



# Stormwater Pollution Prevention Plan (SWPPP) Required Format



Site Development and Inspections Division  
Fairfax County Land Development Services  
12055 Government Center Parkway, Suite 535, Fairfax, VA 22035  
Phone: 703-324-1720, TTY 711  
[www.fairfaxcounty.gov/landdevelopment](http://www.fairfaxcounty.gov/landdevelopment)

Section	Required Documentation
1	<b>Cover page</b> (Signed by the Operator)
2	<b>Notice of Coverage Letter</b> (From the VA DEQ)
3	<b>Copy of the Construction General Permit</b>
4	<b>Registration Statement</b> (Signed by the Operator)
5	<b>Delegation of Authority</b> (Signed by the Operator for the qualified personnel)
6	<b>Qualified Personnel</b> (Contact information and qualifications for the personnel conducting site inspections)
7	<b>Site Map</b> (Location of dumpsters, portable toilets, chemical washouts, concrete washouts, rain gauge, etc.)
8	<b>Fairfax County Approved Plans</b> (Provide an 11"x17" copy of the approved Fairfax County Erosion and Sediment Control plan in the SWPPP book. A 24"x36" copy of the complete Fairfax County approved site plan, including the approved Stormwater Management Plan, must be available on site).
9	<b>Impaired Waters/TMDL(s)</b> (Site specific)
10	<b>Pollution Prevention Plan</b>
11	<b>Contractor(s) Information</b> (List the contact information for all contractors/vendors for the site)
12	<b>Amendments, Modifications, and Updates Log</b> (List any changes in design, construction, operation, maintenance, or modified controls and record of land disturbance, temporary start/stop, stabilization, and change of property ownership. Each item must be signed by the Operator or Delegated Personnel).
13	<b>BMP/SWM Construction Inspection Checklist &amp; Certification</b> (Third party construction inspection checklist and certification required for each BMP/SWM facility to be installed. Forms available at <a href="http://www.fairfaxcounty.gov/plan2build/forms-publications-library">www.fairfaxcounty.gov/plan2build/forms-publications-library</a> )
14	<b>Site Inspection Reports</b> (Include any applicable corrective action(s))