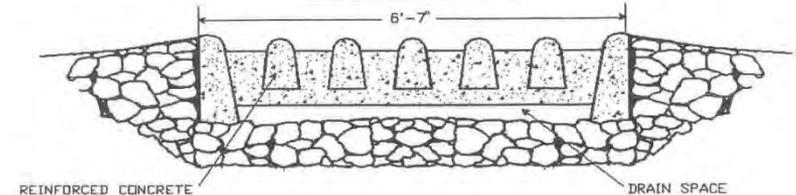


PLAN VIEW

\* MUST EXTEND FULL WIDTH OF INGRESS AND EGRESS OPERATION



SECTION A-A



SECTION B-B

Source: Adapted from 1983 Maryland Standards for Soil Erosion and Sediment Control, and Va. DSWC

Plate 3.02-1

# Site Map

- The site map is a working document that must be continually updated.
- The map should reflect the current conditions of the site.
- Any changes to the site map must be documented in the SWPPP.
- Make necessary changes to the map and date and initial those changes.
- If the map becomes too full start a new map with old maps attached and dated.



- LEGEND:**
- PROPOSED HOUSING
  - EXISTING HOUSING
  - STREET/ROAD
  - CONTOURS
  - UNLINED DRAINAGE
  - EXISTING STORM DRAIN
  - STORM WATER DRAINAGE
  - STORM WATER DISCHARGE POINT
  - FIBER ROLLS
  - STABILIZE CONSTRUCTION ENTRANCE/EXIT
  - COMBINED STAGING AREA & VEHICLE EQUIPMENT CLEANING, FUELING & MAINTENANCE
  - MATERIALS STORAGE AREA & STOCKPILE MANAGEMENT
  - EROSION CONTROL BLANKETS
  - CONCRETE WASTE MANAGEMENT
  - GRAVEL BAG BARRIERS
  - VEGETATED DRAINAGE SWALE
  - CONCRETE PAVING
  - PROJECT BOUNDARY/DISTURBANCE LIMIT
  - NON-DISTURBED AREA
  - TEMPORARY DISILTING BASIN
  - PRESERVE EXISTING VEGETATION

150 100 60 20 0 75 150  
 SCALE: 1" = 150'

# Site inspections

- If a inspection does not document any deficiencies at the site
  - ❖ A separate certification must be attached to the inspection sheet stating that the site is in compliance with the SWPPP and the general permit.
  - ❖ The certification of the inspection must be signed in accordance with section 6.9 of the permit.







Sediment entering storm drain

Filter sock more than 50% full



06.16.2011



g

Established  
Vegetation





# Larger common plan of development or sale

- A notice of transfer form must be submitted for each lot and sent in to the DENR.
- Must make the buyer of the lot aware of the requirements of the stormwater permit and the SWPPP for the development.

# After final stabilization

## Maintain records for 3 years.

- NOI
- NOT
- All documents used to complete the (NOI/NOT)
- SWPPP
  - ❖ Site Map
  - ❖ Inspections
- All reports required by the general permit.