

City of Dallas Environmental Best Management Practices for Construction Projects





In this document:

- **City of Dallas Environmental Policy**
- **Environmental Best Management Practices for contractors working with the City of Dallas**
- **Contractor Environmental Responsibilities Acknowledgement Form. Contractors involved in construction and hired by the City of Dallas must sign this form before work commences. Construction includes exterior work involving ground disturbance, construction of new infrastructure, improvement of existing infrastructure and upgrades to a site**

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Purpose



The City of Dallas (City) is committed to environmental compliance, environmental stewardship, and environmental sustainability. The City achieves this commitment by systematically reducing environmental impacts through pollution prevention, regulatory compliance, and continuous improvement. To manage this commitment, the City has developed an Environmental Management System (EMS) per the ISO 14001:2015 standard. Contractors shall be knowledgeable and aware of the specific environmental impacts and environmental regulatory requirements of your work conducted on behalf of the City.

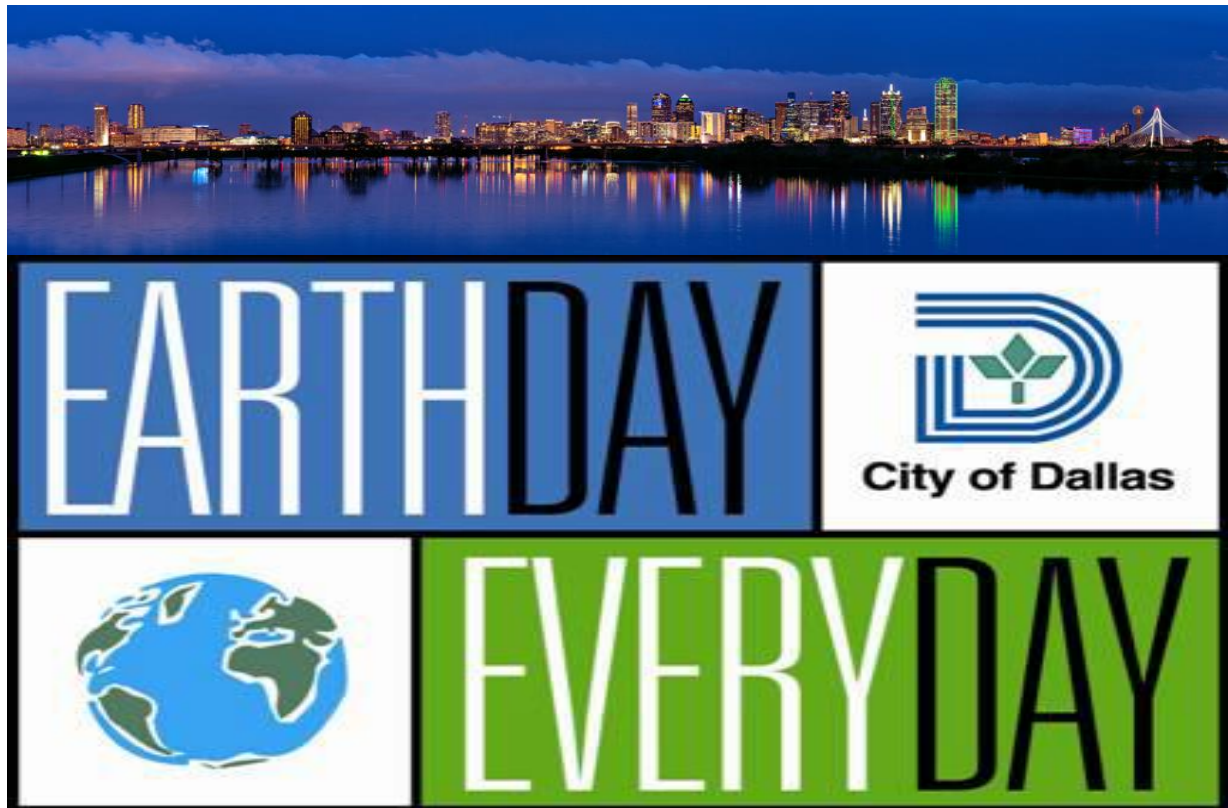
Instructions

- Contractors for the City shall review and sign the City of Dallas Contractor Environmental Responsibilities Acknowledgement Form prior to beginning work.



- Contractors shall communicate this information to onsite personnel that are engaged in carrying out the work or providing material to the job site. This includes informing subcontractors. The City reserves the right to review the information in this document with you and your personnel.

City of Dallas Environmental Policy



The City of Dallas is committed to a clean, safe, and healthy environment. As such, we will exercise environmental stewardship in our dealing with employees, other governments, citizens, City contractors, businesses, and others in the community for our world today and for future generations. Caring for the environment is one of our core values, and this is demonstrated by ensuring our activities are in harmony with the natural world around us.

