

Checklist for Construction Site SW3P Inspection
Texas Pollutant Discharge Elimination System Construction General Permit*

Permit:	Date:
Development:	Stormwater
Inspector: Location:	

▶ **The Texas Pollutant Discharge Elimination System (TPDES) Construction General Permit (CGP)** to the maximum extent possible all discharges of storm water from the project site be composed entirely of storm water – no sediments, hazardous materials, petroleum products, litter, construction debris, *etc.* shall be discharged to surface waters in the state, waters of the United States, and a permitted Municipal Separate Storm Water Sewer System.

A. Large Construction Project

▶ Is this a Large Construction Project? That is, a construction activity including clearing, grading, and excavating that results in disturbance of equal to or greater than 5 acres of land. Large construction activities also include the disturbance of less than 5 acres of land that is a part of a common plan of development if the larger common plan will ultimately disturb equal to or greater than feet acres of land.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
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B. Small Construction Project

▶ Is this a Small Construction Project? That is, a construction activity including clearing, grading, and excavating that results in disturbance of equal to or greater than 1 acre of land and less than 5 acres of land. Small construction activities also include the disturbance of less than 1 acre of land that is a part of a common plan of development if the larger common plan will ultimately disturb equal to or greater than 1 acre of land.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
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C. Projects Less Than One Acre in Size

▶ Is this project less than 1 acre in size (and is not a part of a larger, common develop that will ultimately disturb an area greater than 1 acre)? If so, TxDOT requires we have a SW3P appropriate to the project.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
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D. Permit Review

▶ Does the construction site qualify for a Texas Pollutant Discharge Elimination System (TPDES) permit – that is, is it a Large or Small Construction Project? (if not, it must be less than 1 acre in size)	<input type="checkbox"/> Yes <input type="checkbox"/> < 1 acre <input type="checkbox"/> N/A
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E. Notice of Intent (NOI) to Discharge Storm Water from a Construction Site – When to File

▶ Is the project a Large Construction Project? If so, a NOI must be submitted to the Texas Commission on Environmental Quality (TCEQ) along with required payment.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
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▶ Is the project a Small Construction Project? If so, a NOI is not required.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
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▶ Will the project discharge water to a permitted Municipal Separate Storm Water Sewer System (City of Donna streets, gutters, right-of-way, drainage easements, storm drains, playa lakes)? if so, has a copy of the NOI (or Construction Site Notice, if it is a Small Construction project) been forwarded to the City of Donna?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
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F. Notice of Intent (NOI) to Discharge Storm Water from a Construction Site – Contents (for Large Construction Projects only)

▶ Does the NOI contain the name, address, and telephone number of the operator filing the NOI?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
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▶ Does the NOI contain the name (any other identifiers), address, county, and latitude / longitude of the of the construction project?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
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‣ Does the NOI contain conformation that a SW3P has been developed and that the SW3P will be compliant with any applicable local sediment and erosion control plans?	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
‣ Does the NOI contain the name of the receiving waters?	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
G. Does the TPDES Construction Site Notice contain the following information?		
‣ The TPDES Permit number? (If you do not currently have a permit number, post the Construction Site Notice and as soon as the permit number arrives add the permit number to the notice.)	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
‣ The name and telephone number of the local contact person?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
‣ A brief description of the project?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Does this description include an estimated start date and projected end date or the date that disturbed soils will be stabilized?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
‣ The location of the Storm Water Pollution Prevention Plan (SW3P)?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
‣ Is the Construction Site Notice for Large Construction Activities posted?	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
‣ Is the Construction Site Notice for Small Construction Activities posted – the area engineer must sign this form?	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
H. Bulletin Board – Posting Requirements		
‣ Does the project bulletin board contain the Construction Site Notice? (all projects must have the Construction Site Notice posted regardless of the size [large or small] of the project)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
‣ Does the project bulletin board contain the NOI? (for Large Construction Projects only)	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
‣ Does the project bulletin board contain the TCEQ permit? (for Large Construction Projects only)	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
I. Bulletin Board – Other Requirements		
‣ Is the CGP Construction Site Notice posted near the entrance to the project—on the project or SW3P bulletin board?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
‣ Is the Construction Site Notice posted on-site even if there is not a field office?	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
‣ Was the Construction Site Notice posted prior to the start of construction?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
J. Signature Authority		
‣ Is the “Signature Authority and Delegation” in the SW3P?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

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K. General Conditions	
‣ Does the facility have adequate storm water controls—have the BMPs been evaluated on-site for effectiveness)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
‣ Are silt fences or equivalent sediment controls used for all side-slope and down-slope boundaries of the construction area?	<input type="checkbox"/> Yes <input type="checkbox"/> No
L. Are there control measures to:	
‣ Prevent off-site tracking of mud and solvents?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
‣ Minimize dust generation?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
‣ Prevent discharges of solids and building materials?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
M. Storm Water Pollution Prevention Plan (SW3P) – Deadlines	
‣ Was the SW3P completed prior to obtaining authorization to discharge storm water under the TPDES Construction General Permit?	<input type="checkbox"/> Yes <input type="checkbox"/> No
‣ Was the SW3P implemented prior to the start of construction activities that result in soil disturbing activities?	<input type="checkbox"/> Yes <input type="checkbox"/> No
N. Storm Water Pollution Prevention Plan (SW3P) – Location	
‣ Is a copy of the SW3P on-site at the facility that generates storm water discharges (the construction site field office)?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
‣ If the SW3P is not on-site is a Construction Site Notice on-site and does the Construction Site Notice state the location of the SW3P?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
O. Storm Water Pollution Prevention Plan	
‣ Does the SW3P contain a description of the nature of the construction activity?	<input type="checkbox"/> Yes <input type="checkbox"/> No
‣ Does the SW3P contain a description of potential project pollutants?	<input type="checkbox"/> Yes <input type="checkbox"/> No
‣ Does the SW3P contain a description of potential project pollutant sources?	<input type="checkbox"/> Yes <input type="checkbox"/> No
‣ Does the SW3P contain a description of the intended schedule or sequence of major activities that will disturb soils for major portions of the site?	<input type="checkbox"/> Yes <input type="checkbox"/> No
‣ Does the SW3P contain the number of acres of the entire construction site property and the total number of acres of the site where disturbed soils will occur?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Do these totals include off-site material storage areas, overburden and stockpiles of dirt, and borrow areas?	<input type="checkbox"/> Yes <input type="checkbox"/> No
◦ Note: Does the SW3P note that Project Specific Locations (PSLs) (e.g., field offices,	

