

STORM WATER
POLLUTION PREVENTION PLAN
FOR
“SMALL CONSTRUCTION ACTIVITES”

Prepared For:

Terrebonne Parish Consolidated Government
Project Name: _____

Generic Plan Prepared By:

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Revised: June, 2003

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1.0 INTRODUCTION

This generic Storm Water Pollution Prevention Plan (SWPPP) has been prepared in accordance with the requirements of the Louisiana Pollutant Discharge Elimination System (LPDES) Storm Water General Permit for Small Construction Activities (Permit No. LAR200000).

TPCG will maintain a copy of this generic document for Consultants and Contractors to utilize for preparation of SWPPPs concerning parish projects. This generic document is to be completed prior to initiating construction activities and updated as appropriate; and the plan shall provide for compliance with the terms and schedule of the SWPPP beginning with the initiation of construction activities. Completed project SWPPPs will be maintained by TPCG.

The project SWPPP shall be amended, as appropriate, whenever there is a change in design, construction, operation, or maintenance, which has a significant effect on the discharge of pollutants to the waters of the State and which has not otherwise been addressed in the SWPPP.

The project SWPPP will also be modified and amended if a determination is made that this plan has proven to be ineffective in eliminating or significantly minimizing pollutants from sources identified herein, or is otherwise not achieving the general objectives of controlling pollutants in storm water discharges associated with construction activity.

The permittee shall retain copies of all project SWPPPs, and all reports required by the permit for a period of at least three (3) years from the date that the site is finally stabilized. This period may be extended by request of the Agency (LDEQ) at any time.

A copy of the project SWPPP will be retained at the construction site from the date of project initiation to the date of final stabilization.

According to Permit No. LAR200000, Part III.B.2, the permittee shall post a notice near the main entrance of the construction site with the following information:

1. the LPDES permit number (include the LPDES permit number (LAR200000) and effective date of this permit (March 1, 2003);
2. the name and telephone number of a local contact person;
3. a brief description of the project; and
4. the location of the SWPPP if the site is inactive or does not have an on-site location to store the plan.

The permittees with day to day operational control over pollution prevention plan implementation shall have a copy of the plan available at a central location on-site for the use of all operators and those identified as having responsibilities under the plan whenever they are on the construction site.

1.1 Construction Activities (5 acres or more)

Construction activities, including clearing, grading, and excavating, that result in land disturbance of 5 acres or more are subject to the LPDES Storm Water General Permit for Construction Activities (Permit No. LAR100000). Construction activity also includes the disturbance of less than 5 acres of total land area that is a part of a larger common plan of development or sale if the larger common plan will ultimately disturb 5 acres or more.

1.2 Small Construction Activities (equal to or greater than 1 acre and less than 5 acres)

Construction activities, including clearing, grading, and excavating, that result in land disturbance of equal to or greater than 1 acre and less than 5 acres are subject to the LPDES Storm Water General Permit for Small Construction Activities (Permit No. LAR200000). Small construction activity includes the disturbance of less than 1 acre of total land area that is part of a larger common plan of development or sale if the larger common plan will ultimately disturb equal to or greater than 1 acre and less than 5 acres. Small construction activity does not include routine maintenance that is performed to maintain the original line and grade, hydraulic capacity, or original purpose of the facility.

Construction activities that result in a land disturbance of less than 1 acre may be regulated under this permit if designated by the state administrative authority (LDEQ) or the EPA regional administrator, based on the potential for contribution to a violation of a water quality standard or for significant contribution of pollutants to waters of the state.

Construction projects under this permit qualify for “Automatic Coverage” and do not require a Notice of Intent (NOI). Construction projects under this permit also do not require the certification of a contractor.

According to LAC 33:IX.2341.B15.a.i and ii, a waiver for a construction project can be achieved if the operator certifies to LDEQ that:

- The value of the rainfall erosivity factor (“R” in the Revised Universal Soil Loss Equation) is less than five during the period of construction activity. The rainfall erosivity factor is determined in accordance with Chapter 2 of *United States Department of Agriculture Handbook Number 703, Predicting Soil Erosion by Water: A Guide to Conservation Planning with the Revised Universal Soil Loss Equation (RUSLE)*; or
- The activity will occur within an area where controls are not needed based on a TMDL or, for non-impaired waters that do not require a TMDL, an equivalent analysis for the pollutant(s) of concern. A list of TMDLs and impaired water bodies can be obtained from the annual *State of Louisiana Water Quality Management Plan Water Quality Inventory Section 305(b), Appendix A*, published by LDEQ.