This commitment is embodied by the following actions:

- Implementation of programs and procedures with an intent to meet or exceed all applicable environmental laws and regulations.
- Continual improvement of our environmental performance through proactive environmental management and self-assessments and/ or third-party assessments.
- Prevention of pollution at its source through implementation of best management practices and resource conservation measures to reuse, reclaim, and recycle materials we generate.
- Utilization of Environmental Management Systems (EMS), as appropriate for our operations, to provide a framework for systematically reviewing and reducing our environmental footprint.

Focal points of the City's Environmental Policy

- *Compliance*
- *Continual Improvement*
- *Pollution Prevention*

- Employees abiding by all environmental regulations and demonstrate environmental compliance in their daily work practices.
- Educating City employees on Dallas' environmental policies motivating and encouraging employees to practice environmental stewardship by raising awareness and sensitivity to environmental issues through City policies, regulations, training, and interactive dialogue.
- Outreach to the citizens and businesses of our community through communication of this policy and education on the importance of environmental stewardship for clean air, clean water, and sustainable development for the City of Dallas

Compliance

The United States has enacted environmental laws and regulations to protect the environment and minimize pollution. Contractors are required to know which of these federal, state, and local regulations apply to your operations in and for the City. Contractors shall be responsible for obtaining all approvals and permits related to site activities and maintaining documented compliance with all applicable regulations. Failure to comply with regulations can result in civil and/or criminal penalties.



Awareness and Competence

Contractors/Vendors/Consultants working on behalf of the City shall be competent to perform the work and shall be aware of applicable environmental requirements. Achieve awareness and competence through proper education, training, and experience. Subcontractors shall also be aware of their environmental responsibilities and competency to perform their work.



The City hosts education and training sessions on environmental requirements and responsibilities. **For training specific to construction projects, contact the Stormwater Management Division of the Office of Environmental Quality & Sustainability at 214-948-4022 or StormWater@dallascityhall.com or visit www.WhereDoesItGo.com.** The Office of Environmental Quality & Sustainability Stormwater Management Division provides Construction General Permit workshop training and on-site training upon request. Please contact the Office of Environmental Quality & Sustainability for education and training schedules and to request training at 214-670-1200.

Environmental Best Management Practices

When working on City projects, the guidelines outlined below must be followed for activities involving:

- Erosion and sediment control
- Erosion and sediment control practices required by your contract
- Soil conservation and stockpiles
- Saw cutting and coring
- Tree protection
- Waste management and Recycling
- Offsite Disposal of Excavated Soil or Material
- Properly Responding to Spills and Chemical Releases
- Fueling Vehicles and Equipment
- Contamination Discovery
- Chemical/ Oil Storage
- Imported Fill Material
- Vehicle(s) idling
- Comprehensive Environmental & Climate Action Plan (CECAP)
- Emission Reduction Strategies for Construction Sector
- Best Management Practices for Construction Sites

Erosion and Sediment Control

Construction activities can result in soil erosion and sedimentation, which if left uncontrolled, can harm the environment. This may include the loss of valuable topsoil and sediment to rivers and other water bodies. To reduce environmental impacts from construction activities, the following precautionary measures are required to control soil erosion, waterway sediment, and airborne dust generation:

- Create and implement a Stormwater Pollution Prevention Plan (SWP3) that conforms to the erosion and sediment control requirements of the Texas Pollutant Discharge Elimination System (TPDES) Construction General Permit (CGP) **TXR150000**
- Create and implement local erosion and sedimentation control standards and codes



The SWP3 plan shall describe the measures implemented to accomplish the following objectives:

- Prevent loss of soil during construction due to stormwater runoff and or wind erosion, including protecting topsoil by stockpiling for reuse
- Prevent sediment **discharges to the storm sewer system** or receiving streams
- Prevent polluting the air with dust and particulate matter

The CGP applies only to construction sites 1 acre or greater in size, or within ¼ mile of another construction site (common plan of development). **Dallas City Code prohibits discharges of polluted stormwater regardless of the source.** Information on the Texas Pollutant Discharge Elimination System (TPDES) Construction General Permit TXR150000 can be found at

https://www.tceq.texas.gov/permitting/stormwater/construction/TXR15_AIR.html.

Erosion and Sediment Control Practices Required by Your Contract

Contractors employed by the City must comply with the latest approved edition of the North Central Texas Council of Government's Public Works Construction Standards including the provisions contained in the City's annex.

Erosion and sediment control practices during construction can be found in Division 200 "Site Protection and Preservation" and Division 1000 "Erosion and Sediment Control". At <https://www.nctcog.org/envir/public-works/construction-standards> and https://www.nctcog.org/nctcog/media/Environment-and-Development/Documents/Public%20Works/Standards/Dallas_NCTCOG_2011addendum.pdf.

In addition, your project must comply with the latest approved City of Dallas Drainage Design Manual. See https://dallascityhall.com/departments/public-works/DCH%20Documents/Public%20Works/pdf/Drainage%20Design%20Manual_091019.pdf.

