

Internal Operating Procedure

BMP 4.02 EROSION AND SEDIMENT CONTROL SITE PLAN REVIEW AND APPROVAL

December 2017

I. Background

The University of Nebraska-Lincoln holds a Small Municipal Separate Storm Sewer Systems General NPDES Permit NER310000 with NDEQ. This requires UNL, as a SMS4 permittee, to review and approve contractor-provided site map(s) showing the entire site during grading, construction, and post-construction phases, if the site is subject to NDEQ's Construction Storm Water General Permit, NPDES Permit Number NER16000. EHS is the review and approval authority for UNL. The site maps must contain all of the information described in Part III.B.2 of the NDEQ NPDES General Permit Number NER160000 for Storm Water Discharges from Construction Sites to Waters of the State of Nebraska. Each earth disturbing construction project 1 acre or more, or less than an acre but part of a larger common plan is subject to this review and approval process.

II. Review and Approval Process in e-Builder

Contractors shall submit their Notice of Intent (NOI) and SWPPP, containing legible site map(s) showing the entire site during grading, construction, and post-construction phases, through e-Builder at least seven days prior to breaking ground on site. The qualified EHS Specialist has seven days to review and approve items within the SWPPP that address Part III.B.2 of the Construction General Permit using the attached checklist within e-Builder. Contractors must submit whatever documents contain information pertinent to Part III.B.2 and clearly explain where to find required information. This IOP discusses the **initial review** process which considers conditions as they are understood at time of submittal. Any issues or request for clarifications after EHS has reviewed the plan must be resolved, a written authorization given within e-Builder, and stormwater controls placed at jobsite before earth disturbing activities can start.

Once approved, the SWPPP and site map(s) must be updated as site conditions change. The EHS staff member evaluate whether the SWPPP (including site maps) is current during on-going inspections of permitted sites. Deficiencies shall be noted in the audit findings and communicated to the Contractor in accordance with EHS Construction Site Inspection procedures. This IOP should be used as a reference when evaluating the SWPPP and site maps on an on-going basis.

The SWPPP and/or site maps must identify:

- a. Direction(s) of storm water flow and approximate slopes anticipated after major grading activities;
- b. Areas of land disturbance and areas of land that will not be disturbed:
 - I. This should explain or show how much land will be disturbed, and how much land will remain undisturbed throughout the construction. For example, if there are sensitive tree areas, buffer zones areas, or portions of the site not to be touched, they should be clearly defined. It is a Best

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Management Practice to thoughtfully consider the least amount of earth disturbance a site needs or to sequence grading so that one area is stabilized before another is disturbed, in order to reduce bare ground that must be controlled.

- c. Locations of major structural Best Management Practices (BMPs):
Structural BMPs are stationary BMPs that are designed, constructed and operated to prevent or reduce the discharge of pollutants in stormwater. This can include temporary controls such as wattle barriers and construction entrances or permanent post-construction BMPs that will remain onsite after construction is completed.
- d. Locations of major nonstructural Best Management Practices (BMPs):
Non-structural BMPs focus on preserving open space, protecting natural systems, and incorporating existing landscape features such as wetlands and streams so that stormwater is managed at its source.
- e. Locations where stabilization practices are expected to occur:
 - I. Indicate where temporary or permanent stabilization measures will occur during each phase of the construction.
 - II. Temporary stabilization must occur on the site as soon as practicable, but no later than 14 days in portions of the construction site that have temporarily or permanently ceased. There are a few exceptions to this rule. (Refer to Construction General Permit Part III.F.1.) It's important to anticipate this measure as much as possible so that stabilization can occur when required. For example, if a project will extend for many years through many seasons, temporary stabilization measures may be needed over winter when less earth work may be done and therefore portions of the site may not be touched for 14 days or more.
- f. Locations of all Waters of the State, including wetlands
 - I. This should be a map or narrative that explains where your project discharges into a Water of the State, and any wetlands.
- g. Locations where storm water discharges to a surface water:
 - I. This can either be a narrative explanation, or a proximity map. All construction on UNL campus discharges to either Antelope Creek (City Campus), Dead Man's Run (East Campus), or Salt Creek (Innovation Campus).
- h. Location of the perimeter controls, if used, installed to retain sediment from storm water runoff from earth disturbing activities:
 - I. Perimeter control examples include silt fence, wattles, etc. They should be installed on the downhill slope of a project, or around the entire perimeter on sites that have little to no slope.
- i. Areas where final stabilization has been accomplished and no further construction-phase permit requirements apply (this is evaluated during on-going compliance inspections of permitted construction sites)
 - a. Indicate where work may have already been completed.
- j. Locations of portable toilets: Toilets should be placed away from storm drains in case of malfunction
- k. Method of dust control, street sweeping, and litter control : a narrative describing how these practices will be employed is required
- l. Dewatering BMPs: The site must have a dewatering strategy in place and supplies on hand to deal with large rain events where stormwater must be pumped from excavation pits. If groundwater will be encountered, a separate NPDES Dewatering permit is required.
- m. Locations of onsite or offsite material, waste, borrow or equipment storage areas:
 - I. UNL often allows contractors to store construction items offsite since space is limited within campus. These must be called out in the plans including hazardous waste/material storage.

III. Checklist

Erosion and Sediment Control Plan Checklist

SWPPP writers can use this checklist to make sure they have all required components of the SWPPP that will be reviewed for approval.

Any Items marked "No" must be submitted before authorization will be granted

1. Have maps showing the entire site during each phase been submitted:

Yes No N/A

- Grading Phase
- Construction Phase
- Post-Construction Phase

2. Do the maps include information about the following:

Yes No N/A

- Direction of storm water flow
- Approximate slopes anticipated after major grading activities
- Areas of land that will and will not be disturbed
- Locations of major structural BMPs
 - A. Post-Construction BMPs
 - B. Construction Entrances
 - C. Fuel storage/fueling operation controls
 - D. Concrete washout BMP
- Locations of major nonstructural BMPs
 - A. Protection of sensitive areas (riparian buffers, areas of special value, etc.)
 - B. Areas where there should be minimal soil compaction (e.g. areas that will be used for infiltration)
 - C. Protection of natural flow areas
- Locations where stabilization practices are expected to occur
- Locations of all Waters of the State, including wetlands
- Locations where stormwater discharges to a surface water
- Locations of perimeter controls installed to retain sediment from stormwater runoff from earth disturbing activities

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- Areas where final stabilization has been accomplished and no further construction-phase permit requirements apply (evaluated during on-going compliance inspections of permitted construction sites).
- Locations of portable toilets
- Method of dust control
- Street sweeping
- Litter control
- Dewatering BMPs

3. Locations of onsite:

Yes No N/A

- Material storage
- Waste storage, including Hazardous waste
- Borrow
- Equipment Storage Areas

4. Locations of offsite:

Yes No N/A

- Material storage
- Waste storage, including Hazardous waste
- Borrow
- Equipment Storage Areas

Comments: _____