Upon final stabilization of the entire construction site in accordance with Part III.D.2.a.2 of the permit, the permittee shall submit a Compliance Report Form (see Part I.C and Appendix B of the permit) to terminate the general permit coverage of storm water discharges.

Attachment No. 9 contains a copy of Permit No. LAR200000 and Compliance Report Form.

1.3 Exclusions

According to the Louisiana Administrative Code (LAC) 33:IX.2315.2, discharges of dredged or fill material into waters of the state which are regulated under section 404 of the Clean Water Act (CWA) do not require LPDES permits.

2.0 RESPONSIBILITIES & CERTIFICATIONS

2.1 Responsibilities

The following table depicts the management structure as it relates to storm water permitting:

Title	Members	Responsibility
Principal Permittee / Operator	Terrebonne Parish Consolidated Government	Ensure SWPPP Implementation
	Program Manager	Manage the SWPPP Implementation
		Coordinate with the Consultant(s) and Contractor(s) to ensure that construction activities are performed in compliance with the SWPPP and the LPDES permit
Consultant(s)	Project Design Consultant(s)	Incorporate appropriate control measures (best management practices (BMPs)) into projects to prevent pollution of storm water runoff
		Identify additional BMPs if site conditions warrant
		Prepare a project specific SWPPP as per this document.
Contractor(s)	Construction Contractor(s)	Comply with the provisions of the SWPPP
		Implement and maintain control measures (BMPs) to prevent pollution of storm water runoff
		Identify and implement additional BMPs if site conditions warrant
<p>Note: Permit No. LAR200000, Part I.B.1 describes Automatic Coverage and Part I.B.2 describes Notification Requirements.</p>		

2.2 Responsible Individual Certification

According to Permit No. LAR200000 (Part V.G), a responsible individual must certify the Storm Water Pollution Prevention Plan (SWPPP).

"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 gathered and evaluated the information contained herein. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for attesting to false information, including the possibility of fine and imprisonment for knowing violations."

Firm:	
Address:	
Telephone Number:	
Responsible For:	
Signature:	
Name (Print):	
Title:	
Date:	

Firm:	
Address:	
Telephone Number:	
Responsible For:	
Signature:	
Name (Print):	
Title:	
Date:	

3.0 SITE DESCRIPTION

The Consultant is responsible for completing the following sections per parish project.

3.1 Summary of Potential Pollutant Sources

The SWPPP must provide a summary of possible pollutant sources located on the construction site. Examples include but are not limited to: (oil, diesel, gasoline, cleaning solvents, herbicides, pesticides, and other petroleum products).

3.2 Nature of the Construction Activity

The SWPPP must provide a description of the planned construction activities.

3.3 Intended Sequence of Major Activities which Disturb Soils for Major Portions of the Site

The SWPPP must provide and describe the intended sequence of major events which disturb soil on major portions of the site.

Examples include but are not limited to: (grading, grubbing, and excavation activities.)

3.4 Estimated Total Area of the Site

The SWPPP must provide an estimate of the total area of the site.

3.5 Estimated Total Area of the Site Being Impacted

The SWPPP must provide an estimate of the total area of the site affected by activities that disturb the soil on the construction site.

3.6 Estimated Runoff Coefficient of the Site

The SWPPP must provide estimates of the following runoff coefficients:

Pre-Construction Conditions:

Post-Construction Conditions:

3.7 Soils Data

The SWPPP must provide a description of the soil type and quality of any discharge from the site. Soils data can be obtained from the current parish USDA Soil Conservation Service, Soil Survey.

3.8 General Location Map

The SWPPP must include a general location map showing the vicinity of the project area.

