



# **MS4 Compliance Plan for Construction Activities**

**July 2020**

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## **Section 1 - Introduction**

Based on the 2010 Census population data, the San Marcos was designated as an urbanized area (population exceeding 50,000). Texas State University, located within the San Marcos urbanized area boundaries, is regulated as a Phase II Small Municipal Separate Storm Sewer System (MS4) under the Texas Pollutant Discharge Elimination System (TPDES) Program. The Texas Commission on Environmental Quality (TCEQ) administers the TPDES MS4 General Permit TXR040000 under provisions of the Clean Water Act and Texas Water Code. As a provision of the MS4 General Permit, Texas State University (TXST) is tasked with administering the university's Stormwater Management Program (SWMP). The SWMP has several requirements, including the development and implementation of the MS4 Compliance Plan for Construction Activities.

This MS4 Compliance Plan for Construction Activities satisfies the requirement of the TPDES MS4 General Permit TXR040000 Part III, Section B.3-4.

## Section 2 – Summary of Terms

The terminology used throughout this plan references terms in the TPDES MS4 General Permit TXR040000 as well as the TPDES Construction General Permit TXR150000.

Aboveground Storage Tank (AST) Facility Plan – A detailed plan that outlines best management practices that will be implemented in order to protect water quality when an aboveground storage tank facility is constructed in the Edwards Aquifer recharge or transition zones.

Best Management Practices (BMPs) – Schedules of activities, prohibitions of practices, maintenance procedures, structural controls, local ordinances, and other management practices to prevent or reduce the discharge of pollutants. BMPs also include treatment requirements, operating procedures, and practices to control construction site runoff, spills or leaks, waste disposal, or drainage from raw material storage areas.

Construction Activity – Includes soil disturbance activities, including clearing, grading, excavating, construction-related activity (e.g., stockpiling of fill material, demolition), and construction support activity. This does not include routine maintenance that is performed to maintain the original line and grade, hydraulic capacity, or original purpose of the site (e.g., the routine grading of existing dirt roads, asphalt overlays of existing roads, the routine clearing of existing right-of-ways, and similar maintenance activities). Regulated construction activity is defined in terms of small and large construction activity.

Construction General Permit (CGP) – A general permit (TXR150000) issued every five (5) years by the Texas Commission on Environmental Quality that is designed to regulate construction activities (one acre or greater) which can impact stormwater runoff quality.

Control Measure – Any BMP or other method used to prevent or reduce the discharge of pollutants to waters in the state.

Conveyance – Curbs, gutters, man-made channels and ditches, drains, pipes, and other constructed features designed or used for flood control or to transport stormwater runoff.

Edwards Aquifer Protection Program (EAPP) – A program created to protect the Edwards Aquifer through regulating activities that occur in the Recharge, Transition, and Contributing Zones.

Final Stabilization – A construction site status where all soil disturbing activities at the site have been completed and a uniform (that is, evenly distributed, without large bare areas) perennial vegetative cover with a density of at least 70% of the native background vegetative cover for the area has been established on all unpaved areas and areas not covered by permanent

structures, or equivalent permanent stabilization measures (such as the use of riprap, gabions, or geotextiles) have been employed.

Hyper-chlorinated Water – Water resulting from hyper-chlorination of waterlines or vessels with a chlorine concentration greater than 10 milligrams per liter (mg/L).

Illicit Connection – Any man-made conveyance connecting an illicit discharge directly to a municipal separate storm sewer.

Illicit Discharge – Any discharge to a municipal separate storm sewer that is not entirely composed of stormwater, except discharges pursuant to this general permit or a separate authorization and discharges resulting from emergency firefighting activities. These may include, but are not limited to, chemicals or petroleum hydrocarbons, food waste from compactors or dumpsters, cleaning solutions, street wash down containing spilled chemicals, container washout (paint or pesticide), utility pipe cleaning solutions, high temperature water, concrete washout water, or sewage.

Large Construction Activity – Construction activities including clearing, grading, or excavating that result in land disturbances equal to or greater than five acres of land. Large construction activity also includes the disturbance of less than five acres of total land area that is part of a common plan of development or sale if the larger common plan will ultimately disturb greater than five acres of land. Large construction activity does not include routine maintenance that is performed to maintain the original line and grade, hydraulic capacity, or original purpose of the site (for example, the routine grading of existing dirt roads, asphalt overlays of existing roads, the routine clearing of existing right-of-ways, and similar maintenance activities).

Municipal Separate Storm Sewer System (MS4) – A publicly-owned or operated conveyance or system of conveyances (including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, man-made channels, or storm drains).

Noncompliance Issue – A discharge of a pollutant to the MS4 through an illicit discharge, illicit construction runoff, or both, or the failure to maintain or install a BMP, which may result in the imminent discharge of a pollutant to the MS4.

Organized Sewage Collection System (SCS) Plan – A detailed plan that outlines best management practices that will be implemented in order to protect water quality when an organized SCS is constructed in the Edwards Aquifer recharge zone.

Pollutant(s) of Concern – For the purpose of this permit, includes biochemical oxygen demand (BOD), sediment or a parameter that addresses sediment (such as total suspended solids (TSS), turbidity or siltation), pathogens, oil and grease, and any pollutant that has been identified as a cause of impairment of any water body that will receive a discharge from an MS4 (40 CFR 122.32(e)(3)).

Post-Construction BMPs (or Structural Controls) – A pollution prevention practice that requires the construction of a device, or the use of a device, to capture or prevent pollution in stormwater runoff. Structural controls and practices may include but are not limited to: wet ponds, bioretention, infiltration basins, stormwater wetlands, silt fences, earthen dikes, drainage swales, vegetative lined ditches, vegetative filter strips, sediment traps, check dams, subsurface drains, storm drain inlet protection, rock outlet protection, reinforced soil retaining systems, gabions, and temporary or permanent sediment basins.

Qualified Personnel – Persons with credible certifications, training, or skills to perform MS4 Compliance Inspections. Appropriate certifications include Certified Erosion, Sedimentation, and Storm Water inspector (CESSWI), Certified inspector of Sediment and Erosion Control (CISEC), or other equivalent certifications, trainings, or skills that may be approved by the MS4 operator or MS4 responsible authority.

Responsible Department – A department identified in the SWMP as the responsible party or key personnel and having the potential to eliminate or minimize the discharge of pollutants to the MS4 through the use of appropriate BMPs and oversight of contracting services to that department.

Small Construction Activity – Construction activities including clearing, grading, or excavating that result in land disturbances of equal to or greater than one acre and less than five acres of land. Small construction activity also includes the disturbance of less than one acre of total land area that is part of a common plan of development or sale if the larger common plan will ultimately disturb greater than one acre and less than five acres of land. 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 site (e.g. the routine grading of existing dirt roads, asphalt overlays of existing roads, the routine clearing of existing right-of-ways, and similar maintenance activities).

Stormwater or Stormwater Runoff – Rainfall runoff, snow melt runoff, and surface runoff and drainage.

