



UT AUSTIN EHS SWPPP PROCEDURES

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The University of Texas at Austin
Environmental Health & Safety

- ▶ Timeline
- ▶ Template
- ▶ Binders
- ▶ Start up meeting & forms
- ▶ Inspections
- ▶ Compliance Drivers
- ▶ Consequences
- ▶ Wrap-up



OBJECTIVES

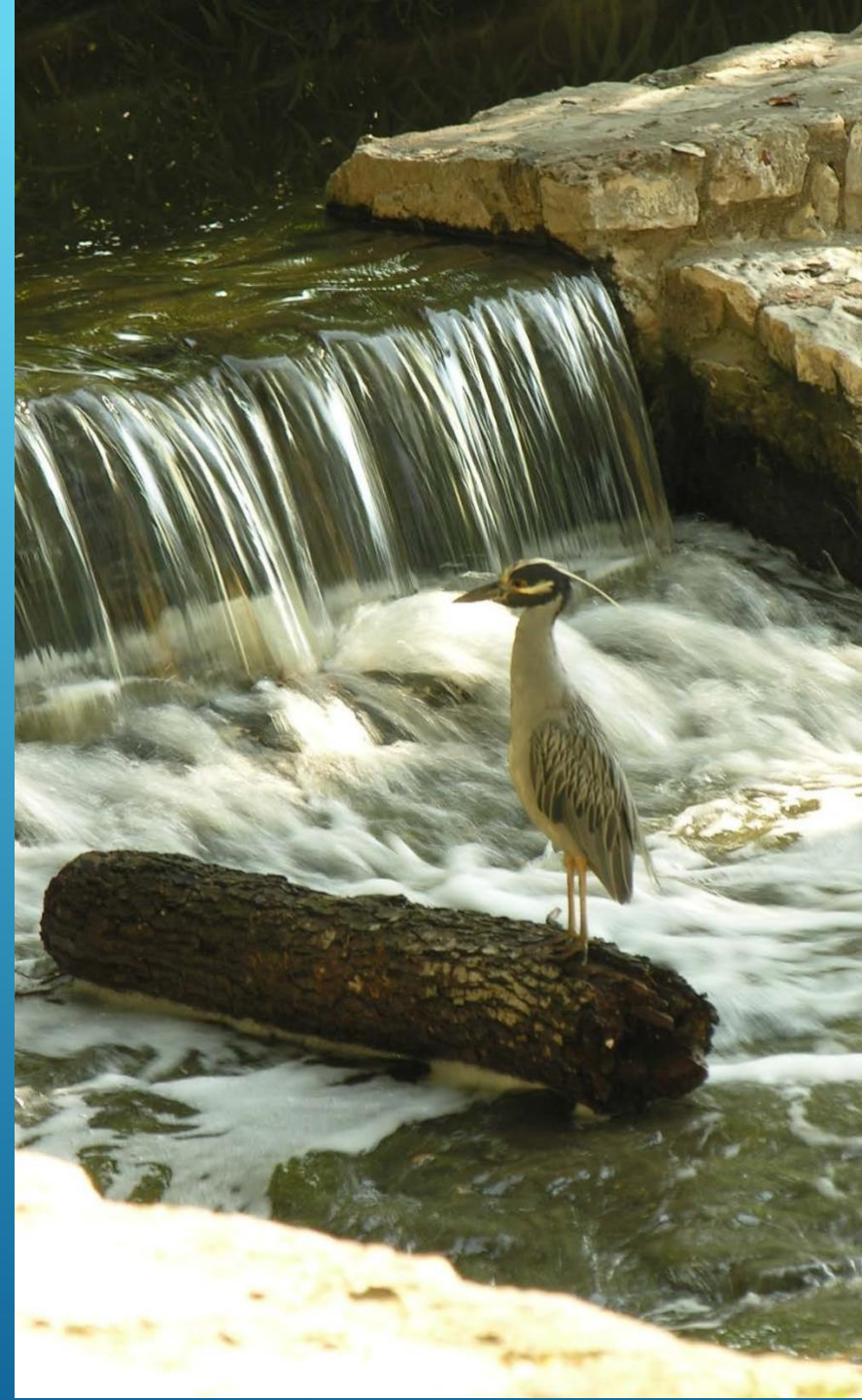
- ▶ Contractor and PM coordinate creation of SWPPP following template provided by EHS
- ▶ Submit to EHS for review (~2 weeks)
 - ▶ For CPC projects, EHS will also submit to OCP
- ▶ EHS will provide comments
- ▶ EHS will approve SWPPP after verifying that comments have been addressed
 - ▶ If required: Contractor files NOI after receiving EHS approval