3.9 Site Map

The SWPPP must include a site map that includes the following:

- *Drainage patterns and approximate slopes anticipated after major grading activities’*
- *Areas of soil disturbance*
- *An outline of areas which will not be disturbed*
- *Locations of major structural and non structural controls identified in the SWPPP*
- *Location of areas where stabilization practices are expected to occur*
- *Location of off-site material, waste, borrow or equipment storage areas*
- *Surface waters (including wetlands)*
- *Locations where storm water is discharged to a surface waters*

3.10 Non-Construction Related Discharges

The SWPPP must provide a description of the location of any discharge associated with industrial activity, other than construction (including discharges from dedicated cement and asphalt plants), covered by the permit. The SWPPP must also describe the discharge associated with industrial activity.

3.11 Receiving Water(s)

The SWPPP must provide the name and location of the receiving water bodies, and aerial extent and description of wetland or other aquatic sites at or near the site which will be disturbed or which will receive discharges from disturbed areas of the project.

3.12 Endangered or Threatened Species

The SWPPP must provide information on whether listed or threatened species and/or critical habitat are found in proximity to the construction activity and whether such species may be affected by the applicant’s storm water discharges or storm water related activities.

See Attachment No. 6 for a sample letter of request to the Louisiana Fish and Wildlife Service and the National Marine Fisheries Service.

Maintain endangered species documentation in Attachment No. 6.

3.13 Historical Properties

The SWPPP must provide information on whether the storm water discharges or storm waster-related activities from the construction site would have an effect on a property that is listed or eligible for listing under the National Historic Register and, where effects may occur, any written agreements with the State Historic Preservation Officer (SHPO) to mitigate these effects.

See Attachment No. 7 for a sample letter of request to the State Historic Preservation Officer.

Maintain historic properties documentation in Attachment No. 7.

4.0 Controls

The objective of the storm water permit regulations is the reduction or elimination of surface water pollution through implementation of Best Management Practices (BMPs).

BMPs are generally selected in a three stage process as follows:

- Define BMP Objectives: Define the locations where erosion is likely and where other construction related pollutants may be generated.
- Identify BMP Type: Select the appropriate range of BMPs which will address each objective.
- Select Appropriate BMPs: BMPs are evaluated and chosen based on site constraints, construction requirements, and cost effectiveness considerations.

The consultant is responsible for selecting the appropriate BMPs per parish project. Attachment No. 2 contains an inventory of BMPs which should be considered and selected by the consultant. The contractor is then responsible for implementation as specified. The SWPPP must also include a description of what BMPs will be implemented and what contractor is responsible for maintenance.

4.1 Erosion and Sediment Controls

The objectives of erosion and sediment controls are to minimize the potential for erosion and sedimentation during construction activities. A description of all sediment and erosion controls must be included in the SWPPP.

4.1.1 Short and Long Goals and Criteria:

The SWPPP should meet the following goals and criteria for erosion and sediment control.

- *The construction- phase erosion and sediment controls should be designed to retain sediment on-site to a maximum extent possible.*
- *All control measures must be properly installed and maintained with good engineering practices. If periodic inspections indicate a control has been used incorrectly the permittee must replace or modify the control appropriately.*
- *Off-site accumulations of sediment must be removed at a frequency sufficient to minimize off-site impacts.*
- *Sediment must be removed from sediment traps when design capacity has been reduced by 50%.*
- *Litter, construction debris, and construction chemicals exposed to storm water shall be prevented from becoming a pollutant source for storm water discharges.*
- *Off-site material storage areas (also including overburden and stockpiles of dirt, borrow areas, etc.) used solely by the permitted project are considered a part of the project and need to be addressed in the SWPPP.*

4.1.2 Stabilization Practices

The SWPPP shall include a description of the temporary and permanent stabilization practices that will be implemented throughout the construction activities. Disturbance of existing vegetation should be minimized, and planting of new vegetation should be implemented immediately after construction activities have concluded.

In the cases of long drought and snow, stabilization practices will be initiated as soon as practical in those portions of the site where construction activities have been temporarily or permanently ceased, pursuant to the requirements of the LPDES General Permit. In no case will these measures be implemented more than 14 days after the construction activity has temporarily or permanently ceased, unless construction activity will resume within 21 days from when construction ceases.