Stormwater Management Program (SWMP) – A comprehensive program to manage the quality of discharges from the municipal separate storm sewer system.

Stormwater Pollution Prevention Plan (SWPPP or SWP3) – A plan required for all construction sites regulated under the TPDES Construction General Permit TXR150000 that are disturbing more than one acre of land. A SWPPP must describe the implementation of practices that will be used to minimize to the extent practicable the discharge of pollutants in stormwater associated with construction activity and non- stormwater discharges. A SWPPP must also identify any potential sources of pollution that have been determined to cause, have a reasonable potential to cause, or contribute to a violation of water quality standards or have

been found to cause or contribute to the loss of a designated use of surface water in the state from discharges of stormwater from construction activities and construction support activities. Primary Operators are encouraged to utilize a qualified professional with credible certifications to prepare a SWPPP, which may include but is not limited to a Certified Professional in Erosion and Sediment Control (CPESC), a professional engineer, or other registered professional with competence in this area.

Temporary Stabilization – A condition where exposed soils or disturbed areas are provided a protective cover or other structural control to prevent the migration of pollutants. Temporary stabilization may include temporary seeding, geotextiles, mulches, and other techniques to reduce or eliminate erosion until either permanent stabilization can be achieved or until further construction activities take place.

Texas Pollutant Discharge Elimination System (TPDES) – The state of Texas program issuing, amending, terminating, monitoring, and enforcing stormwater and other types of discharge permits.

Urbanized Area (UA) – An area of high population density that may include multiple small MS4s as defined and used by the U.S. Census Bureau in the 2000 and the 2010 Decennial Census.

Underground Storage Tank (UST) Facility Plan – A detailed plan that outlines best management practices that will be implemented in order to protect water quality when a regulated underground storage tank is constructed in the Edwards Aquifer recharge or transition zones.

Uniform Coverage – Evenly distributed coverage without large bare areas.

Water Pollution Abatement Plan (WPAP) - A detailed plan that outlines best management practices that will be implemented in order to protect water quality when initiating construction activity over the Edwards Aquifer Recharge Zone (EARZ).

Water Quality Protection Plan (WQPP) – A plan developed by the Edwards Aquifer Habitat Conservation Plan (EAHCP or HCP) describing means and methods to reduce the amount of impervious cover and associated nonpoint source pollution on campus and throughout the city of San Marcos.

## Section 3 – Overview

### PLAN OVERVIEW

Earth-disturbing activities from active construction projects have the potential to impact stormwater runoff quality. Effective erosion and sediment control, implementation of best management practices (BMPs), and long-term soil stabilization can mitigate or prevent stormwater pollution from construction sites, regardless of the size of the project. Per requirements of the Texas Pollutant Discharge Elimination System (TPDES), construction projects where earth-disturbing activities will meet or exceed one ( $\geq 1$ ) acre in size must obtain permit coverage under the TPDES Construction General Permit TXR150000.

This MS4 Compliance Plan for Construction Activities outlines expectations and requirements for planning, initiating, operating, and terminating construction activities on TXST property. This plan is also intended to guide selection of structural and non- structural post-construction stormwater management BMPs. University Policies and Procedures Statement (UPPS) 04.05.16 for Campus Stormwater Management is the guiding policy for this plan and enforces university compliance with MS4 requirements.

### SCOPE

This plan applies to all construction projects on TXST property that will include earth-disturbing activities, regardless of the size of the project. Certain sections of this plan only apply to construction sites regulated under the Construction General Permit ( $\geq 1$  acre in size).

### SECTION OVERVIEW

The objectives for each section of this MS4 Compliance Plan for Construction Activities are as follows:

#### Section 4: Plan Review for Erosion and Sediment Control

Provide guidance for staff on the plan review process during the pre-construction design development phase as well as the process for reviewing and accepting Stormwater Pollution Prevention Plans (SWPPPs).

#### Section 5: Required Pre-Construction Documentation

Outline steps for commencing construction on campus, including documentation required prior to initiation of construction.

#### Section 6: Training for Construction Personnel

Describe training requirements and expectations for Texas State University construction personnel as well as contractors working on active construction projects.

### Section 7: MS4 Compliance Inspections for Construction Activities

Provide guidance for staff on performing MS4 Compliance Inspections to monitor compliance with the Construction General Permit.

### Section 8: Final Stabilization and Termination of Construction General Permit Coverage

Outline steps for achieving final stabilization and terminating coverage under the Construction General Permit.

### Section 9: Post-Construction BMP Selection Guidance

Provide guidance for staff in selecting a combination of structural and non-structural BMPs to address post-construction runoff from areas of new development and redevelopment.

## **RESPONSIBILITIES**

### Primary Operator

The Primary Operator (General Contractor for the construction site) is responsible for all day-to-day operations, including but not limited to: obtaining permit coverage under the Construction General Permit, site registration with the TCEQ (if earth disturbance is greater than five acres), SWPPP development and implementation, maintenance and repair of BMPs, routine inspections of stormwater controls, and maintaining compliance with other requirements outlined in the Construction General Permit. The General Contractor must coordinate with TXST to ensure all necessary documentation is completed, signed, and filed with the appropriate parties prior to initiating construction.

### Secondary Operator

The Secondary Operator (TXST) shares the responsibility for developing and implementing the SWPPP with the General Contractor, in addition to overseeing construction activities and ensuring compliance with requirements outlined in the Construction General Permit. TXST is responsible for designating a Responsible Department who will represent the university on all construction-related issues. The TXST department responsible for overseeing the construction project (e.g. Facilities Planning, Design, and Construction, or another involved department) will be designated as the Responsible Department. The Responsible Department will assign a Project Manager, Construction Contract Administrator (CCA), or other staff to

coordinate the project. The Project Manager or CCA must ensure that the General Contractor completes and submits all necessary documentation to the appropriate parties prior to initiating construction.

### MS4 Responsible Authority

The MS4 Responsible Authority (Environmental Health, Safety, & Risk Management, or EHSRM) is responsible for performing MS4 Compliance Inspections and maintaining documentation for active construction sites within the MS4. Prior to initiation of new construction, EHSRM must review design drawings, specifications, and sediment and erosion control plans for MS4 consideration. The EHSRM works in collaboration with the Responsible Department to review and approve the SWPPP to ensure all necessary elements are included.

### SWPPP Inspector

The SWPPP inspector conducts Construction General Permit compliance inspections on behalf of the General Contractor. SWPPP inspections must be performed at an approved frequency (identified in the SWPPP) for compliance with the Construction General Permit and should address site conditions, BMP maintenance, and other pertinent issues. The Project Manager/CCA will coordinate with the SWPPP Inspector and General Contractor on inspection findings and address any issues or maintenance needs.

#### MS4 Compliance Inspector

EHSRM acts as the MS4 Compliance Inspector and conducts inspections for compliance with the MS4 permit. EHSRM will coordinate with the Project Manager/CCA for scheduling MS4 Compliance Inspections. MS4 Compliance Inspections will be both routine and complaint-based and will evaluate SWPPP documentation, site conditions, BMP maintenance, and other pertinent issues.