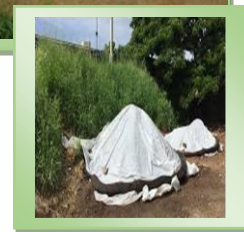


Soil Conservation and Stockpiles

Soil conservation and stockpiling is common to City operations and construction. There are several potential environmental issues related to stockpiling of soil including: dust generation, increased erosion, and mobilizing sediment that will block watercourses and the storm sewer system.

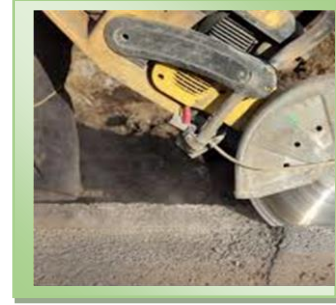
Appropriate soil conservation and stockpiling practices that prevent or eliminate erosion and the loss of topsoil may include, but are not limited to, the following:

- Disturb only the area necessary to accomplish the current phase of construction
- Minimize the amount of soil exposed during construction activity
- Preserve existing vegetation whenever possible by following a planned, organized sequence of construction activities
- Locate stockpiles away from catch basins, inlets, watercourses, and water bodies
- Store soil on flat grades
- Minimize storage time
- Employ protective measures, such as tarps (above and below) to protect the soil erosion.
- Contain stockpiles with a perimeter control such as silt fence or organic filter tube fence



Saw Cutting and Coring

Slurry generated from saw cutting and coring activities may contain several contaminants including sediment, hydrocarbons, and elevated pH levels in the runoff. If operations include saw cutting or coring, the resulting slurry must not enter the stormwater system or water bodies. Federal, state, and City code prohibits the discharge of substances to the stormwater system and water bodies that can result in adverse effects on the environment or the City infrastructure.



Some recommended methods for controlling releases can include, but are not limited to, the following:

- Minimize the amount of water being used to cool the saw
- Avoid performing saw cutting or coring operations during wet or windy weather
- Contain the slurry in the work area using sediment controls
- Cover/block sewer inlets or gutters to prevent slurry from entering
- Collect slurry using appropriate vacuum equipment
- Use saws with built-in slurry containment system

Tree Protection

Trees are an important part of an urban environment.

Trees can:

- Reduce the urban heat-island affect
- Reduce water run-off
- Prevent soil erosion
- Muffle noise
- Absorb dust and other pollutants
- Improve air quality
- Sequester carbon to reduce potential for climate change
- Provide wildlife habitat
- Help conserve energy

Trees may become stressed due to drought, shifts in temperature, and shorter cold seasons that encourage parasites. Recently, due to redevelopment and construction activities, trees are facing new stressors which put them in jeopardy and can result in a loss of resources for the City. Construction damage often occurs to the root system because of compaction, trenching, soil contaminants, and erosion. Follow the tree protection guidelines below:

- Establish a root protection zone equal to 1.25 feet in width for each inch in tree diameter (measured at 4.5 feet above the ground)
 - The root protection zone shall be fenced, mulched, watered, and monitored during construction activities.
 - Prohibit construction activities, personnel, and equipment in this area
- Avoid filling and grading (adding or taking away) 2 inches or more of the soil prevalent around the tree protection zone. Consider a no fill or grade zone for the entire root protection zone for trees that are to be retained on site
- Excavate the edge closest to the root protection zone using an air spade followed by severing roots cleanly with a saw. Avoid tearing or crushing roots with a bulldozer, backhoe, or similar equipment

Tree Protection Requirements per City of Dallas Park and Recreation Department

(<http://www.dallasparks.org/documentcenter/view/3178>)

- Existing trees shown to remain are to be protected during construction
- Chain-link fencing (min. 4'-0"height) shall be installed at the drip line of all trees or tree groups to remain
- Vehicle parking and performing work in these areas other than shown on the plan, will not be allowed
- The tree protection shall remain during construction
- Other tree protection measures shall be in accordance with the city's standards and ordinances
- Waste material disposal such as, but not limited to, paint, asphalt, oil solvents, concrete, mortar, etc. within the canopy area of the existing trees shall not be allowed
- No attachments or wires of any kind, other than those of a protective nature, shall be attached to any tree
- No fill or excavation of any nature shall occur within the drip line of a tree to be preserved, unless there is a specified well or retaining wall shown on the grading plan

Waste Management and Recycling

The City undertakes many activities that generate waste and recyclables. If improperly managed, waste can negatively impact the environment.

Waste storage shall be stored on site, in a manner that limits waste exposure to stormwater, wind, and weather. Sealed waste drums must be kept closed when not in use. Bins and containers should be stored under cover. Secondary containment shall be provided for all containers of hydrocarbons and hazardous materials.

