



6.0 MCM4: Construction Site Stormwater Runoff Control

6.1 Overview

Construction site stormwater runoff control measures are designed to prevent soil and construction debris from entering the MS4 system from construction sites. During construction activities, vegetation and topsoil are stripped away, making the area especially vulnerable to erosion, and the activities performed on construction sites usually disturb a large amount of land and generate large amounts of waste. This process has generally been found to lead to high levels of sediment, phosphorus, nitrogen, pesticides, petroleum derivatives, construction chemicals, and solid wastes in receiving streams nationwide.

6.2 TPDES Phase II Permit Requirements

The City of Sugar Land currently utilizes a variety of construction site stormwater runoff control measures to monitor and reduce pollutants from construction sites throughout the community. A summary of the BMPs are also provided in Table 6-1.

6.2.1 Develop and Maintain an Ordinance

Develop and maintain an ordinance or other regulatory mechanism as described in Part IV.D.4.(a).

Measurable Goals

- Review and update the ordinance or other regulatory mechanism at least one time during the permit term to address changes and make improvements to the ordinance where applicable.

Evaluation

- Document review of the existing ordinance.
- Document any new updates. Implement updates.

6.2.2 Prohibit Discharges

Prohibit discharges as described in Part IV.D.4.(b)(2).

Measurable Goals

- Develop and maintain an ordinance or other regulatory mechanism to prohibit these discharges. Review and update the ordinance or other regulatory mechanism at least one time during the permit term to address changes and make improvements to the ordinance where applicable.

Evaluation

- Document review of the existing ordinance.
- Maintain ordinance.

6.2.3 Maintain and Implement Site Plan Review

Maintain and implement site plan review procedures that describe which plans will be reviewed as well as when an operator may begin construction as described in Part IV.D.4. (b)(3).

Measurable Goals

- Review and update site plan review procedures at least one time annually to address changes and make improvements to the established procedures where applicable.
- Implement site plan review procedures for 100% of new construction site plans received each year.

Evaluation

- Document site plan review procedures.
- Compare total number of new construction plans submitted to construction plans reviewed.

6.2.4 Implement Procedures for Inspecting Construction Projects

Implement procedures for inspecting large and small construction projects as described in Part IV.D.4.(b)(4).

Measurable Goals

- Review and update inspection procedures at least one time annually to address changes and make improvements to the established procedures where applicable.

Evaluation

- Document review and any updates to the inspection procedures.

6.2.5 Conduct Construction Site Inspections

Conduct construction site inspections as described in Part IV.D.4.(b)(4).

Measurable Goals

- Conduct inspections at a minimum of 80% of active construction sites annually according to the established procedures.
- Each year, conduct follow-up inspections in 100% of cases where necessary as described in the established procedures.

Evaluation

- Report number of construction sites inspected each year. Compare number of inspections to total number of active construction sites.
- Document total number of warnings and/or citations of non-compliance issued along with number of sites that need follow up.
- Compare number of follow up inspections conducted to initial inspections requiring follow up.

6.2.6 Develop, Implement, and Maintain Procedures for Public Submittals

Develop, implement, and maintain procedures for receipt and consideration of information submitted by the public as described in Part IV.D.4.(b)(5).

Measurable Goals

- Review and update procedures for the receipt and consideration of information submitted by the public at least one time annually to address changes and make improvements to the established procedures where applicable.
- Maintain one webpage, hotline, or similar method for receipt of information submitted by the public throughout the permit term.

Evaluation

- Document review and any updates to the public submittal procedures.
- Maintain method for public information submittals.

6.2.7 Conduct Training for All the MS4 Staff

Conduct training for all the MS4 staff whose primary job duties are related to implementing the construction stormwater program as described in Part IV.D.4.(b)(6). Training may be conducted in person or using self-paced training materials such as videos or reading materials.

Measurable Goals

- Conduct a minimum of one training annually for 100% of MS4 staff whose primary job duties are related to implementing the construction stormwater program.

Evaluation

- Provide annual training.
- Document number of attendees annually.

