City Of Arlington SWPPP Submittal Guidance for All Construction Projects Disturbing 1.0 or More Acres

	General SWPPP Document	Comments
1.	**<u>Original signatures</u> on all documents and seal of a Professional Engineer licensed in Texas, or other approved professional on SWPPP**	
2.	TCEQ Site Notice for Primary and Secondary Operators	
3.	If site is larger than 5 acres: • Notice of Intent for Primary Operator (NOT shall be added to the SWPPP at the end of the project) • Copy of approved permit showing permit number • Endangered Species Certification signed by Owner and Primary Operator • Historical Places Certification (if applicable) signed by Owner and Primary Operator	
4.	Delegation of Authority from Primary or Secondary Operator to Site Inspector (Note: a completed <u>Delegation of Signatories to Report</u> from 5. fulfills this requirement but is not required)	
5.	If signatory authority is delegated a signed copy of the formal notification to the TCEQ for the <u>Delegation of Signatories to Report</u> is required	
6.	SWPPP Certification for Owner and Primary Operator	
7.	Operator Certifications signed by all Operators	
8.	List of Operator responsibilities and contact information (person, company, address, and phone number)	
9.	SWPPP must be bound and tabbed with pages numbered and a table of contents (must include a copy of the TPDES General Permit)	
10.	SWPPP must state that an up-to-date copy of the complete SWPPP is required to be stored on-site and made readily available through final stabilization, per City Ordinance	
11.	Final SWPPP with revisions, inspection logs, and other documentation must be kept for 3 years following the end of construction	

	Site/Project Description	Comments
12.	Location of site by street address and legal description	
13.	Map showing the general location of the site	
14.	List of potential pollutants and sources	
15.	Number of acres of the entire property	
16.	Number of acres of disturbed area where construction activities will occur, including off-site material storage, staging areas, stockpiles of dirt and borrow areas *For subdivisions, if the site is not to be mass-graded, the following formula should be used to determine the amount of disturbance (note must be added to the plans stating the assumed disturbance in SF for each lot):* *<u>Amount of Disturbance = 2[Max Restricted Building Size][Number of Lots] + Right of Way (ROW) areas</u>*	

	{ROW areas include clearing for roads, utilities, easements etc.}	
17.	Existing data describing the soil type of the site	
18.	Description of the construction activity (include pre and post construction conditions)	
19.	Description of project phases and/or major soil disturbing events (include placeholders for actual dates of each phase/event and for responsible operator)	
20.	Name and segment of receiving water(s) and if they are listed as impaired by TCEQ (Refer to the latest TCEQ Index of Water Quality Impairments)	

	Site Map and/or Plan(s)	Comments
21.	Existing and proposed drainage area map	
22.	Existing and proposed 1' or 2' site contours and flow arrows	
23.	Existing and proposed on site or near-site inlets and outfalls	
24.	Locations of proposed stormwater controls or BMPs (for each phase of construction)	
25.	Limits of soil disturbance	
26.	Locations of material storage, staging areas, support activities, and borrow areas	
27.	Location of on-site or near site wetland, surface waters, and mapped floodplains	
28.	Location of concentrated stormwater discharges to water bodies or stormwater systems (include names of any receiving water bodies)	
29.	Location of all buffers, areas to be preserved , and trees to be protected	
30.	Location of temporary and permanent stabilization practices	
31.	Location of all construction site entrances and exits	
32.	Details and notes for each stormwater control including installation and maintenance guidance (Plans must indicate that sediment must be removed from controls when design capacity is reduced by 50% or when deemed necessary by the City)	

	Best Management Practices	Comments
33.	Listing of stormwater controls associated with each phase or event of construction	
34.	Include velocity dissipation devices at discharge locations and along the length of any outfall channel to provide a non-erosive flow velocity from the structure to the watercourse (no significant changes in the hydrological or hydraulic regime of the receiving water)	
35.	Include stormwater controls to minimize erosion and offsite sediment discharge (including vehicle tracking, dust and sediment-laden runoff)	
36.	Provide and maintain appropriate natural buffers around surface water. Direct stormwater to vegetated areas and maximize stormwater infiltration to reduce pollutant discharges. If providing buffers is infeasible, the permittee shall document the reason that natural buffers are infeasible	

	and shall implement additional erosion and sediment controls to reduce sediment load	
37.	Updateable list of materials to be stored on-site	
38.	Covered trash receptacle for on-site litter and construction debris	
39.	An appropriately sized sedimentation basin(s) is required if 10 or more disturbed acres drain to a common point. Written justification must be provided if this is deemed infeasible ***and equivalent controls must be provided for and installed through final stabilization***	
40.	Dewatering from sedimentation basins and impoundments must withdraw water from the surface. If infeasible the permittee must provide documentation to support the determination, including specific conditions or time periods when this exception will apply	
41.	Pit for temporary on-site disposal of concrete waste from mixing drums and chutes	
42.	Liquid tight bermed area (liner required) or other spill protection measure per the Fire Code for any temporary fuel tanks placed on site during construction	
43.	List of allowable non-storm water discharges and indicate appropriate control measures for non-storm water components of the discharge	
44.	Note that ensures and demonstrates compliance with applicable federal, state and/or local waste disposal, sanitary sewer of septic system regulations	
45.	List of measures to be installed during construction that will remain after construction as Post-Construction BMPs	
46.	Stormwater controls must be adequate and in compliance with the Design Criteria Manual	

	Site Inspections	Comments
47.	SWPPP must provide for inspections by the permittee(s) once every 2 weeks and within 24 hours after a storm event of 0.5 inches or more. Alternatively inspections may be performed once every 7 days without additional inspections after rain events	
48.	Example inspection checklist including: • *A place for the inspector's name and qualifications* • *A place for the date(s) of the inspection(s) to be recorded* • *Disturbed areas of the construction site that have not been stabilized* • *Areas used for storage of materials that are exposed to precipitation* • *Structural control measures* • *Locations where vehicles enter or exit the site* • *Identification of measures that need to be maintained, modified, or added to correct problems (and specify update of plan within 7 calendar days)* • *A place to be signed in accordance with 30 TAC § 305.128* *The inspection of adjacent areas daily, and the pick-up of construction waste materials, debris, and fugitive sediment that have blown or washed off-site*	

49.	Personnel must observe and evaluate dewatering controls at least daily while dewatering and a report including the below items must be recorded within 24 hours following the evaluation: • *A date of the observations and evaluation;* • *The name(s) and title(s) of personnel making the observations and evaluation;* • *The approximate times that the dewatering discharge began and ended on the day of evaluation, or if the dewatering discharge is a continuous discharge that continues after normal business hours, indicate that the discharge is continuous (this information can be reported by personnel initiating the dewatering discharge);* • *Estimates of the rate (in gallons per day) of discharge on the day of evaluation;* • *Whether or not any indications of pollutant discharge were observed at the point of discharge (e.g., foam, oil sheen, noticeable odor, floating solids, suspended sediments, or other obvious indicators of stormwater pollution); and* • *Major observations, including: the locations of where erosion and discharges of sediment or other pollutants from the site have occurred; locations of BMPs that need to be maintained; locations of BMPs that failed to operate as designed or proved inadequate for a particular location; and locations where additional BMPs are needed.*	
50.	Placeholder for dates when construction activities temporarily or permanently ceases and will not resume on that portion of the site within 21 days in order to ensure that stabilization measures are initiated by the 14th day without construction activity	