Document Major Grading Activities, Temporarily or Permanently Ceased Construction Activities, and Stabilization Measures in Attachment No. 4. Maintain completed copies and an original (blank) of the forms in Attachment No. 4.

4.1.3 Structural Practices

The SWPPP shall include an inventory of structural BMPs that will reduce erosion and trap sediments on-site. The structural practices used should be site specific and catered to the individual contractor. Structural BMPs need to be maintained and modified for the site and must not exceed design capabilities.

4.2 Storm Water Management

A description of storm water control measures installed during the construction process to control pollutants in storm water discharges after construction is completed shall be addressed in the SWPPP.

All catch basins, retention ponds, and other structures should be included in the description. All temporary or permanent storm water control structures should be designed in good engineering practice and should have the capability to handle a 2 year, 24 hour event. If design upon rainfall event is not practical, then a minimum of 3,600 cubic feet of storage per acre must be provided.

4.3 Other Controls

4.3.1 Solid Waste Disposal

No solid materials, including building materials, shall be discharged to waters of the State, except as authorized by a permit issued under Section 404 of the Clean Water Act (CWA). Solid materials refers to such items as boards, wrapping materials, bricks and concrete debris, and land clearing debris such as leaves and tree limbs.

4.3.2 Off-Site Vehicle Tracking

BMPs will be utilized to minimize vehicle tracking of sediments off-site and to minimize the generation of dust. An inventory of BMPs is included in Attachment No. 2.

4.3.3 State/Local Sanitary Sewer, Septic System, or Waste Disposal Regulations

The SWPPP shall ensure and demonstrate compliance with applicable State, and/or local waste disposal, sanitary sewer or septic system regulations to the extent these are located within the permitted area.

4.3.4 Construction Waste and Material Storage

The SWPPP shall include a description of construction wastes and materials expected to be stored on-site. The SWPPP shall also include the appropriate BMPs used to store these materials.

4.3.5 Non-Construction Pollutant Management

The SWPPP shall include a description of pollutant sources other than construction (including discharges from dedicated cement/concrete and asphalt plants), and a description of controls and measures that will be implemented at those sites to minimize pollutant discharges.

4.4 Approved State or Local Plans

- *The SWPPP must include procedures and requirements specified in applicable sediment and erosion site plans or site permits, or storm water management site plans or site permits approved by State or local officials.*
- *The SWPPP must be updated as necessary to reflect any changes applicable to protecting surface water resources in sediment and erosion site plans or site permits, or storm water management site plans or site permits approved by State, or local officials for which the permittee receives written notice.*

5.0 MAINTENANCE

BMPs will be maintained in effective operating condition by appropriate means. Upon identification of BMPs that are not operating effectively, maintenance and/or appropriate means will be performed as soon as practicable.

Timely maintenance of the control measures identified in this SWPPP will be ensured by weekly and post storm event site inspections. These site inspections are a condition and requirement of the LPDES General Permit (refer to **Section 6.0** for further details). Maintenance of the various discharge control measures listed in this plan are described below.

6.0 INSPECTIONS

Qualified personnel shall inspect specific areas of the construction site at least once every 14 calendar days, before anticipated storm events (or series of storm events such as intermittent showers over one or more days) expected to cause a significant amount of runoff and within 24 hours of the end of a storm event of 0.5 inches or greater. The areas of the site to be inspected include the following:

- Disturbed areas of the construction site that have not been finally stabilized, for evidence of, or the potential for, pollutants entering the drainage system;
- Areas used for storage of materials and equipment that are exposed to precipitation, for evidence of, or the potential for, pollutants entering the drainage system;
- Erosion and sediment control measures identified in **Section 5.1** of the SWPPP, to ensure that they are operating correctly;
- Discharge points (outfalls), to ascertain whether erosion control measures are effective in preventing significant impacts to receiving waters; and
- Locations where vehicles enter or exit the site, for evidence of off-site sediment tracking.

For those areas of the site that have been finally stabilized, inspections are recommended to be conducted at least once per month. This inspection frequency will increase, as necessary, to follow up and document any corrective actions required and implemented.