# Section 4 – Plan Review for Erosion/Sediment Control

## PROCEDURES FOR CONSTRUCTION PLAN REVIEW

### Project Manager or CCA for Texas State Responsible Department

1. Provide drawings, specifications, and sediment/erosion control plans to EHSRM for review of stormwater controls (e.g. BMPs, materials storage, etc.). Allow at least seven days for review and comment.
2. Compile and screen plan review comments from EHSRM.
3. Forward applicable comments and proposed changes to the Architect/Engineer (A/E).
4. Request comment responses from A/E and forward to EHSRM.

### EHSRM

1. Receive plans from the Project Manager/CCA and save all documentation and correspondence to an internal database on the EHSRM server for plan review tracking and annual reporting.
2. Use the Construction Plan Review Checklist (Appendix A) to review the documents provided.
3. Send plan review comments and proposed changes to the Project Manager/CCA for consideration on or before the comment period due date.

# Section 5 – Required Pre-Construction Documentation

## PROCEDURES FOR SUBMITTING PRE-CONSTRUCTION DOCUMENTATION

### General Contractor

#### Stormwater Pollution Prevention Plan

1. Develop a SWPPP for compliance with the Construction General Permit. The SWPPP Table of Contents Checklist (Appendix B) includes required elements and can be used to guide SWPPP development.
2. Send the draft SWPPP to the Project Manager/CCA responsible for coordinating the construction project.
3. Review comments from TXST and incorporate necessary changes.
4. Provide a final version of the SWPPP to the Project Manager/CCA.

#### Construction Site Notice (CSN)

1. Complete and sign the Primary Operator CSN for the project. Display completed CSN at or near the construction site entrance and keep a copy of the CSN in the SWPPP.
  - a. Sites greater than one acre but less than five must complete the Small Construction Site Notice.
  - b. Sites greater than or equal to five acres must complete the Large Construction Site Notice.
  - c. Templates for small and large CSNs can be found on the Texas Commission on Environmental Quality's website:  
<https://www.tceq.texas.gov/permitting/stormwater/construction>
2. Provide a copy to the MS4 Operator(s) receiving the stormwater runoff discharge, as applicable. Refer to jurisdiction boundaries maps to determine this information.
  - a. Texas State University – EHSRM Department (stormwater@txstate.edu)
  - b. City of San Marcos – Public Services Department (stormwatermgt@sanmarcostx.gov)
  - c. Hays County – Transportation Department (stormwater@co.hays.tx.us)
  - d. Texas Department of Transportation – Environmental Affairs Division (Contact)

#### Notice of Intent (NOI)

1. For large construction sites (greater than or equal to five acres), file an NOI with the TCEQ and display at site entrance.
2. Provide a copy to the MS4 Operator(s) receiving the stormwater runoff discharge, as applicable (see above).

### Edwards Aquifer Protection Program (EAPP)

1. For construction projects proposed over the Edwards Aquifer (Recharge, Transition, or Contributing Zones), additional documentation may be required by the TCEQ.
  - a. Review this flowchart to determine what, if any, additional documentation is required by the EAPP prior to beginning construction:  
<https://www.tceq.texas.gov/permitting/eapp/eapp-workflow.html>
2. As applicable, submit required document(s) (e.g. WPAP, UST Facility Plan, AST Facility Plan, SCS Plan) to the TCEQ for review and approval.
  - a. Note: Construction may not begin until the TCEQ has reviewed and approved the WPAP application.
3. For more information, visit the TCEQ website:  
<https://www.tceq.texas.gov/permitting/eapp/wpap.html>.

### Active Construction Notification Form

1. Prior to the initiation of construction activities, coordinate with the Project Manager/CCA to complete the Active Construction Notification Form (Appendix C).
2. Verify that all tasks on the form have been accomplished, then sign the form.

## Project Manager/CCA

### Stormwater Pollution Prevention Plan (SWPPP)

1. For sites where earth-disturbing activities will meet or exceed one acre in size, a SWPPP is required for compliance with the Construction General Permit.
2. Coordinate with the General Contractor (or 3rd party subcontractor) on SWPPP development. Provide the SWPPP Table of Contents Checklist (Appendix B) to the General Contractor, as it includes required elements and can be used as a guide for SWPPP development.
3. Obtain a draft SWPPP from the General Contractor and conduct an internal review with EHSRM using the **SWPPP Table of Contents Checklist** (Appendix B). Allow at least seven days for review and comment.
4. Provide comments and proposed changes to the General Contractor (or 3<sup>rd</sup> part subcontractor).
5. Obtain final version of the SWPPP and conduct a final review with EHSRM to ensure all changes or comments were addressed.

### Construction Site Notice (CSN)

1. Complete and sign the Secondary Operator CSN. Display completed CSN at or near the construction site entrance and keep a copy of the CSN in the SWPPP.
  - a. Sites greater than one acre but less than five must complete the Small Construction Site Notice.
  - b. Sites greater than or equal to five acres must complete the Large Construction Site Notice.

- c. Templates for small and large CSNs can be found on the Texas Commission on Environmental Quality's website:  
<https://www.tceq.texas.gov/permitting/stormwater/construction>
2. Provide a copy to the MS4 Operator(s) receiving the stormwater runoff discharge, as applicable. Refer to jurisdiction boundaries maps to determine this information.
  - a. Texas State University – EHSRM Department (stormwater@txstate.edu)
  - b. City of San Marcos – Public Services Department (stormwatermgt@sanmarcostx.gov)
  - c. Hays County – Transportation Department (stormwater@co.hays.tx.us)
  - d. Texas Department of Transportation – Environmental Affairs Division (Contact)

### Notice of Intent (NOI)

1. For large construction sites (greater than or equal to five acres), confirm that the General Contractor filed an NOI with the TCEQ.

### Letter of Delegation

1. Prepare a Letter of Delegation of Signatories to Reports (Appendix D) that authorizes specific site personnel to sign documentation and reports.
  - a. The letter should be site-specific and signed in accordance with Title 30 Texas Administrative Code, Section 305.44.
2. Submit the signed letter to TCEQ Storm Water and Pretreatment Team office and include a copy of the letter in the SWPPP.

### Active Construction Notification Form

1. Prior to the initiation of construction activities, coordinate with General Contractor to complete the Active Construction Notification Form (Appendix C).
2. Verify that all tasks on the form have been accomplished, then submit the signed form to EHSRM.

## EHSRM

### Stormwater Pollution Prevention Plan (SWPPP)

1. Work with the Project Manager/CCA to conduct an internal review of the SWPPP using the SWPPP Table of Contents Checklist (Appendix B).
2. Compile comments and proposed changes for the Project Manager/CCA to send to the General Contractor (or 3rd part subcontractor).
3. Conduct a final review of the SWPPP with the Project Manager/CCA to ensure all changes or comments were addressed.