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material storage areas, overburden and stockpiles of dirt, borrow sites) beyond the project right-of-way have “individual operator” status under the TPDES Construction General Permit and that the SW3Ps for those “PSLs beyond the right-of-way are the responsibility of the project contractor.”	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
◦Note: Once all off-site PSLs have been established by the contractor, the SW3P must be revised to show or describe the locations of the off-site PSLs and the responsible operator. Has this been done?	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
▶ Does the SW3P contain a map showing the general location of the construction site?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
▶ Does the SW3P include a detailed map indicating the following:		
◦ drainage patterns and approximate slopes anticipated after major grading activities?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
◦ areas where soil disturbance will occur?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
◦ locations of all major structural controls either planned or in-place?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
◦ locations where stabilization practices are expected to be used?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
◦ locations of off-site material, waste, borrow, equipment storage areas, asphalt and concrete plants, or any other Project Specific Locations within one mile of the project that provide support to the construction site within one mile of the project?	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
◦ the location of surface waters (including wetlands) either adjacent to or in close proximity to the project?	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
◦ the locations where storm water discharges from the site directly to a surface water body?	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
▶ Does the SW3P contain the names of receiving waters at or near the project that will be disturbed or will receive discharges from disturbed areas of the project?	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
▶ Does the SW3P contain a copy of the TPDES Construction General Permit?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
P. Duty to Keep Current		
▶ If there is a change of design, construction, operation, or maintenance that has a significant effect on the discharge of pollutants that has not previously been addressed in the SW3P the SW3P must be amended to reflect this change – has this been done?	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
▶ Do inspections or investigations indicate the SW3P is ineffective in eliminating or significantly minimizing pollutants from the construction site?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
▶ Do inspections or investigations indicate the SW3P is not achieving the general objectives of controlling pollutants?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
▶ If through inspections, it is determined that best management practices are not operating effectively, maintenance must be performed before the next anticipated storm event or as necessary to maintain the effectiveness of storm water controls – is this being done?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Q. Inspection of Controls		
▶ Are inspectors familiar with the SW3P inspecting the following locations every seven days?		

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Disturbed areas of the construction site that have not been finally stabilized?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Areas used for storage of materials that are exposed to precipitation?	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
Structural control measures?	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
Locations where vehicles exit the site?	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
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▸ Are inspectors familiar with the SW3P inspecting accessible discharge locations to determine if erosion control measures are effective in preventing visually noticeable changes to the receiving waters? (The frequency of these inspections must be established by the district in the SW3P with consideration for local rainfall and soils.)	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
To the maximum extent practicable, where discharge locations are inaccessible, are inspectors inspecting nearby downstream locations (this inspection must occur at least once during the construction activity if a discharge occurs)?	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
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▸ Based on the results of inspections, is the SW3P being modified to better control pollutants in runoff?	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
Are revisions to the SW3P being completed within seven calendar days following the inspection.	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
If existing best management practices are modified or additional best management practices are necessary, an implementation schedule must be described in the SW3P. Wherever possible, those changes must be implemented before the next storm event—is this being done?	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
If implementation before the next storm event is impracticable, are needed changes being implemented as soon as practicable?	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
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▸ Are the names and qualifications of the inspectors retained as a part of the SW3P?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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▸ Has a report summarizing the scope of the inspection, the dates of inspections, and major observations relating to the implementation of the SW3P been completed and retained as a part of the SW3P?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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▸ Major observations should include:		
◦ the locations of discharges of sediments or other pollutants from the site	<input type="checkbox"/> Yes	<input type="checkbox"/> No
◦ the locations of best management practices that need to be maintained	<input type="checkbox"/> Yes	<input type="checkbox"/> No
◦ the location of best management practices that failed to operate as designed or proved inadequate for a particular location	<input type="checkbox"/> Yes	<input type="checkbox"/> No
◦ the locations where additional best management practices are needed	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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▸ Reports must identify incidents of non-compliance – is this being done?	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
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▸ Where a report does not identify any incidents of non-compliance, the report must contain a certification that the facility or site is in compliance with the SW3P and this permit.	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A

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▸ Has the inspection report been signed by the contractor's representative?	<input type="checkbox"/> Yes <input type="checkbox"/> No
▸ Has the inspection report been signed by the project inspector?	<input type="checkbox"/> Yes <input type="checkbox"/> No
▸ Has the inspection report and the certification statement been signed by the area engineer, assistant area engineer, project engineer or chief project inspector?	<input type="checkbox"/> Yes <input type="checkbox"/> No