An inspection report form will be utilized and completed by the designated site inspector during each inspection of the construction site in accordance with the schedule described above. If necessary, the project (construction site) description identified in **Section 3.0** of this plan and/or pollution prevention measures identified in **Section 4.0** of this plan will be revised after an inspection which reveals inadequacies in existing BMPs and/or pollutant controls. Further, any necessary modifications made to the plan will provide for implementation of corrective action within seven calendar days following the inspection. Inspections of the construction site will continue through each phase of the project until such time as the entire site is finally stabilized.

A copy of the inspection report form is included in Attachment No. 3 of this plan. A copy of all inspection reports will be kept by the TPCG for a minimum of three years following final stabilization of the construction site.

7.0 NON-STORM WATER DISCHARGES

The construction site will be regularly inspected for sources of non-storm water that may be discharged in combination with storm water discharges associated with construction activity.

Depicted below are LPDES authorized non-storm water discharges, provided the non-storm water component of the discharge is in compliance with Permit No. LAR200000, Part III.D.5:

LPDES Authorized Non-Storm Water Discharges	Location of the Discharge	Appropriate Pollution Prevention Measures for the Non-Storm Water Component(s) of the Discharge
Discharges from support activities related to a construction site (e.g., concrete or asphalt batch plants, equipment staging yards, material storage areas, etc.) (Note: see requirements depicted in Permit No. LAR200000, Part I.A.2)		
Discharges from fire fighting activities		
Fire hydrant flushings		
Waters used to wash vehicles where detergents are not used		
Waters used to control dust in accordance with Permit No. LAR200000, Part III.D.2.c.(2)		
Potable water sources including waterline flushings		
Routine external building washdown which does not use detergents		
Pavement wash waters where spills or leaks of toxic or hazardous materials have not occurred (unless all spilled material has been removed) and where detergents are not used		
Air conditioning condensate		
Uncontaminated ground water or spring water		
Foundation or footing drains where flows are not contaminated with process materials such as solvents		

In accordance with the LPDES General Permit, all sources of non-storm water (except for flows from fire fighting activities) must be identified in this SWPPP, if found to be present.

This SWPPP will be modified as necessary if one or more non-storm water sources are identified to ensure the implementation of appropriate pollution prevention measures for the non-storm water component(s) of the discharge.

Attachment No. 1

General Location Map and Site Map

Attachment No. 2

Inventory of Best Management Practices (BMPs)

Additional BMP Information can be found in:

- 1) Fifield, Jerald S. Field Manual on Sediment and Erosion Control Best Management Practices for Contractors and Inspectors, 1st Edition, February, 2002.
- 2) Fifield, Jerald S. Designing for Effective Sediment and Erosion Control on Construction Sites, 1st Edition, January, 2001.

Attachment No. 3

Inspection Reports

Inspection Report (Page 1 of 2)			
Scope of the Inspection			
Examination Personnel			
Name		Title	
Area(s) Exposed to Precipitation (Disturbed Areas, Material Storage Areas, etc.)		Describe Evidence of, or the Potential for, Pollutants Entering the Drainage System	
Erosion and Sediment Control Measures	Date of Implementation (mm-dd-yy)	Operating Correctly (Yes / No)	Comments, Recommendations, and Actions Taken
Discharge Location(s) / Point(s)	Are Erosion Control Measures Effective in Preventing Significant Impacts to Receiving Waters		
Location(s) Where Vehicles Enter/Exit the Site	Describe Evidence of Off-Site Sediment Tracking		

Inspection Report (Page 2 of 2)

Changes Required to the SWPPP
 Note: SWPPP shall be revised within 7 calendar days following the inspection.

Site Description:

Storm Water Control Measures:

Schedule to Implement Change
 Note: SWPPP revision(s) shall be implemented within 7 calendar days following the inspection.

Incidents of Non-Compliance

Yes No **Is the Facility in Compliance with this SWPPP and Permit No. LAR100000?**

If "No", then Identify any Incidents of Non-Compliance:

Certification (Permit No. LAR100000, Part VI.G)

"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 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."

