



City of Moore, Oklahoma  
Community Development Department  
301 North Broadway  
Moore, Oklahoma 73160

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## Stormwater Management for the Construction Industry

This program is so new that we have prepared an informational packet to guide you through the process. But before we get started, let's answer some common questions that you might be wondering:

1. ***Who needs to get a Construction Stormwater Permit?*** Any new construction project that meets the following criteria must obtain a City of Moore Construction Stormwater Permit:
  - a. All new commercial, industrial, institutional, utility, or multi-family residential construction projects.
  - b. All new residential, commercial, or industrial subdivisions.
2. ***What is a Construction Stormwater Permit?*** This permit allows you to discharge your stormwater runoff into the MS4. To successfully obtain your permit, the following materials must be submitted for review:
  - a. Copy of NOI to DEQ
  - b. A site plan that locates all MS4 inlets and outlets and sediment basins
  - c. A SWP3 prepared in the format provided by the City.
3. ***Why do I need a Construction Stormwater Permit?*** This permit helps us monitor what steps you are taking to minimize the amount of sediment, trash, and pollutants that will be released into the MS4 during construction.
4. ***When should I get a Construction Stormwater Permit?*** Before you start moving dirt! It is always advisable to meet with the Stormwater Compliance Inspector as soon as possible to discuss the project. But whatever you do, don't start moving dirt until you get the permit. Failure to get a permit prior to commencing the project may result in daily fines and/or costly delays.

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Check us out on the web! <https://www.cityofmoore.com/departments/environmental-services>

5. ***What happens when I've completed my project?*** When you are ready to file the final plat, the Stormwater Compliance Inspector will inspect your project for the required erosion control measures. After all measures are complete, your plat will be released to be filed at Cleveland County. **However, as the developer, you will always retain responsibility for the public infrastructure, with few exceptions.** For builders, all permanent erosion control measures must be in place prior to getting a permanent CO.
6. ***Does a builder in a subdivision have to go through all this?*** If you are building in a platted subdivision or part of a larger development plan, the permit can be transferred to you using the form provided by the City. In this case a formal SWP3, NOI, or Construction Stormwater Permit is not necessary to be filed with each building permit.
7. ***What exactly am I signing when I sign the Construction Stormwater Permit application?*** Don't take this permit lightly. When you sign it, you are certifying that you understand what is required of you with the submitted SWP3. If your engineer prepares your SWP3 and Erosion Control Plans, it is imperative that you read and understand it. You can be held legally liable for the actions described in the permit. Some actions that you can be held liable for include:
  - a. Bi-Weekly or weekly inspections of the erosion control measures
  - b. Repairing and/or maintaining erosion control measures
  - c. Keeping records of inspections and maintenance
8. ***What is the difference between a Construction Stormwater Permit and the Land Disturbance Permit?*** A Construction Stormwater Permit is for activities associated with a construction project. A Land Disturbance Permit is for activities that are not associated with an impending construction or development project, such as clearing and grubbing more than 1 acre. Most projects require a Construction Stormwater Permit. Regardless of which project it is, the City uses a combined permit for both activities.

**Say What!?!** This program uses a multitude of acronyms. To understand what people are talking about, read below:

MS4: The City's drainage system

ESCs: Erosion and Sediment Control measures, may include silt fence, sod, rock dikes, sandbags

SWP3: The written plan on how you will reduce pollution entering the MS4

BMPs: The generally accepted standards on how to control erosion and sediment

***For additional questions, please contact Mike Harlan at 405-793-5051***

## The Stormwater Regulations at a Glance

### Applying for a Construction Stormwater Discharge Permit.

This is to be done for any new residential, commercial, industrial, or institutional building project. If the project is located within a subdivision that has previously applied for a Construction Stormwater Discharge Permit, then the developer can transfer the permit to the builder. If the permit is for a new subdivision development or building permit that is not covered by the developer's permit, the application should be made on the City's form, and all information provided, including a SWP3 and erosion control plan.

### Construction Stormwater Inspections.

**Self-Inspections.** The developer/builder is required to make bi-weekly inspections of the site to identify and correct any failing erosion control measures. This includes silt fencing, sod, sandbags, rock dikes, construction entrances, etc. If your site drains to an impacted creek, you are required to self-inspect every 7 days. The same inspection must be made after any rainfall that totals ½ inch or more during a 24-hour period. In the event of a prolonged rainfall event, this inspection must be made the first day that less than ½ inch of rainfall is recorded. Any failures must be corrected within a reasonable amount of time. Records of all self-inspections made must be kept, and made available to the Stormwater Compliance Inspector upon request.

**City Inspections.** The City will inspect construction sites on a regular basis, regardless of rainfall. The inspector will use a checklist to verify that all requirements are being met, both the City Code requirements and certain DEQ requirements. Please refer to the Stormwater Management Chapter in the Land Development Code for a complete list of required items that the inspector will be checking.

**Violations.** When violations are found, the City inspector will post the property with a violation notice, and mail the same notice to the owner of record at Cleveland County. The violation notice will list the violations found and give 10 days (calendar) to fix the problems. If you receive a notice of violation, it is very important to contact the stormwater compliance inspector to discuss your situation. The inspector has the authority to give extensions, if he feels that 1) an extension is warranted; and 2) by giving an extension, the violation will be fixed. If the violation(s) are not rectified by the deadline, the City has several options available to ensure compliance.

## **Construction Stormwater Compliance Avenues.**

When violations are not corrected within the 10-day compliance period, the City has several enforcement avenues available. Any of the following enforcement remedies can be used, and they are not necessarily listed in order of use. The inspector has the authority to determine which enforcement action is likely to yield the desired results-Violation Correction.

**Consent Order.** This is an official order by the City of Moore where the City and the builder/developer agree on certain actions and timelines to correct any violations. Failure to meet the timelines would render the consent order void, and the City could take other actions to ensure compliance.

**Compliance Order.** This is an official order by the City of Moore where the City identifies certain actions and timelines to correct any violations, without the input of the builder/developer. Failure to meet the timelines would render the compliance order void, and the City could take other actions to ensure compliance.

**Stop Work Order.** This is an official order by the City of Moore to stop all work at the site. No building inspections will be made when a Stop Work Order is in effect. Failure to comply with a Stop Work Order results in a daily fine for each worker on site made out to the individual. The Stop Work Order will remain in effect until the violations are corrected.

**Citation.** A citation can be issued to individuals for non-compliance. Each day of non-compliance is considered a separate violation.

This is not a complete list of enforcement remedies, but a listing of the most common. Please refer to Chapter 15 of the Land Development Code for a complete listing.

## **Completing a Project.**

Whether it is a house, commercial business, or subdivision, when you think you are almost done, you will need to contact the Stormwater Compliance Inspector to do an inspection. A final occupancy will not be issued until all permanent BMPs are in place and functioning. A plat will not be released for filing until all temporary BMPs are in place and functioning. For builders, calling in for the final inspection is the same as a notice of termination (NOT). For builders, when everything is complete and satisfactory, your permit will be released. Unless requested, there will be no formal notification from the City except for the final Occupancy Permit.