### Administrative Tasks

1. Receive copies of all documentation (e.g. SWPPPs, CSNs, Active Construction Notification Forms,

etc.) from the Project Manager/CCA.

2. Save all documentation to an internal database on the EHSRM server for annual reporting.
3. Perform MS4 Compliance Inspections as necessary per instructions outlined in Section 7.

# Section 6 – Training for Construction Personnel

## PROCEDURES FOR CONDUCTING TRAINING

### General Contractors

1. Coordinate with the Project Manager/CCA on stormwater pollution prevention training required for construction contractors working on campus.
  - a. Identify appropriate training materials, delivery methods, and documentation.
2. Conduct training for employees and retain records.

### Construction Staff for TXST Responsible Department

1. Coordinate with EHSRM on scheduling training for departmental staff on stormwater and construction activities.
  - a. Training must be conducted annually.
2. Coordinate with EHSRM and General Contractor on scheduling contractor training.
  - a. Obtain training materials from EHSRM and provide to General Contractor.
  - b. Describe documentation requirements (e.g. sign-in sheet) for General Contractor to utilize to document training records.
  - c. Provide examples of approved training delivery methods (e.g. PowerPoint).
  - d. Coordinate training with General Contractor; training must be conducted once during the project term, such as during contractor orientation.

### EHSRM

1. Coordinate with TXST Responsible Department on scheduling training for Responsible Department staff and contractors.
  - a. Departmental staff training must be conducted annually.
  - b. Contractor training must be conducted once during the project term.
2. Save all training records and training materials to an internal database on the EHSRM server for annual reporting.

# Section 7 – MS4 Compliance Inspections for Construction Activities

## EHSRM

### Routine Inspections

1. Contact the Project Manager/CCA assigned to the project.
  - a. Allow a minimum of five business days for scheduling the routine inspection.
2. Prepare for the inspection.
  - a. Locate the completed Active Construction Notification Form (Appendix C) for the project.
  - b. If the site is greater than or equal to one acre in size, confirm that the project has coverage under the Construction General Permit.
  - c. If the site is greater than or equal to five acres in size, confirm that the site NOI has been submitted to TCEQ.
  - d. Gather information such as permit documentation, previous inspection reports, and site plans.
  - e. Examine applicable maps to determine adjacent water bodies or other sensitive features.
3. Utilize MS4 Compliance Inspection Field Evaluation (Appendix E) to conduct the inspection and document findings.
4. Evaluate SWPPP compliance through an administrative review.
  - a. Determine if applicable documentation is posted at site entrance (e.g. CSN, NOI, etc.)
  - b. Review site BMP plans, project schedule and project overview.
  - c. Review completed site inspection reports. Make note of persistent issues identified on the SWPPP inspection reports.
5. Perform a field inspection of the construction site, assessing the perimeter of the site, BMPs, good housekeeping/pollution prevention practices, etc. Note findings on inspection form.
  - a. Assess perimeter controls, determine if controls are adequate, properly installed, and in good, working condition. Look for evidence of past sediment and pollutant discharges from the project site.
  - b. Inspect site ingress/egress areas. Determine if sediment and/or other material is being tracked from the project site onto adjacent streets. Inspect track-out controls to determine proper design, construction, and adequacy in preventing track-out from the site.
  - c. Inspect other temporary sediment and erosion control BMPs. Determine if BMPs are adequate, properly installed, and in good, working condition. Evaluate overall site conditions and installed BMPs and verify that these items are consistent with the conditions described in the SWPPP.

- d. Inspect general pollution prevention and good housekeeping practices. Inspect trash and material storage areas to ensure that materials are properly stored and contained in a manner that minimizes exposure to rain and/or stormwater runoff. Inspect the site for accumulation of trash and construction debris. Inspect vehicle/equipment fueling, staging, and maintenance areas to examine for the presence of spills and leaks and proper containment and spill control measures.
  - e. Assess overall site conditions, identify incidents of non-compliance, and include photos, as needed, to document pertinent issues.
6. Create final inspection report using supporting evidence as necessary (e.g. photos). Provide a completed copy to the Project Manager/CCA.
  7. Discuss finding (e.g. maintenance needs, non-compliance issues, etc.) with the Project Manager/CCA, who will relay findings to General Contractor.
    - a. If applicable, coordinate with all responsible parties to determine a timeframe for resolving non-compliance issues and schedule a site re- inspection.
  8. Save completed inspection form, inspection photos, and any obtained permit information to an internal database on the EHSRM server for annual reporting.
  9. Perform follow-up inspections (as needed) to assess non-compliance issues.

### Complaint Inspections

1. Contact the Project Manager/CCA assigned to the project. Indicate that the inspection is complaint-based and coordinate a time to perform the inspection.
  - a. Notify the Project Manager/CCA that the inspection must be performed within 48 hours, if not sooner depending on the severity of the issue.
2. Prepare for the inspection
  - a. Locate the completed Active Construction Notification Form (Appendix C) for the project.
  - b. If the site is greater than or equal to one acre in size, confirm that the project has coverage under the Construction General Permit.
  - c. If the site is greater than or equal to five acres in size, confirm that the site NOI has been submitted to TCEQ.
  - d. Gather information such as permit documentation, previous inspection reports, and site plans.
  - e. Examine applicable maps to determine adjacent water bodies or other sensitive features.
3. Utilize MS4 Compliance Inspection Field Evaluation (Appendix E) to conduct the inspection and document findings.
4. Conduct the complaint inspection.
  - a. The inspection should focus specifically on the complaint or non- compliance issue.
  - b. Other observations may be noted while on-site, but the purpose of the investigation is to verify or dispute the complainant's allegation.

5. Create final inspection report using supporting evidence as necessary (e.g. photos). Provide a completed copy to the Project Manager/CCA.
6. Discuss finding (e.g. maintenance needs, non-compliance issues, etc.) with the Project Manager/CCA, who will relay findings to General Contractor.
  - a. If applicable, coordinate with all responsible parties to determine a timeframe for resolving non-compliance issues and schedule a site re- inspection.
7. Save completed inspection form, inspection photos, and any obtained permit information to an internal database on the EHSRM server for annual reporting.
8. Perform follow-up inspections (as needed) to assess non-compliance issues.