SWPPP TIMELINE

- ▶ Primary - Contractor
 - ▶ Have day-to-day operational control of those activities at a construction site that are necessary to ensure compliance with a SWPPP
 - ▶ For example, they are authorized to direct workers at a site to carry out activities required by the SWPPP
- ▶ Secondary - UT Austin
 - ▶ The person or entity, often the property owner, whose operational control is limited to:
 - ▶ the employment of other operators, such as a general contractor, to perform or supervise construction activities

OPERATORS

- ▶ PM will schedule SWPPP start-up walk
 - ▶ BMP verification, form signing
- ▶ All operators conduct weekly inspections for duration of the project
 - ▶ Monthly EHS inspections
- ▶ Final Stabilization – Site SWPPP Binder (containing all inspections) and signed site notices are delivered to EHS
 - ▶ If required: Contractor files NOT



TIMELINE CONT.

- ▶ Ensure all information in template is included in SWPPP submittal
 - ▶ Dewatering plan
 - ▶ Forms
 - ▶ E&S Drawings and Details

STORM WATER POLLUTION PREVENTION PLAN (SWPPP)

for

**THE UNIVERSITY OF TEXAS AT AUSTIN
PROJECT NUMBER AND NAME**

**CONSULTANT'S NAME
DATE**

Notes on the SWPPP submission:

1. All notes highlighted in yellow are for information only and are to be deleted in the actual SWPPP books.
2. Assemble the project SWPPP books in 1 ½ inch (minimum) 3-ring binders.
3. Insert the information shown above in the front cover of the binders.
4. Insert the information shown on the next page in the spine of the binders.
5. Separate each section with tabbed numbered dividers. The dividers shown are scanned versions, but the actual dividers are full size.
6. Insert the erosion and sediment control exhibits in pockets as the last items in the book.
7. The information shown in this guide is for reference. Sections 4 and 10 can be inserted as is; the Table of Contents and all other sections are to be edited specifically for the project.
8. Send 3 copies of the SWPPP book or a digital version to UT Austin EHS for review and comment by way of the UT Austin PM. After all review comments have been incorporated, send 1 final SWPPP book to UT Austin EHS. Keep hard copy of SWPPP book on construction site.

TEMPLATE

- ▶ Meeting scheduled by PM
- ▶ Representatives from both operators and EHS
- ▶ Walk the site to verify BMPs are installed according to SWPPP plan
- ▶ Review expectations
- ▶ Both signed site notices (large or small)
- ▶ EHS will bring this for UT Austin
- ▶ Contractor's **signed** delegation of signatories form
- ▶ Needs to have operational/financial authority (VP or higher)
- ▶ Shared SWPPP Acceptance Certification
- ▶ SWPPP Project Start-Up: Commencement of Work

START-UP MEETING AND FORMS



Shared SWPPP Acceptance Certification – CONSTRUCTION SITE NOTICE (CSN)

PROJECT:	[Click Here to Enter Project Name]
PROJECT NO:	[Click Here to Enter Project Number]
DATE SMALL CSN SIGNED:	[Click to Select a Date]

I ACKNOWLEDGE ACCEPTANCE OF THE STORM WATER POLLUTION PLAN FOR THIS CPC PROJECT REFERENCED.

