**WINTER SHUTDOWN MEMO**

Project Name: click to enter project name

Project Number: click to enter project number

SWPPP Amendment Number: click to enter SWPPP amendment number

Winter Shutdown Start Date: **click to enter a date at least 14 days after the WRCC fall freeze-up date**

Winter Shutdown End Date: **click to enter a date at least 21 days prior to the WRCC spring thaw date**

The project is experiencing continuous freezing temperatures and all soil disturbing activities have been completed or suspended. The project will enter winter shutdown and will suspend inspections during the above time interval in accordance with CGP 6.2.3. **Inspections will resume on or before the winter shutdown end date.**

The SWPPP has documented the following as required by CGP 5.3.6.9:

* Anticipated dates of fall freeze-up and spring thaw as defined in CGP Appendix C; and
* The methods used to address winter considerations in accordance with CGP Part 4.12 - *frozen ground by itself is not considered an acceptable control measure for stabilization*.

Control measures required by CGP 4.12 for winter shutdown are complete at this time:

* Temporary or final stabilization for conveyance channels;
* Temporary or final stabilization for disturbed slopes, disturbed soils, and soil stockpiles; and
* Proper installation of erosion and sediment control measures in anticipation of spring thaw.

Please include a copy of this memo in Appendix K of the SWPPP.

Click to enter DOT&PF Project Engineer name

Click to enter date