## **PROCEDURES FOR ESCALATION AND ENFORCEMENT**

If items identified during the MS4 Compliance Inspection have not been addressed on or before the re-inspection date, enforcement proceedings will be enacted in accordance with Campus Stormwater Management UPPS 04.05.16. Enforcement procedures will include:

1. Tier I – If compliance is not reached on or before the date of re-inspection, a meeting (formal or informal) will be set up between EHSRM and the responsible parties (Responsible Department and the contractor, if applicable) to discuss next steps for compliance. The Responsible Department (and contractor, if applicable) will be provided a timeframe to address the non-compliance issue.
2. Tier II – If compliance is not reached after the initial meeting and by the agreed upon timeframe, a Notice of Violation (NOV) will be issued to the responsible party/parties. The NOV will describe the location and specify a timeframe to correct the issue. For NOVs issued on projects involving a contractor, payment by TXST to the contractor may be withheld for certain services (e.g. SWPPP and BMP maintenance) until the non-compliance issue(s) is resolved.
3. Tier III – If compliance is not reached after withholding contractor payment for services, or if the non-compliance issue is deemed to be an immediate threat to human health and the environment, the TXST Responsible Department may opt to hire a 3rd party contractor to fix the non-compliance issue. TXST may choose to back charge the contractor or Responsible Department for services rendered to address the non- compliance issue.

## Section 8 – Final Stabilization and Termination of the CGP

### PROCEDURES FOR FINAL STABILIZATION OF VEGETATED AND HARDSCAPED SURFACES

#### General Contractor

1. Once all soil disturbing activities have ceased, all surfaces must be stabilized.
  - a. For soil surfaces, stabilization through uniform coverage must be reached prior to terminating permit coverage. Uniform coverage can be achieved by using a combination of perennial vegetative cover (seed mixtures, sod, etc.) and other equivalent permanent stabilization measures (e.g. riprap, gabions, mulch, geotextiles). Appropriate procedures for stabilization of soil surfaces must be specified in the landscaping or sediment and erosion control design drawings for the site.
  - b. For hardscape surfaces and permanent structures, stabilization (asphalt, concrete, pavers, etc.) must be installed and stabilized to eliminate exposure of disturbed soils.
2. Prior to terminating permit coverage under the Construction General Permit, the disturbed area planned for vegetation must achieve 70% density of vegetative growth. Uniform coverage on disturbed soils must be achieved to be considered for final stabilization.
  - a. In times of drought, when water restrictions are imposed on establishing new vegetative cover, adhere to the most current Construction General Permit requirements.

### PROCEDURES FOR TERMINATING PERMIT COVERAGE

#### General Contractor

1. After final stabilization has been achieved, remove all temporary erosion controls and dispose of materials properly.
2. Remove the Primary Operator CSN from the site entrance. Sign and date the document.
3. Notify MS4 Operator(s) receiving the stormwater runoff discharge (noted in Section 5) that the project has ended and provide a copy of the finalized CSN.
4. Complete the final SWPPP inspection report and denote that final stabilization was achieved.
5. If the site is greater than or equal to five acres in size, submit a Notice of Termination (NOT) to the TCEQ.
6. Archive all documentation (e.g. inspection forms, site maps, site specific SWP3 and correspondence associated with this permit).

#### Project Manager/CCA

1. After final stabilization has been achieved, ensure that General Contractor has removed all

temporary erosion controls and materials were disposed of properly.

2. Remove the Secondary Operator CSN from the site entrance. Sign and date the document.
3. Notify MS4 Operator(s) receiving the stormwater runoff discharge (noted in Section 5) that the project has ended and provide a copy of the finalized CSN.
4. Confirm that General Contractor has completed the final SWPPP inspection report and noted that final stabilization was achieved.
5. If the site is greater than or equal to five acres in size, confirm that the General Contractor submitted a NOT to the TCEQ.
6. Archive all documentation (e.g. inspection forms, site maps, site specific SWP3 and correspondence associated with this permit).
  - a. Coordinate with EHSRM to ensure they have copies of site documentation.

# Section 9 – Post-Construction BMP Selection Guidance

## PROCEDURES FOR SELECTING AND IMPLEMENTING POST-CONSTRUCTION BMPS

### TXST Responsible Department

1. On sites greater than or equal to one acre in size, review post-construction BMP selection criteria in the Post-Construction BMP Selection Guidance (Appendix F).
2. Select a combination of structural and non-structural BMPs to incorporate into the new construction or redevelopment project.
3. Include selected BMPs on design drawings, specifications, and/or erosion and sediment control plans for review by EHSRM.
4. For structural BMPs, provide design drawings, specifications, and other applicable details to EHSRM and other pertinent departments (e.g. department responsible for BMP maintenance) for review.

### EHSRM

1. Review design drawings, specifications, and/or erosion and sediment control plans and assess post-construction stormwater management features.
  - a. Use selection criteria in the ***Post-Construction BMP Selection Guidance*** (Appendix F) as a guide for review.
2. Provide comments and recommendations on selected BMPs, as appropriate.
3. Request operation and maintenance plans for structural BMPs, as appropriate.

# Appendices

## Contents

- Appendix A: Construction Plan Review Checklist
- Appendix B: SWPPP Review Checklist
- Appendix C: Active Construction Notification Form
- Appendix D: Letter of Delegation of Signatories to Reports
- Appendix E: MS4 Compliance Inspection Field Evaluation
- Appendix F: Post-Construction BMP Selection Guidance

# **Appendix A**

## **Construction Plan Review Checklist**

# TEXAS STATE UNIVERSITY

## MS4 Compliance Plan

### Construction Plan Review Checklist

#### General Checklist Items

- Vicinity Map with scale legend and north arrow
- Existing and proposed topography shown with contours labeled with spot elevations in critical areas
- Existing grades should be at 2ft minimum contours across site and sufficiently beyond to demonstrate impacts of changes offsite
- Limits of Construction noted
- Existing drainage patterns with direction of flow arrows and 2-foot minimum contours
- Existing and proposed development facilities/improvements shown
- Location of Erosion and Sediment control practices as phased with construction
- Storm drain inlets adequately protected on site and within 200 feet of downslope areas of the site or additional distance as designated by owner
- Concrete washout, fuel storage areas, and entrances clearly defined
- Post-construction/permanent BMPs for water quality shown on drawing and design specifications included (design flow, contributing area of flow, sizing criteria)
- For construction projects proposed over the Edwards Aquifer Recharge Zone, a Water Pollution Abatement Plan must be submitted to TCEQ in addition to any TXR150000 requirement documentation.

#### Construction Notes & Detail

- Specific sequence of operation given for each phase
- Site inspections and maintenance during construction are noted on the drawings and is in accordance with the TPDES Construction General Permit
- Maintenance within 7 days or next rain event is noted on drawings
- Note that modifications to the BMPs and Sediment and Erosion Control drawings is by the design engineer or certified SWPPP preparer only
- Stabilization of inactive areas of the site within 14 days
- Notes to include management of concrete washout water, mortar mix areas, in above ground tanks or lined boxes or pits
- Notes to include management of fuels and chemicals in covered areas out of the rain or covered and in secondary containment
- Notes to include paint rinse water to be contained and removed to offsite permitted facility
  - Disposal to Texas State sanitary sewer system, storm drains or the ground is prohibited

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- Note that no chemical storage is allowed within 100 feet of a drainage pathway or waterway
- Standard Erosion Control Details for inlet protection, silt fence, rock berm, construction entrance, tree protection, erosion control blanket, etc.
- Note that removal of debris or sediment that is discharged into permanent stormwater treatment or storage devices (storm drain curb boxes, area drains, post-construction BMPs, etc.) is required as regular maintenance and prior to site completion
- Note identifying proximity to Edwards Recharge, Transition and Contributing Zone
- Note identifying the receiving MS4 and receiving waterbody river segment