Owner's Representative (CI/PM): [\[Click Here to Enter Name\]](#) Department: [\[Click Here to Enter\]](#)

CI/PM Signature Date

Contractor's Representative: [\[Click Here to Enter Name\]](#) Contractor: [\[Click Here to Enter\]](#)

Contractor's Representative Signature Date

UT Austin Environmental Health & Safety Rep: [\[Click Here to Enter Name\]](#)

UT Austin EH&S's Representative Signature Date

xc: [\[Click to Enter CC Personnel\]](#)



SWPPP Project Start-Up – Commencement of Work

PROJECT:	[Click Here to Enter Project Name]
PROJECT NO:	[Click Here to Enter Project Number]
DATE:	[Click to Select Date]

Contractors must meet four (4) TPDES requirements before soil-disturbing activities can commence on Construction Projects. This form provides the Contractor and Owner an acceptance of compliance with initial BMP's and required paperwork for commencement of work on the project site.

The Contractor is to initial items that are certified as complete and then review for concurrence with the Owner's Designated Representative.

1) Best Management Practices (BMP's) applicable to this Project have been inspected to ensure correct placement in accordance with the SWPPP and for proper installation according to specifications.

Initial by Contractor: _____ Initial by UT Austin CI/PM: _____

2) The Storm Water Pollution Prevention Plan (SWPPP) is approved and on site.

Initial by Contractor: _____ Initial by UT Austin CI/PM: _____

3) The TCEQ NOI and Large Construction Site Notice forms (and permits, if received) or the TCEQ CSN's are complete and posted for all permittees at the main entrance to the Project site.

Initial by Contractor: _____ Initial by UT Austin CI/PM: _____

4) Shared SWPPP Acceptance Certification and letters of Delegation of Authority are inserted in the SWPPP.

Initial by Contractor: _____ Initial by UT Austin CI/PM: _____

Having met the above requirements and in recognition of prior receipt of Notice To Proceed, the Contractor is authorized to commence work on site.

Contractor's Representative: [\[Click Here to Enter Name\]](#) _____

Owner's Representative (CI/PM): [\[Click Here to Enter Name\]](#) _____

UT Austin Environmental Health & Safety Rep: [\[Click Here to Enter Name\]](#) _____

xc: [\[Click to Enter CC Personnel\]](#)

- ▶ Provide EHS with final version of SWPPP (digital or paper copy)
- ▶ Keep a complete site binder up to date and accessible