Signature: _____

Date: _____

Name (Print): _____

Phone Number: _____

Title: _____

Attachment No. 4

Recordkeeping Reports

Attachment No. 5

Additional Information
from the
Soil Survey of Terrebonne Parish

Attachment No. 6

Endangered Species Documentation

(Date)

Fish and Wildlife Service
646 Cajundome Blvd.
Suite 400
Lafayette, LA 70506
(337) 291-3124

Attention: Mrs. Debbie Fuller

RE: *Project Name; Section, Township-Range; Parish, City, State*

Dear Mrs. Fuller:

As per Addendum A, “Endangered Species Guidance” of the Louisiana Pollutant Discharge Elimination System (LPDES) Storm Water General Permit for Construction Activities (Permit No. LAR100000), please review the attached “*General Location Map, Site Map, and/or Permit Drawings*” for the following:

- 1) Determine if the construction site or associated storm water discharges are within the vicinity of federally listed threatened or endangered species, or their designated critical habitat.
- 2) Determine if any species may be found “in proximity” to the construction activity’s storm water discharges.

Note: A species is in proximity to a construction activity’s storm water discharge when the species is:

- Located in the path or immediate area through which or over which contaminated point source storm water flows from construction activities to the point of discharge into the receiving water;
- Located in the immediate vicinity of, or nearby, the point of discharge into receiving waters; or
- Located in the area of a site where storm water Best Management Practices (BMPs) are planned or are to be constructed.

(date)

Note: The “Endangered Species Guidance Parish/Species List” (updated through *March 7, 2002*) depicts the following federally listed or proposed U.S. species located in *name* Parish, Louisiana:

Parish	Group Name	Inventory Name	Scientific Name

Project Description:

(Describe the nature of construction activity.)

Should you have any questions concerning this matter, please feel free to contact me.

Very truly yours,

(Signature)

(Name)

(Title)

(Date)

National Marine Fisheries Service
Southeast Regional Office
9721 Executive Center Drive North
St. Petersburg, FL 33702
(727) 570-5301

Attention: Mr. Eric Hawk

RE: *Project Name; Section, Township-Range; Parish, City, State*

Dear Mr. Hawk:

As per Addendum A, “Endangered Species Guidance” of the Louisiana Pollutant Discharge Elimination System (LPDES) Storm Water General Permit for Construction Activities (Permit No. LAR100000), please review the attached “*General Location Map, Site Map, and/or Permit Drawings*” for the following:

- 1) Determine if the construction site or associated storm water discharges are within the vicinity of federally listed threatened or endangered species, or their designated critical habitat.
- 2) Determine if any species may be found “in proximity” to the construction activity’s storm water discharges.

Note: A species is in proximity to a construction activity’s storm water discharge when the species is:

- Located in the path or immediate area through which or over which contaminated point source storm water flows from construction activities to the point of discharge into the receiving water;
- Located in the immediate vicinity of, or nearby, the point of discharge into receiving waters; or
- Located in the area of a site where storm water Best Management Practices (BMPs) are planned or are to be constructed.

(date)

Note: The “Endangered Species Guidance Parish/Species List” (updated through *March 7, 2002*) depicts the following federally listed or proposed U.S. species located in *name* Parish, Louisiana:

Parish	Group Name	Inventory Name	Scientific Name

Project Description:

(Describe the nature of construction activity.)

Should you have any questions concerning this matter, please feel free to contact me.

Very truly yours,

(Signature)

(Name)

(Title)

Attachment No. 7

National Register of Historic Places Documentation

Date

Department of Culture, Recreation and Tourism
1051 North 3rd Street, Room 405
Baton Rouge, LA 70802
Phone: (225) 342-8170
Fax: (225) 342-4480

Attention: Mrs. Rachel Watson

RE: *Project Name; Section, Township-Range; Parish, City, State*

Dear Mrs. Watson:

As per the Louisiana Pollutant Discharge Elimination System (LPDES) Storm Water General Permit for Construction Activities (Permit No. LAR100000), please review the attached General Location Map and Site Map drawings for the following:

- 1) Determine whether the storm water discharges or storm water discharge-related activities from the construction site would have an effect on a property that is listed or eligible for listing under the National Historic Register.

Project Description:

(Describe the nature of construction activity.)

Very truly yours,

(Name)
(Title)

Attachment No. 8

Documentation Submitted to LDEQ

Attachment No. 9

Storm Water General Permit for Construction Activities
(Permit No. LAR 200000)