### Erosion and Sediment Control Practices

#### Practices Stabilizing Soil

- Seeding rates and seed types or mixtures properly shown on the drawings
- Sequencing and timing provisions limit soil exposure to 14 days
- Rolled Erosion Control Products (RECP's) used are specified to the location and appropriate weight/tie down
- All soil seed bed preparation and amendments are specified on the drawings or in the specifications

#### Practices Controlling Sediment

- Maintenance requirements and clean out elevations established for all sediment control practices (50% capacity or as designated by Texas State)
- T-posts spacing to be 5 feet or less

#### Discharges to Adjacent MS4s

If discharging to adjacent MS4s (City of San Marcos, TxDOT, Hays County), coordinate efforts with local or state entities for compliance with stormwater management and drainage requirements, as applicable.

### Post-Construction (Structural) BMPs

#### Selection Criteria for Structural BMPs

- New construction area located on previously undeveloped land (i.e. no impermeable pavement or buildings currently exist)
- Location proximity to receiving waterways

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## MS4 Compliance Plan

- Proposed new construction/redevelopment will increase impermeable surfaces in area
- Consider above criteria and sustainability of potential structural BMPs (e.g. long-term maintenance, cost, lifespan, etc.)

### Appropriateness of Selected Structural BMPs

- Selected BMP is appropriate for location
- Intended purpose and functionality of selected BMP has been considered
- Maintenance requirements of selected BMP have been considered (e.g. cost, frequency, contracting services)
- Proposed design of selected BMP is industry standard or comparable design
- Selected BMP addresses potential pollutant(s) of concern (if applicable)

# **Appendix B**

## **SWPPP Review Checklist**

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## MS4 Compliance Plan

### SWPPP Review Checklist

#### **\_\_\_ SECTION 1 – Permit Applicability and Coverage (Site Location, Site Description & Project Summary)**

- Discharges Eligible for Authorization
  - \_\_\_ Stormwater Associated with Construction Activity
  - \_\_\_ Discharges of Stormwater
  - \_\_\_ Non-Stormwater Discharges
  - \_\_\_ Other Permitted Discharges
- Concrete Truck Wash Out
- Limitations on Permit Coverage
  - \_\_\_ Post Construction Discharges
  - \_\_\_ Prohibition of Non-Stormwater Discharges
  - \_\_\_ Compliance with Water Quality Standards
  - \_\_\_ Impaired Receiving Waters and Total Maximum Daily Load (TMDL)
  - \_\_\_ Discharges to the Edwards Aquifer Recharge or Contributing Zone
  - \_\_\_ Discharges to Specific Watersheds and Water Quality Areas
  - \_\_\_ Protection of Streams and Watersheds by Other Governmental Entities
  - \_\_\_ Indian Country Lands
  - \_\_\_ Oil and Gas Production
  - \_\_\_ Stormwater Discharges from Agricultural Activities
  - \_\_\_ Endangered Species Act Historic Places
  - \_\_\_ Other
- Obtaining Authorization to Discharge

#### **\_\_\_ SECTION 2 – Stormwater Pollution Prevention Plan**

- Shared SWP3 Requirement/ Development
- Responsibilities of Operators

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- Secondary and Primary Operators Responsibilities
- Primary Operators with Day to Day Control
- Site Specific Project Description
  - Description of Construction Activities
  - Potential Pollutant Sources
  - Sequence of Construction Activities
  - Total Site Acreage
  - Site Soil Quality
  - Location Map
  - Detailed Site Map
  - Supporting Construction Activity
  - Copy of TPDES General Permit
  - NOI/SITE Notice and Acknowledgement Certificate

### **SECTION 3 – Best Management Practices**

- General Requirements
- Erosion Control and Stabilization Practices
- Sediment Control Practices
- Permanent Controls and Practices
- Other Required Controls and BMPs
  - Tracking Offsite
  - Waste Removal and Disposal
  - Offsite Pollution Sources
  - Outfall Velocity Dissipation Devices
  - De-watering Site/Standing Water
- Compliance with Approved Local and State Plans
- Inspection of Controls
- Maintenance of Controls
- Inspection of Linear Construction Projects
- Inspection Schedule Variances

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- Revisions to the SWP3 Resulting from Inspections
- Inspection & Maintenance Report Format
- Pollution Prevention Measures for Non-Storm Water Discharges
- Erosion and Sediment Control Requirements Applicable to All Sites
  - \_\_\_ Tracking Offsite
  - \_\_\_ Waste Removal and Disposal
  - \_\_\_ Offsite Pollution Sources
  - \_\_\_ Outfall Velocity Dissipation Devices
  - \_\_\_ De-watering Site/Standing Water
  - \_\_\_ Tracking Offsite
  - \_\_\_ Waste Removal and Disposal
  - \_\_\_ Offsite Pollution Sources
  - \_\_\_ Soil Stabilization
  - \_\_\_ Dewatering
  - \_\_\_ Pollution Prevention Measures
  - \_\_\_ Prohibited Discharges

### \_\_\_ SECTION 4 – Concrete Washout Requirements

### \_\_\_ SECTION 5 – Retention of Records and Training

### \_\_\_ SECTION 6 – Standard Permit Conditions

- Reporting

### \_\_\_ SECTION 7 – Spill Prevention

- Good Housekeeping
- Hazardous Products
- Petroleum Products
- Spill Control Practices

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### **SECTION 8 – Selection of Post Construction BMPs**

- Water Quality
- Detention

#### **Attachments:**

- Location Map
- Detailed Site Map
- TPDES General Permit
- Notice of Intent(s) and Acknowledgement Letter
- Detention Pond Calculations (if necessary)
- Schedule of Events Log
- Materials List
- Edwards Aquifer Protection Program Approval Letters (if necessary)
- SWP3 Inspection Maintenance Report
- Project Site Notices
- Project Site Map
- IPAC USFWS Listing of Rare Species
- Historic Listings for County
- Texas State University Project Start-Up Form
- BMP Installation Criteria
- Commonly Used Acronyms

## **Appendix C**

### **Active Construction Notification Form**

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## MS4 Compliance Plan

### Active Construction Notification Form

The Active Construction Notification Form is required for **all** Capital and Special Projects involving soil disturbance. The MS4 Responsible Authority (Environmental Health, Safety, and Risk Management) is responsible for tracking construction activities, retaining records, and ensuring that TXR150000 coverage is obtained for projects where earth-disturbing activities will meet or exceed one ( $\geq 1$ ) acre in size. **This documentation is required for compliance with the Texas State University Stormwater Management Program (SWMP) as required by the University's Municipal Separate Storm Sewer Permit (MS4) TXR040000.**