There are several federal, state, and municipal laws or ordinances that require proper handling, storage, transportation, and disposal of non-hazardous and hazardous wastes. The contractor is responsible for adhering to the regulatory requirements that apply to the work being performed. Contractors are also responsible for ensuring that waste material is disposed of at an approved registered facility in accordance with these laws.



The City operates one landfill and three transfer stations.

McCommas Bluff Landfill accepts commercial waste, household waste, municipal waste, grass clippings/brush, and appliances. The landfill has an acceptance policy. Soils shall be tested to ensure compliance with soil acceptance policy prior to disposal. See policy and form here

The transfer stations accept recyclables, grass clippings, and municipal waste.

City transfer stations are:

- **Northeast (Fair Oaks) Transfer Station**
- **Northwest (Bachman) Transfer Station**
- **Southwest (Oak Cliff) Transfer Station**

McCommas Bluff Landfill (MBLF) is a Type I landfill (30 TAC §335.5) Municipal Solid Waste (MSW) facility. The facility is therefore strictly prohibited from accepting any hazardous waste, Class 1 waste, Liquid Waste, and some Special Waste.

MBLF may only accept Class 2, Class 3, Municipal Solid Waste, and some Special Waste (on a case-by-case basis).

Some Special Waste is accepted with an Approved McCommas Bluff Landfill Special Waste Application, which shall be submitted with analytical laboratory analysis and results from an accredited lab. Environmental Site Assessments (ESA) may be necessary. Environmental Laboratory (NELAP) Accreditation information can be found on National Environmental Laboratory Accreditation Program (NELAP) website at https://www.tceq.texas.gov/agency/ga/env_lab_accreditation.html
<https://www.tceq.texas.gov/@@site-logo/TCEQ-1072x1072.png>.

For more information on disposal options and services, please contact Department of Sanitation Services customer service and visit their website at

[\(214\) 670-5111](tel:2146705111)

https://dallascityhall.com/departments/sanitation/pages/mccommas_bluff.aspx

For additional information on municipal solid wastes [Chapter 18 Municipal Solid Wastes](#)

Contractors are required to determine whether the waste generated is either hazardous or of some other category of regulated solid waste. Generated hazardous waste must have the following:

- a hazardous waste management program to include an emergency response plan
- staff appropriately trained and competent in hazardous waste management
- appropriate containers, container management practices
- employ a properly qualified company to transport the waste.
- proper manifesting of your waste
- file an annual waste summary with TCEQ
- and ensure waste is properly disposed of at a hazardous waste facility.

Contractors are responsible for waste from “cradle to grave” (from the point of generation to its final disposal).

The City also encourages contractors to reduce and divert waste from landfills through recycling. Contractors shall consider recycling cardboard, wood, concrete, and metal that is generated onsite. Construction materials with recycled content should be used where reasonably practical.

Offsite Disposal of Excavated Soil or Material Move to before section on McCommas

Any material that is excavated from a site that is suitable for fill may be used onsite or transported to an appropriate offsite location. Contractors are responsible for ensuring that all disposition of material removed from the site is done in compliance with local, state, and federal regulations and approved by the City project manager.

Filling in a floodplain is only allowed with current permit from DWU-Floodplain Management.

In most cases, grading and excavation requires permits from the City’s Department of Development Services.

The City has a comprehensive approach to floodplain and drainage management that dates to the early 1970s. Through various initiatives, the City has worked with private, public, and non-profit sectors to determine the most feasible approach to managing development in and around floodplains.



This approach is outlined in the –

[City of Dallas, Floodplain Regulations](#) (Article V of the Dallas Development Code) at https://dallascityhall.com/departments/waterutilities/stormwater-operations/PublishingImages/COD_FloodPlainRegulations.pdf.

Residential and commercial development, including earthwork, existing or new structures within the regulatory 1% Annual Exceedance Probability (100-year) floodplain are reviewed and evaluated by the City to ensure that the floodplain criteria are met before permitting construction.

Property owners may need to obtain fill permits and/or floodplain alteration permits prior to construction activities in a floodplain, as well as all applicable state and federal permits.

Interior improvements valued up to 50% of the appraised value of the structure can be made every 10 years with floodplain management approval. Demolition of a structure (such as a home) within the 100-year floodplain is permitted without a separate floodplain permit but may require additional building permits. The construction of new structures will require a floodplain fill permit and final approval by the Dallas City Council. Improvements that do not remove a floodplain designation such as a tennis court, a playground, a swimming pool, a fence, a deck, an erosion control wall, or the installation of significant landscaping can be made through a floodplain alteration permit.

To review the requirements of the fill permit application and associated documents, [view it here](https://dallascityhall.com/departments/trinitywatershedmanagement/DCH%20Documents/Fill-PermitApplication.pdf) at <https://dallascityhall.com/departments/trinitywatershedmanagement/DCH%20Documents/Fill-PermitApplication.pdf>, (note that Article V permit fees apply), or please contact Floodplain Management at [214-948-4666](tel:214-948-4666).

