

Stormwater Pollution Prevention Plan Checklist

DEVELOPMENT & USE REVIEW



Activities requiring Major Clearing and Grading Permits require a Stormwater Pollution Prevention Plan (SWPPP) in accordance with [Lake Forest Park Municipal Code \(LFPMC\) section 16.08.070](#) as well as Chapter 2 of the [King County Surface Water Design Manual](#) (KCSWDM).

The following checklist summarizes the SWPPP performance standards outlined in LFPMC 16.08.070 to help assist you in meeting those guidelines

- ☐ **Minimize potential impacts**

 - Conduct all activities so as to prevent impacts and minimize the clearing of naturally-occurring vegetation, retain existing soils, and maintain the existing natural hydrological functions of the site
- ☐ **Stormwater consistency of standards**

 - All standards shall be consistent with the latest version of the King County Surface Water Design Manual (KCSWDM)
- ☐ **Clearing and grading limits**

 - Permitted clearing and grading areas and any other areas required to preserve critical areas, buffers, native growth protection easements, or tree retention areas, shall be delineated on the site plans and the development site
- ☐ **Land disturbance limits**

 - All clearing limits, critical areas and their buffers, and significant trees that are to be preserved within the construction area shall be clearly marked both in the field and on the plans prior to land disturbance
- ☐ **Natural features preservation**

 - Land disturbance activity shall be undertaken so as to preserve and enhance natural features
- ☐ **Site containment**

 - Erosion, sediment, and other impacts resulting from any clearing and grading activity shall be contained on the site. This may require temporary erosion/sedimentation control measures during and following clearing and grading activities and include check dams, riprap, plantings, terraces, straw bales, or other devices or methods
- ☐ **Protection of adjacent and downstream properties and waterways**

 - Protect downstream properties and waterways from erosion due to temporary increases in the volume, velocity, and peak flow rate of runoff from the site. Downstream analysis is necessary if changes in flows could impair or alter conveyance systems, stream banks, bed sediments or aquatic habitat
- ☐ **Install sediment controls**

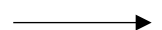
 - Stormwater runoff from disturbed areas shall pass through a sediment pond or other appropriate sediment removal Best Management Practices (BMP) prior to entering a storm drain inlet, leaving a construction site, or discharging to an infiltration facility. Sediment removal BMPS shall be constructed as one of the first steps in grading
- ☐ **Construction access**

 - Construction vehicle access shall be, whenever feasible, limited to one route. A temporary access road shall be provided at all sites and access surfaces shall be stabilized to minimize tracking sediment onto adjacent roads
- ☐ **Stabilization of disturbed areas**

 - All exposed soil shall be stabilized by application of suitable BMPs, including but not limited to sod or other vegetation, plastic covering, mulching, or application of base course(s) on areas to be paved. From October 1 to April 30, no unworked soils shall remain exposed for more than two days. From May 1 to September 30, no unworked soils shall remain exposed for more than seven days. Soil stockpiles must be stabilized from erosion, protected with sediment trapping measures, and located away from storm drains, waterways and drainage channels



- **Dust suppression**
 - Dust from clearing, grading, and other construction activities shall be minimized. The Administrator shall approve any dust suppressants used
- **Erosion and sedimentation control**
 - Erosion and sedimentation control BMPs shall be designed and implemented appropriate to the scale of the project and what is necessary to prevent sediment from leaving the site. Sediment removal BMPs must be installed prior to all other clearing, grading, or construction. All temporary BMPs must be removed within 30 days of final site stabilization
- **Native soil protection and amendment**
 - The duff layer and native topsoil should be retained in an undisturbed state to the maximum extent practicable
- **Stabilize channels and outlets**
 - Temporary on-site stormwater conveyance systems shall be designed, constructed, and stabilized pursuant to requirements of the KCSWDM in order to prevent erosion from leaving the site and affecting properties, streams, and wetlands downstream of clearing and grading activity
- **Protection of critical areas**
 - The function and values of all critical areas and their buffers located on or adjacent to the site shall be protected from clearing and grading activities by the use of setbacks, erosion and sediment control measures and other BMPs consistent with [LFPMC Chapter 16.16](#)
- **Protection of pervious area**
 - For projects proposing on-site stormwater management, all areas designated as permanent pervious areas or permanent infiltration areas shall be protected from compaction
- **Avoidance of hazards**
 - Land disturbance activities shall not result in off-site physical damage, nor pose a danger or hazard to life or property
- **Cut and fill slopes**
 - Cut and fill slopes shall be designed and constructed in a manner that will minimize erosion. This may require submittal of a geotechnical report pursuant to [LFPMC 16.16](#) and compliance with Land Use Code restrictions. See [16.08.070.P](#) for additional restrictions
- **Control of other pollutants**
 - Pollutants on-site during construction must be handled and disposed of properly to avoid possible health risks and environmental contamination. Direct and indirect discharge to the drainage system, critical areas, or adjacent properties is prohibited
- **Dewatering devices**
 - Foundation, vault, and trench dewatering water with similar characteristics to stormwater runoff shall be discharged into a controlled conveyance system prior to discharge to a sediment pond. Channels must be stabilized as specified in the KCSWDM. Highly turbid or contaminated dewatering water shall be handled separately from stormwater
- **Slash removal**
 - Slash from clearing shall preferably be chipped and spread across the site within one year of project completion
- **Revegetation**
 - The site shall be revegetated and landscaped as soon as practical, in accordance with a revegetation plan approved by the Administrator
- **Construction phasing**
 - Land disturbance shall be phased to the maximum degree practicable and take into account seasonal work limitations. Land clearing schedules shall minimize the occurrence and extent of land disturbing in the wet season
- **Seasonality - temporary restrictions**
 - Wet season clearing, grading, and other land disturbing activities (October 1 through April 30) are prohibited unless a plan prepared by a professional engineer and approved by the Administrator is provided



- **Maintenance**
 - All temporary and permanent erosion and sediment control devices shall be maintained and repaired as needed. The contractor shall regularly inspect and maintain all BMPs – any damaged BMPs must be returned to normal operating conditions within 24 hours of receiving notice from the Administrator
- **Ponds and reservoirs**
 - Grading and excavation to construct ponds and reservoirs shall meet all applicable setbacks, maintain in-stream flows of natural drainage courses, and protect adjacent property from damage
- **Site-specific requirements**
 - Additional, site-specific requirements may be established after a site visit by the city
- **Project management**
 - Construction site operators shall maintain, update and implement their SWPPP. For construction projects one acre or larger that discharge stormwater to surface waters of the state, a Certified Erosion and Sediment Control Specialist shall be identified in the SWPPP and be on-site or on-call at all times
- **Tree retention**
 - Trees shall be retained as required by [LFPMC Chapter 16.14](#)
- **Protection during construction**
 - Tree protection measures shall be employed as required by [LFPMC Chapter 16.14.070 D.3](#)

Questions?

For more information, please contact the Planning Department
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206-957-2837

Access to Information

Electronic versions of all forms, permits, applications, and codes

are available on the Lake Forest Park website:

<http://www.cityoflfp.com/>

Paper copies of all of the above are available at City Hall:
17425 Ballinger Way Northeast, Lake forest Park, WA 98155

DISCLAIMER: This information included herein is meant to provide general information and guidance into Stormwater Pollution Prevention Plan measures in accordance with official City regulations only and is not intended to be all inclusive. These requirements can and do sometimes change after action by the City Council. Interested parties should always verify current requirements with the City Planning and Building Departments