BINDERS

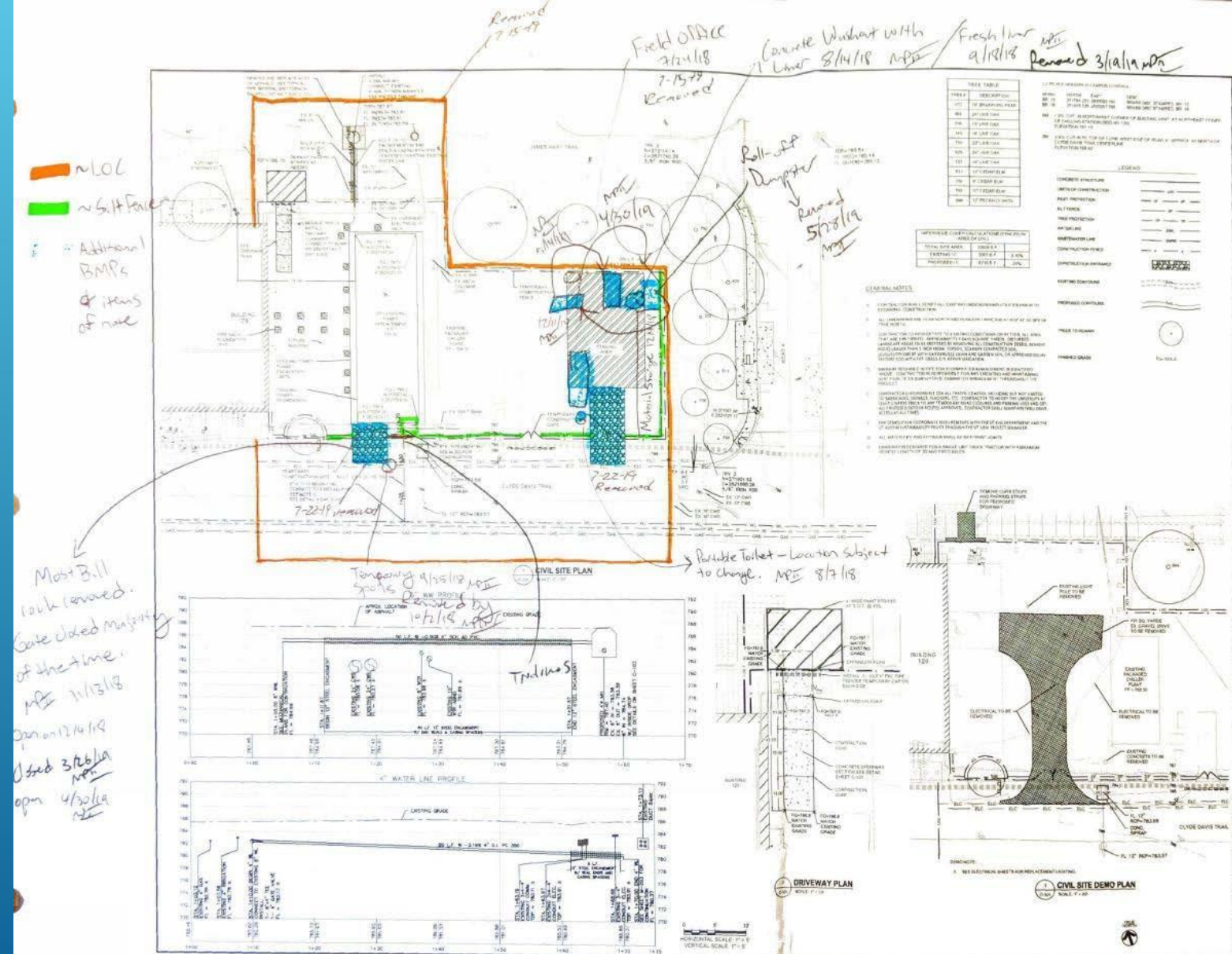
- ▶ This is a living document!
 - ▶ Update Major Grading & Stabilization Activities Log
 - ▶ Include all inspections
 - ▶ Revise project erosion control drawing

MAJOR GRADING AND OTHER SITework ACTIVITIES

Notations as to ongoing grading and other site work activities can also be found in both the weekly SWPPP Inspection Reports and in the Project Superintendent's daily report on the status of this project and may be referenced therein as a part of the documentary record called for by TXR150000.

***Blanks are to be utilized to indicate other activities not listed and to indicate dates when construction activities temporarily or permanently cease on a portion of the site. When logging stabilization activities, indicate specific area.

ACTIVITY	BEGIN DATE	END DATE
Erosion Controls	Prior to first inspection on 7/24/18	8/27/19
Demolition	7/31/18 ~2/15/19 - 3/5/19	8/14/18
Clearing	—	—
Rough Grade	—	—
Underground Utilities	9/18/18	9/25/18
Pad Preparation	8/7/19	9/18/18
Paving Preparation	—	—
Concrete Placement	8/14/18	12/14/18
Final Grading	—	—
Landscaping	7/23/19	7/30/19
Final Stabilization	7/30/19	8/27/19



- ▶ ALL operators conduct weekly site walks
- ▶ Inspection reports filed in the onsite SWPPP
- ▶ Once every 7 days, on the same day of the week for duration of project
 - ▶ Looking for any potential pollutant
- ▶ Monthly EHS inspection
 - ▶ As MS4 Permit Operator – Authority Having Jurisdiction
 - ▶ Ensure SWPPP binder and controls are properly maintained
 - ▶ into MS4 (not just E&S)

- ▶ Repairs are required within 7 days or prior to next rain event
- ▶ Send written update, including photos, for documentation



INSPECTIONS

▶ Environmental Health and Safety Policy (HOP 8-1020) Policy Statement

▶ The University of Texas at Austin ("University") is committed to protecting the health and safety of its students, faculty, staff, and visitors as well as the environment. This is achieved through appropriate compliance with University policies and applicable laws and regulations.