Working Next to or in Creeks, Drainage Channels, and Other Surface Water

- Operating equipment in surface water is prohibited
- Active flows in creeks must be diverted around the work area
- Channel crossing must be designed and installed to minimize erosion and sediment and must allow fish and other wildlife to pass through the crossing
- Operating in a creek may require additional authorization from the US Army Corps of Engineers and City of Dallas Floodplain Management.
- Channel and creek work should be scheduled for the seasonal dry times
- Sediment control should be deployed downstream of any channel or creek work
- Equipment must be closely monitored for leaks and spills



Spills and Releases

Spills can cause environmental damage. If a substance leaks into a drain, it can pollute the local water supply. If exposed to a hazardous substance, serious health effects can occur. If a substance is flammable, explosive, corrosive or reactive, it can also create other hazards.

Contractors must take measures to prevent pollution of land and waterways including the stormwater system. If a spill or release occurs, contractors are legally responsible to report the incident to the appropriate regulatory agency and to the City.

Examples of commonly used substances that may cause an adverse effect on the environment:

Gasoline /diesel fuel	Paint	Oil containing PCB's
Antifreeze/glycol	Solvents	Acids or caustics
Lubricating oil	Chemicals	Fertilizers
Hydraulic fluid	Sewage	Excessive smoke, fumes, odors
Other petroleum products and synthetic oils	Erosion and sedimentation materials	Chlorine
Freon/CFCs	Ammonia	Pesticides and herbicides
Industrial wastes	Hot asphalt	Propane

This list is not all-inclusive and other substances may cause an adverse effect on the environment.

Reporting to a Regulatory Agency

There are specific legal requirements related to reporting spills and releases. Contractors **must ensure that spills and releases are immediately reported to both the City project manager or authorized designee and the appropriate regulatory agencies as required by law.**

Failure to report could result in enforcement action. Release reporting is also a requirement of federal and state legislative bodies such as the Environmental Protection Agency (EPA) and the Texas Commission on Environmental Quality (TCEQ).

Notify the City project manager or authorized designee of a spill or release immediately.

To notify the City of a spill, call 311.



TCEQ Spill Reporting Guidelines

Report an environmental emergency, discharge, spill, or air release. Links to rules, laws, technical assistance, waste management, State Emergency Response Commission.

<https://www.tceq.texas.gov/response/spills>

Cleaning Up a Spill or Release

Prior to beginning work, Contractors must have established spill cleanup procedures. Staff must be trained appropriately on spill prevention, response, and reporting.

After ensuring the health and safety of the public and workers and reporting the spill, the next step to managing a non-hazardous or hazardous material spill or release is to control the source and extent of the release. The type of material spilled, the quantity spilled, and the spill location are factors to consider when deciding what appropriate actions to take.



The person or entity that causes a spill or release of non-hazardous or hazardous material into the environment is responsible for satisfactorily cleaning and, if necessary, remediating the affected area.

The City will oversee the contractor's response to ensure that the spill is cleaned to the City's satisfaction and to the level required by law.

Spills, releases, and the response activities that follow must be properly documented.

Adequate quantities of absorbent material or berm material must be readily available to clean up spills. Provide adequate spill kits for onsite vehicles and operating equipment as applicable.

Waste material generated during spill clean-up activities must be properly disposed in accordance with federal and state requirements. Waste from spills is not accepted at McCommas Bluff Landfill.

Fueling Vehicles and Equipment

Fuel spills can occur during fueling operations at construction sites. Measures to ensure that fueling operations do not cause an environmental impact include, but are not limited to the following:

- Place berms or other containment around fuel storage tanks
- Labeling all fuel storage tanks
- Conduct fuel operations away from catch basins and water bodies
- Ensure contractor personnel are present during fueling operations for the duration of the fueling process
- Communicate operating procedures to onsite personnel
- Keep adequate quantities of absorbent materials readily available



Fueling or maintenance of equipment must not take place within 30 ft of waterways including the stormwater system or environmentally sensitive areas.

SPILL PREVENTION, CONTROL, AND COUNTERMEASURE (SPCC) REGULATION 40 CFR part 112

A Facility Owner/Operator's Guide to Oil Pollution Prevention

A brief guide on Oil Spill Prevention, Control and Countermeasure (SPCC) Rule requirements for facility owners and operators.

SPCC Requirements can be found at the link below:

<https://www.epa.gov/oil-spills-prevention-and-preparedness-regulations/facility-owneroperators-guide-oil-pollution>

Contamination Discovery

Contractors must establish protocol for evaluating and addressing potential environmental contamination issues associated with construction projects. Evaluation of the potential for contamination should be conducted early in the project planning phase through an environmental screening/review by a certified environmental consultant. Soil testing may be needed based on the review recommendations by the consultant.