Prior to initiating construction, the General Contractor and Texas State Responsible Department must verify that all applicable tasks in Sections 1 – 3 of this form have been completed. Please indicate “yes” or “no” that a task has been accomplished, then submit the signed form to EHSRM least five (5) business days prior initiating construction. This form serves as verification that the Primary Operator (GC) and Secondary Operator (TXST) have completed all necessary tasks for commencement of construction. **Note: Please do not submit this form before all applicable tasks have been completed.**

Project Information
Project Name: _____
Project Location: _____ Project Size (Acreage): _____
Texas State Responsible Department: _____
Contact Name: _____ Contact Name: _____
Project Start Date: _____ Estimated Project End Date: _____
General Contractor: _____
Contact Name: _____ Contact: Number: _____

#### Section 1: For all projects (regardless of size):

- Yes  No Best Management Practices (BMPs) applicable to this project have been selected, installed, and inspected to ensure correct placement and proper installation according to specifications.
- Yes  No Project is less than one ( $< 1$ ) acre in size (including soil disturbance, laydown areas, and construction support activities), therefore permit coverage is not required. **(If YES, please skip to the end of this document).**
- Yes  No Project is at least one (1) but less than five (5) acres in size (including soil disturbance, laydown areas, and construction support activities). **(If YES, please skip to Section 2).**
- Yes  No Project is five or more ( $\geq 5$ ) acres in size (including soil disturbance, laydown areas, and construction support activities). **(If YES, please skip to Section 3).**

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### Section 2: For Small Construction Sites (between 1 and 5 acres):

- Yes  No Storm Water Pollution Prevention Plan (SWPPP or SWP3) is certified and approved, and a copy of the SWPPP is retained on-site.
- Yes  No Construction Site Notices (for both Primary and Secondary Operators) are completed, signed, and posted at the main entrance to the project site.
- Yes  No At least two (2) days prior to commencing construction activities, the MS4 Operator(s) receiving stormwater discharges from the site has/have been provided copies of the completed and signed Construction Site Notices (both Primary and Secondary Operators)

### Section 3: For Large Construction Site ( $\geq 5$ acres):

- Yes  No The Notice of Intent (NOI) has been submitted to the TCEQ at least seven (7) days prior to commencing construction activities.
- Yes  No Storm Water Pollution Prevention Plan (SWPPP or SWP3) is certified and approved, and a copy of the SWPPP is retained on-site.
- Yes  No Construction Site Notices (for both Primary and Secondary Operators) are completed, signed, and posted at the main entrance to the project site.
- Yes  No At least two (2) days prior to commencing construction activities, the MS4 Operator(s) receiving stormwater discharges from the site has/have been provided copies of the completed and signed Construction Site Notices (both Primary and Secondary Operators) and provided a copy of the signed NOI.

**Having met the above requirements, the General Contractor is authorized to commence work on site.**

\_\_\_\_\_  
General Contractor Representative Name

\_\_\_\_\_  
Texas State Representative Name

\_\_\_\_\_  
General Contractor Representative Signature

\_\_\_\_\_  
Texas State Representative Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

## **Appendix D**

### **Letter of Delegation of Signatories to Reports**

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## MS4 Compliance Plan

Month XX, 20XX

Executive Director

Texas Commission on Environmental Quality Storm Water and Pretreatment Team

P.O. Box 13087, MC-148 Austin, TX 78711-3087

Subject: Delegation for Signatories to Reports

Project Site Name: Texas State University **Project Name**, **City Name**, TX TPDES Permit Number: **TXR150XXX**

Dear Executive Director:

This letter serves to designate the following people or positions as authorized personnel for signing reports, storm water pollution prevention plans, certifications or other information requested by the Executive Director or required by the general permit, as set forth by 30 TAC §305.128 (see page 2).

<b>Name or Position</b>	Director – Facilities Planning, Design & Construction (or other department)
<b>Name or Position</b>	Assistant Director – Facilities Planning, Design & Construction (or other department)
<b>Name or Position</b>	Project Manager – Facilities Planning, Design & Construction (or other department)

I understand that this authorization does not extend to the signing of a Notice of Intent for obtaining coverage under a storm water general permit.

By signing this authorization, I confirm that I meet the requirements to make such a designation as set forth in 30 TAC §305.44.

Sincerely,

\_\_\_\_\_  
Eric Algoe

VP, Finance and Support Services

\_\_\_\_\_  
Date

# TEXAS STATE UNIVERSITY

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### RELEVANT PROVISIONS

**305.128** (a) All reports requested by permits and other information requested by the executive director shall be signed by a person described in §305.44(a) of this title (relating to Signatories to Applications) or by a duly authorized representative of that person. A person is a duly authorized representative only if:

- (1) the authorization is made in writing by a person described in §305.44(a) of this title (relating to Signatories to Applications);
- (2) the authorization specifies either an individual or a position having responsibility for the overall operation of the regulated facility or activity or for environmental matters for the applicant, such as the position of plant manager, operator of a well or well field, environmental manager, or a position of equivalent responsibility. (A duly authorized representative may thus be either a named individual or any individual occupying a named position); and
- (3) the written authorization is submitted to the executive director.
  - b. If an authorization under this section is no longer accurate because of a change in individuals or position, a new authorization satisfying the requirements of this section must be submitted to the executive director prior to or together with any reports, information, or applications to be signed by an authorized representative.
  - c. Any person signing a report required by a permit shall make the certification set forth in §305.44(b) of this title (relating to Signatories to Applications).

**305.44** (a) All applications shall be signed as follows.

- (1) For a corporation, the application shall be signed by a responsible corporate officer. For purposes of this paragraph, a responsible corporate officer means a president, secretary, treasurer, or vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision-making functions for the corporation; or the manager of one or more manufacturing, production, or operating facilities employing more than 250 persons or having gross annual sales or expenditures exceeding \$25 million (in second-quarter 1980 dollars), if authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures. Corporate procedures governing authority to sign permit or post-closure order applications may provide for assignment or delegation to applicable corporate positions rather than to specific individuals.
- (2) For a partnership or sole proprietorship, the application shall be signed by a general partner or the proprietor, respectively.
- (3) For a municipality, state, federal, or other public agency, the application shall be signed by either a principal executive officer or a ranking elected official. For purposes of this paragraph, a principal executive officer of a federal agency includes the chief executive officer of the agency, or a senior executive officer having responsibility for the overall operations of a principal geographic unit of the agency (e.g., regional administrator of the EPA).
  - b. A person signing an application shall make the following certification: "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 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."