Scope & Audience

▶ This policy applies to all University employees, students, University affiliates, and visitors

COMPLIANCE DRIVERS

- ▶ **UT Austin's Phase I MS4 Permit**

- ▶ Issued by TCEQ
- ▶ Requires the University to **limit the increase** in erosion and discharge of pollutants in

- ▶ Safety Liability ▶ Remember, both operators have
- ▶ Recent TCEQ Fines ▶ permits with TCEQ through the CGP –
- ▶ City of Bastrop \$66,420 ▶ this is what you are complying with through the SWPPP
- ▶ City of Grapevine \$5,625 ▶ EHS inspections are for compliance
- ▶ Private construction – Gladewater \$12,500 ▶ with a separate state issued permit

stormwater as a result of new development or re-development

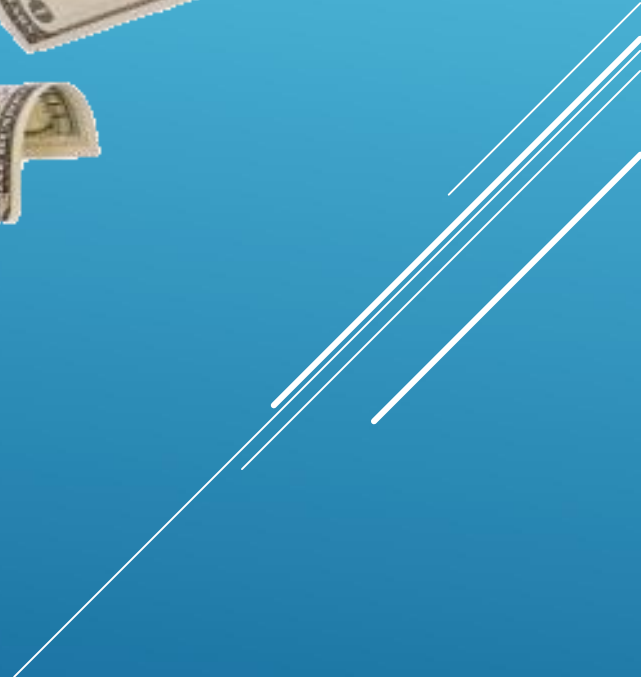
- ▶ **Construction General Permit**

- ▶ Issued by TCEQ

- ▶ Private construction – Denton \$7,538 (Phase I MS4)
- ▶ Private construction – Seguin

\$6,563

CONSEQUENCES






- ▶ Up to 100 tons of sediment per acre of disturbed soil can be lost annually from

unmanaged construction sites (EPA 1999)

- ▶ Major negative impacts on infrastructure

- ▶ Ecological impact
- ▶ Reduces sunlight to aquatic plants
- ▶ Decreases available oxygen
- ▶ Clogs fish gills
- ▶ We get our drinking water from the Colorado River, lets keep it clean

CONSEQUENCES (CONT.)

- ▶ Achieve final stabilization (no further soil disturbances planned, 70% of site has vegetative coverage)
 - ▶ EHS will confirm all BMPs have been removed
- 

- ▶ Initial and fill out “date notice removed” on CSNs
- ▶ Submit completed binder to EHS (including all inspections)



WRAP-UP

the following certification must be completed:

I, John M. Salsman (Typed or Printed Name Person Completing This Certification) certify under penalty of law that I have read and understand the eligibility requirements for claiming an authorization under Part II.E.2. of TPDES General Permit TXR150000 and agree to comply with the terms of this permit. A stormwater pollution prevention plan has been developed and will be implemented prior to construction, according to permit requirements. A copy of this signed notice is supplied to the operator of the MS4 if discharges enter an MS4. I am aware there are significant penalties for providing false information or for conducting unauthorized discharges, including the possibility of fine and imprisonment for knowing violations.

Signature and Title John M. Salsman, Director Date 7-31-2018

8/27/19 Date Notice Removed JA

MS4 operator notified per Part II.F.3.

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QUESTIONS/COMMENTS