During construction, indications of possible contamination include but are not limited to the following:

- Rusted barrels, drums, abandoned underground storage, and other containers
- Stained or discolored earth in contrast with adjoining soil
- Fill material containing debris
- Household trash covered by earth or industrial waste debris
- Non-earthly odors, or other strange smells
- Oily residue intermixed with earth
- Sheen on groundwater; and
- Structures such as asbestos cement pipe, abandoned pipes, and/or vaults

Contractors **must report any suspected contamination discovery to the City project manager or designee immediately.**

Chemical/Oil Storage

Contractors shall follow city, state and federal regulations on chemical handling, transportation, and storage, including but not limited to Dallas City Code, Texas Hazardous Communication Act, DOT regulations, FIFRA, SARA, EPCRA and OSHA requirements.



Proper storage is required to minimize the hazards associated with chemical and oil storage. Further, contingency plans and Spill Prevention, Control, and Countermeasure Plans (SPCC) must be implemented when total materials stored on site exceeds 1,320 gallons. [Spill Prevention, Control, and Countermeasure \(SPCC\) for the Upstream \(Oil Exploration and Production\) Sector | US EPA](#)

Some elements of chemical and oil storage requiring consideration shall include separation of incompatible chemicals, solvents, flammables versus combustibles, acids versus bases, oxidizers, poisons, explosives, and unstable reactive materials. Some chemicals may require storage in flammable or acid proof containers while others may have distance requirements.

Imported Fill Material

When imported fill material is proposed for use at a construction site, contractors are responsible for reporting the source location of the material to the City project manager. All fill material shall be comprised solely of soil and free of deleterious material, trash, rebar, vegetation, and other construction debris.



For any fill material brought to the site, contractors shall provide representative environmental laboratory testing results for TPH, VOCs, PAHs, and RCRA 8 metals for review and approval by the City project manager prior to use onsite. Test results shall demonstrate no environmental concerns based on

current and past land use and regulatory history. The following table explains thresholds for materials stored on site.

29 CFR 1926	Excavation spoil piles	2 ft from trench edge
29 CFR 1926	No material / no equipment	Within 4 ft from roof edge (masonry & mortar only)
29 CFR 1926	No material	Within 6 ft of hoist way, inside floor openings, or within 10 ft of exterior wall
29 CFR 1926	Stacked bagged materials	Cross-keying bags every 10 bags high
29 CFR 1926	Stacked brick	Less than 7 ft high. Taper from 4 ft high
29 CFR 1926	Stacked masonry blocks / stone	Tapered stacks after 6 ft high
29 CFR 1926	Lumber (nails and screws must be removed)	Piles cannot exceed 16 ft high. Must be self-supporting on solid level sills

Alternatively, contractors may provide an environmental site assessment or environmental desktop review document for the borrow source site for review by the project manager prior to approval. Documents shall demonstrate no environmental concerns based on current and past land use and regulatory history.

The source location of any imported or recycled fill material must be reported to the City project manager prior to material being brought onsite. The contractor may be asked to verify the suitability of the material for its intended use.

Vehicle Idling

Vehicle idling contributes to several environmental problems such as the deterioration of air quality and the production of unnecessary emissions of greenhouse gases such as carbon dioxide (CO₂) and nitrogen oxides (NO_x). In addition to these environmental concerns, idling of vehicles also wastes fuel and may damage vehicle engines. According to City Ordinance 26766, vehicles with a gross vehicle weight rating equal to or greater than 14,000 pounds must not idle for more than 5 minutes. See link for details.

<http://greendallas.net/air-quality/city-air-quality/reduce-idling/anti-idling-ordinance/>

Contractors are encouraged to minimize idling of vehicles and follow City Ordinance 26766.



City of Dallas Comprehensive Environmental & Climate Action Plan (CECAP) Vision

“Dallas is a leader in reducing emissions and addressing climate and environmental risk with effective, equitable, and common-sense solutions.”

Emission reduction strategies for construction sector

Construction industry can:

- Replace engines in construction fleet with low emitting/alternative fueled engines.
- Retrofit engines in construction fleet to reduce NOx emissions by 25%
- Diesel engines should be retrofit to a minimum of Tier 3 or Tier 4
- Portable diesel generators should be Tier 2 or higher
- Commit to using cleaner fuels for construction fleet
- Select subcontractors with cleaner/efficient engines
- Apply for TERP funds every cycle to offset cost of new engines/retrofits/rebuilds
- When renting, rent the newest engines, lowest emitting engines possible
- Arrange construction hours past morning commute hours during ozone season
- Consider changes in work practices on ozone action days to reduce emissions
- Reduce idling on job sites; implement ride sharing programs to job sites
- Procure environmentally friendly products and chemicals
- Commit to designing and building to meet the U.S. Green Building Council’s Leadership in Energy and Environmental Design (LEED) standards
- Incorporate more energy efficient standards into residential and commercial construction
- Incorporate sustainability practices into future construction projects such as cool or green roofs
- Consider environmental concerns when selecting products for use on projects