# **Appendix E**

## **MS4 Compliance Inspection Field Evaluation**

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## MS4 Compliance Plan

### MS4 Compliance Inspection Field Evaluation

Project Name: \_\_\_\_\_ Inspection Date: \_\_\_\_\_

FPDC CCA/Project Manager: \_\_\_\_\_ TPDES Permit No: \_\_\_\_\_

Contractor Project Manager: \_\_\_\_\_ Inspector Name: \_\_\_\_\_

Permit & SWPPP Review	Yes	No	N/A	Comments
Is the site $\geq$ 5 acres? If yes, is the NOI posted on-site?				
Is the site $\geq$ 1 acre? If no, skip to "Project Inspection/BMP Observations" section.				
Does the project have a Stormwater Pollution Prevention Plan (SWPPP/SWP3)?				
Does the SWPPP contain a copy of the General Construction Permit?				
Are the appropriate Construction Site Notices posted at the site entrance?				
Is there a site map indicating locations of stormwater BMPs?				
Does the SWPPP/BMP site plan reflect the actual site conditions?				
Does the SWPPP contain copies of completed site BMP inspections?				
Are the inspections being conducted once every 7 days <u>or</u> every 14 days and within 24 hours of 1/2" rain event?				
Is there evidence that the BMP site map is regularly modified, as needed, as a result of the routine inspections?				
Does the plan include a description of temporary and permanent stabilization practices?				
Project Inspection/BMP Observations	Yes	No	N/A	Comments
Is there evidence of discharges from the project site?				
Are perimeter sediment control BMPs (i.e. silt fence, berms, fiber rolls) installed along the down-gradient edge of the project site?				
Are perimeter BMPs (e.g. silt fence, berms, fiber rolls, construction site entrance, etc.) in good, working condition?				
Is track-off evident?				
Is the project site and streets adjacent to the project site free of significant amounts of sediment, trash, and other debris?				
Are inlet protectors installed properly and functional?				

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## MS4 Compliance Plan

Project Inspection/BMP Observations	Yes	No	N/A	Comments
Is there a designated concrete washout area? Is it effectively containing accumulated concrete washout?				
Are any temporary sediment basins functioning and maintained?				
Are drainage channels and swales functional?				
Are other temporary controls (e.g. rock berms, hay bales, triangle dikes) functional?				
Are additional BMPs or structural controls needed to control pollutant discharges?				
Are dust control measures necessary for the site?				
Are designated natural areas/ trees protected with fencing?				
Is there evidence of leaking equipment or chemicals on-site?				
Is temporary vegetation or other stabilization method being utilized for major site areas inactive for over 14 days?				
Are outfalls/discharge points protected with controls?				

Overall Site Conditions	Yes	No	N/A	Comments
Are site conditions in overall compliance with TXR150000 Permit requirements?				
Non-compliance issues noted? (If yes, describe below and indicate timeframe for correcting issues)				

General Notes: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Inspector Signature: \_\_\_\_\_ Contractor Signature: \_\_\_\_\_

### Field Evaluation Re-Inspection

Project Name: \_\_\_\_\_ Reinspection Date: \_\_\_\_\_

Permit & SWPPP Review	Yes	No	N/A	Comments
Were non-compliance issues corrected in the allocated timeframe?				

General Notes: \_\_\_\_\_  
 \_\_\_\_\_

Inspector Signature: \_\_\_\_\_ Contractor Signature: \_\_\_\_\_

# **Appendix F**

## **Post-Construction BMP Selection Guidance**

## Post-Construction BMP Selection Guidance

### Overview

During site layout development, it is important to consider selection of post-construction Best Management Practices (BMPs). Post-construction BMPs can include permanent structures that are used to address long-term stormwater management at the location after construction has ended. Structural BMPs can be developed as traditional stormwater management (grey infrastructure) or sustainable, low impact development features (green infrastructure).

Sustainable site design can help reduce overall environmental impact and manage long-term stormwater runoff using natural resources. Management of post-construction runoff can also be done through implantation of non-structural BMPs, which can help prevent or reduce pollutant discharges to surface water. Implementation of non-structural BMPs focuses on long-term activities such as pollution prevention through source control, comprehensive site planning, and maintenance of structural controls.

- The guiding document for this appendix is [RG-348 Complying with the Edwards Aquifer Rules: Technical Guidance on Best Management Practices](#). For designing permanent structural BMPs or incorporating non-structural BMPs, utilize RG-348 as basic technical guidance for the following elements:
  - Functionality
  - Location or placement
  - Appropriateness or selection criteria
  - Limitations
  - Cost

### General Criteria for Consideration

#### Selection Criteria for Structural BMPs

- New construction area located on previously undeveloped land (i.e. no impermeable pavement or buildings currently exist)
- Location proximity to receiving waterways
- Proposed new construction/redevelopment will increase impermeable surfaces in area

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## MS4 Compliance Plan

- Consider above criteria and sustainability of potential structural BMPs (e.g. long-term maintenance, cost, lifespan, etc.)

### Appropriateness of Selected Structural BMPs

- Selected BMP is appropriate for location
- Intended purpose and functionality of selected BMP has been considered
- Maintenance requirements of selected BMP have been considered (e.g. cost, frequency, contracting services)
- Proposed design of selected BMP is industry standard or comparable design
- Selected BMP addresses potential pollutant(s) of concern (if applicable)

### **Structural Post-Construction BMPs**

<b>BMP Type</b>	<b>Example</b>
Detention	<ul style="list-style-type: none"><li>• Detention basin (grass lined)</li><li>• Detention basin (constructed)</li><li>• Sand filter</li></ul>
Natural treatment	<ul style="list-style-type: none"><li>• Bioretention</li><li>• Grassy swale</li><li>• Vegetative filter strip</li></ul>
Engineered treatment	<ul style="list-style-type: none"><li>• Filtration devices (e.g. hydrodynamic separators)</li><li>• Permeable pavers/permeable concrete</li></ul>

# TEXAS STATE UNIVERSITY

## MS4 Compliance Plan

### Non-Structural Post-Construction BMPs

BMP Type	Example
Comprehensive Site Planning	<ul style="list-style-type: none"><li>• Preserving and mimicking natural runoff conditions</li><li>• Protecting floodplains, wetlands, and other sensitive environments</li><li>• Utilizing existing natural conveyance instead of constructed storm sewer systems</li><li>• Placing storm drains and inlets in grassy areas</li><li>• Incorporating swales, detention, and other natural vegetation into parking areas</li></ul>
Pesticide and Fertilizer Management	<ul style="list-style-type: none"><li>• Incorporate Campus Standards for Turf Management in pesticide management plan</li><li>• Maintain chemical inventory of herbicides, pesticides, and fertilizer</li><li>• Incorporate mechanical and biological (non-chemical) controls for pest management, where appropriate</li></ul>
Landscaping and Vegetative Practices	<ul style="list-style-type: none"><li>• Incorporate Campus Standards for Turf Management in landscape management plan</li><li>• Tree protection</li><li>• Select native plants</li><li>• Landscaping for stormwater detention basins</li><li>• Xeriscaping</li><li>• Preservation of riparian areas</li></ul>
Housekeeping Practices	<ul style="list-style-type: none"><li>• Locate and eliminate illicit discharges upon detection</li><li>• Comply with university requirements for managing hazardous and universal wastes</li><li>• Comply with university requirements for managing solid waste and recycling</li></ul>