6.2.8 Maintain a Construction Site Inventory

Maintain a Construction Site inventory as described in Part IV.D.4.(c).

Measurable Goals

- Maintain an annual inventory of 100% of TPDES permitted active public and private construction sites in the small MS4 area, that results in a total land disturbance of one or more acres or that results in a total land disturbance of less than one acre if part of a larger common plan or development or sale.

Evaluation

- Compare number of submitted NOIs to City's Permits (land disturbance permits).
- Develop inventory and maintain.

Table 6-1. MCM4 - Construction Site Stormwater Runoff Control

Best Management Practice	Measurable Goals	Permit Years					Key Departments/Divisions	Evaluation	Tracking Tool
		1	2	3	4	5			
Develop and maintain an ordinance or other regulatory mechanism as described in Part IV.D.4.(a).	Review and update the ordinance or other regulatory mechanism at least one time during the permit term to address changes and make improvements to the ordinance where applicable.						Public Works/Legal	Document review of the existing ordinance	Once during the permit term
Prohibit discharges as described in Part IV.D.4.(b)(2).	Develop and maintain an ordinance or other regulatory mechanism to prohibit these discharges. Review and update the ordinance or other regulatory mechanism at least one time during the permit term to address changes and make improvements to the ordinance where applicable.						Public Works/Legal	Document review of the existing ordinance	Once during the permit term
Maintain and implement site plan review procedures that describe which plans will be reviewed as well as when an operator may begin construction as described in Part IV.D.4.(b)(3).	Review and update site plan review procedures at least one time annually to address changes and make improvements to the established procedures where applicable.						Public Works/Engineering	Document site plan review procedures	Annually
Implement procedures for inspecting large and small construction projects as described in Part IV.D.4.(b)(4).	Implement site plan review procedures for 100% of new construction site plans received each year.						Public Works/Engineering	Compare total number of new construction plans submitted to construction plans reviewed	Annually
Conduct construction site inspections as described in Part IV.D.4.(b)(4).	Review and update inspection procedures at least one time annually to address changes and make improvements to the established procedures where applicable.						Public Works/Engineering	Document review and any updates to the inspection procedures	Annually
Conduct construction site inspections as described in Part IV.D.4.(b)(4).	Conduct inspections at a minimum of 80% of active construction sites annually according to the established procedures (or some Level 2b small MS4s must notify the appropriate agency with the authority to act).						Public Works/Code Enforcement	Compare number of inspections to total number of active construction sites	Annually
Conduct construction site inspections as described in Part IV.D.4.(b)(4).	Each year, conduct follow up inspections in 100% of cases where necessary as described in the established procedures (except for some Level 2b small MS4s without the appropriate authority to act).						Public Works/Code Enforcement	Compare number of follow up inspections conducted to initial inspections requiring follow up	Annually

Best Management Practice	Measurable Goals	Permit Years					Key Departments/Divisions	Evaluation	Tracking Tool
		1	2	3	4	5			
Develop, implement, and maintain procedures for receipt and consideration of information submitted by the public as described in Part IV.D.4.(b)(5).	Review and update procedures for the receipt and consideration of information submitted by the public at least one time annually to address changes and make improvements to the established procedures where applicable. Maintain one webpage, hotline, or similar method for receipt of information submitted by the public throughout the permit term.						Public Works/Engineering	Document review and any updates to the public submittal procedures	Annually
Conduct training for all the MS4 staff whose primary job duties are related to implementing the construction stormwater program as described in Part IV.D.4.(b)(6). Training may be conducted in person or using self-paced training materials such as videos or reading materials.	Conduct a minimum of one training annually for 100% of MS4 staff whose primary job duties are related to implementing the construction stormwater program.						Public Works/Communications	Maintain method for public information submittals	Annually
Maintain a Construction Site inventory as described in Part IV.D.4.(c).	Maintain an annual inventory of 100% of TPDES permitted active public and private construction sites in the small MS4 area, that results in a total land disturbance of one or more acres or that results in a total land disturbance of less than one acre if part of a larger common plan or development or sale.						Public Works/Code Enforcement/Engineering	Document number of attendees annually	Annually