Best Management Practices

Preferred Practices & Practices to Avoid for Construction Sites

Preferred Practices

- Stabilize the exposed areas on your site as soon as possible. In areas where construction has ceased either permanently or temporarily, you must take action to stabilize disturbed areas by the end of the next workday after the cessation of earth-disturbing activities.
- Maintain erosion and sediment controls in good working order.
- When dewatering your site after a rain episode, use sediment filter bags and other BMPs to remove suspended soil and ensure that only clean stormwater is discharged.
- Use the iSWM guide available from the NCTCOG when planning your environmental construction best management practices. See <http://iswm.nctcog.org/> and <http://iswm.nctcog.org/technical-manual.html>.
- Protect stockpiles and materials from wind and rain by storing them under secured plastic sheeting or temporary roofs.
- Whenever possible schedule grading and excavation projects for dry weather.
- Avoid contaminating clean runoff from areas adjacent to your site by using berms and



temporary check dams to divert water flow around the site.

- Always cover and maintain dumpsters. Check thoroughly and frequently for leaks.
- Clean up leaks, drips, and other spills immediately. This will prevent contaminated soil or residue on paved surfaces from blowing or washing into the storm drains.
- Identify all storm drains, drainage swales and creeks located near the construction site and make sure all subcontractors are aware of their locations to prevent pollutants from entering them.
- Use terracing, rip rap, sandbags, rocks, straw bales, and/or temporary vegetation on slopes to reduce runoff velocity and trap sediments.
- Dispose of all waste properly. Many construction materials, including solvents, water-based paints, vehicle fluids, broken asphalt and concrete, wood, and cleared vegetation can be recycled.
- Train employees and subcontractors in spill response, erosion, and runoff control procedures.



Practices to Avoid

- Avoid beginning construction until you have fully implemented erosion and sediment control practices, including your SWP3.
- Regularly inspect, maintain, and fix erosion and sediment controls such as silt fences, sedimentation basins, inlet protection, etc.
- Avoid clearing all the vegetation off your construction site. You are required to minimize the amount of exposed soil and the disturbance of steep slopes.
- Do not wash out concrete chutes into the street or storm drains.
- Do not dump concrete blocks on site. Unload one block at a time.
- Do not throw food wrappers on the ground. Use a trash can to dispose of food waste and wrappers.
- Do not clean brushes or rinse paint containers into a storm drain, gutter, or street.
- Avoid cleaning a dumpster by hosing it down on-site.
- Avoid rinsing dirty pavement or surfaces where materials have spilled. Instead, use dry cleanup methods (e.g., absorbent materials such as kitty litter, sawdust, or cornmeal) whenever possible.
- Do not throw debris and waste or wash sweepings into the storm drain.
- Do not use asphalt rubble or other demolition debris on slopes to trap sediments.
- Avoid using the street to stockpile dirt, sand, and other construction materials that can

contribute to stormwater pollution. Add appropriate BMPs to prevent tracking and/or discharge of these materials to the drain.

- Avoid allowing vehicles exiting construction sites to track dirt and mud to the street. Install appropriate drive pad to prevent off-site tracking.



Figure 1 Stockpile exposed to weather



Figure 2 Drums not stored with containment.

Useful City Sources of Information

Should you have any questions or need further information including contractor environmental requirements, please contact your City project manager, appropriate City staff, the Office of Environmental Quality and Sustainability (OEQS) at 214-670-1200, or visit our website at

<https://dallascityhall.com/departments/OEQ/Pages/contractors.aspx>

For information on City Codes: <https://dallascityhall.com/government/Pages/city-codes.aspx>

For questions regarding soil/special waste disposal and import, Municipal Setting Designation (MSD), Due Diligence, suspected asbestos containing materials, please contact:

City of Dallas OEQS-Environmental Due Diligence (EDD)/Municipal Setting Designation (MSD) Division at -

<https://dallascityhall.com/departments/OEQ/Pages/msd.aspx>

1500 Marilla Street, 7AN

Phone: 214-671-8967 or 214-670-1200

Email: environmentalduediligence@dallascityhall.com

For Stormwater Permits and Stormwater related questions please contact:

City of Dallas OEQS- SWM (Stormwater Management)

Oak Cliff Municipal Center

320 E. Jefferson Blvd., Rm. 108

Dallas, Texas 75203

Phone: [214-948-4022](tel:214-948-4022)

The City offers these free educational opportunities in compliance with its TPDES Municipal Separate Storm Sewer System permit requirements. For additional information, please visit us at www.WhereDoesItGo.com.



Construction

[General Permit-TXR150000 >](#)



Industrial

[General Permit TXR050000 >](#)

Useful Acronyms

ACRONYMS	ACRONYMS
AD – Administrative Directives	NOC – Notice of Change
AE – Area Engineer	NCTCOG – North Central Texas Council of Governments
AOTS – Advanced Outfall Tracking System	NOI – Notice of Intent
	NOT – Notice of Termination
BMP – Best Management Practice	NEPA – National Environmental Policy Act
CGP – Construction General Permit	PAHs - polycyclic (or polynuclear)
CSN – Construction Site Notice	
CWA - Clean Water Act	PS&E – Plans, Specifications and Estimates
EA – Environmental Assessment	RCRA - Resource Conservation and Recovery Act
EMS – Environmental Management System	ROW – Right-of-Way
IDDE – Illicit Discharge Detection and Elimination	RP – Responsible Party
iSWM - Integrated Stormwater Management	SPCC – Spill Prevention Control and Countermeasure
IWB – Impaired Water Body	
LPST – Leaking Petroleum Storage Tanks	SWMP – Stormwater Management Program
MS4 – Municipal Separate Storm Sewer System	SWP3 – Stormwater Pollution Prevention Plan
MSW - Municipal Solid Waste	TAC - Texas Administrative Code
TMDL – Total Maximum Daily Load	TCEQ – Texas Commission of Environmental Quality
TPDES – Texas Pollutant Discharge Elimination System	TPH- Total Petroleum Hydrocarbon
TSS – Total Suspended Solids	TxDOT – Texas Department of Transportation

References:

- City of Dallas Environmental Policy
- AD 3-73 Environmental Management Program
- AD 3-74 Spill Response Procedures
- City of Dallas Office of Environmental Quality & Sustainability (OEQS)
- TPDES Permit WQ004396000
- Dallas City Code Chapter 18 Municipal Solid Wastes
- Dallas City Code Chapter 19, Article IX, “Stormwater Drainage System”
- City of Dallas TWM-PRO-037, “Trinity Watershed Management” – Flood Control Environmental Best Management Practices Standard Operating Guide (SOG)
- NCTCOG iSWM Technical Manual “Construction Controls”
- NCTCOG Public Works Construction Standards, 5th edition VERIFY MOST CURRENT
- TXDOT Stormwater Management Program
- City of Dallas Drainage Design Manual
- City of Rancho Santa Margarita Stormwater Program Best Management Practices & Other Resources VERIFY
- Dallas Park and Recreation
- Dallas Water Utilities Floodplain & Drainage Management Section 51A-5.101
- Dallas Water Utilities Standard Protocol for Soil and Groundwater Management on Construction Sites (Version 1) 2011 [DWU-SGW Manual.pdf \(dallascityhall.com\)](#)
- U.S. EPA
- TCEQ

Disclaimer

This document is only informational. No part of this document is intended to replace, supersede, or contradict any information outlined in the City ordinance or any Federal, State of Texas, City of Dallas or any local document, code, or law.

Contractors, consultants, and citizens are encouraged to contact the Stormwater Management section of the Office of Environmental Quality & Sustainability of the City of Dallas (stormwater@dallascityhall.com, 214-948-4022).

Guidance on technical requirements can be found in the NCTCOG (North Central Texas Council of Governments) iSWM (Integrated Stormwater Management) Manual (<https://www.nctcog.org/envir/public-works/iswm>).

Requirements can also be found in the City of Dallas Drainage Design Manual [DrainageDesignManual-searchable.pdf \(dallascityhall.com\)](#) and the NCTCOG Public Works Construction Standards, 5th Edition, including the City of Dallas Addendum to the Public Works Construction Standard – North Central Texas 5th Edition [2021 COD NCTCOG Addendum.pdf \(dallascityhall.com\)](#).

Contractors are always required to abide by the plans, specifications and provisions included in the project contract.

Below is a form that you (the contractor) are required to submit to the City with your bid, the “City of Dallas Contractor Environmental Responsibilities Acknowledgement Form”. We are including a blank form here for familiarity. To access the form, click on the following link.

<https://dallastxgov.sharepoint.com/:b:/r/sites/EnvironmentalQualitySustainability/Shared%20Documents/CONTRACTOR%20FORMS/Contractor%20Environmental%20Responsibilities%20Acknowledgement%20Form.pdf?csf=1&web=1&e=l7DhyM>.

Finally, initial, sign, and submit the form with your bid to the City.

The following form is only for reference. The actual form to be signed is found at link above.



City of Dallas
Contractor Environmental
Responsibilities Acknowledgement Form

City of Dallas

PART 1: COMPANY INFORMATION

Name: _____

Address: _____

Phone: _____ Fax: _____

E-mail Address: _____

Emergency Contact: _____

PART 2: DESCRIPTION OF WORK

Nature of Work: _____

Contract / PO #: _____

TCEQ Contractor Registration #: _____

Work Performed for (Name Department): _____

PART 3: CHECKLIST OF CONTRACTOR'S ENVIRONMENTAL RESPONSIBILITIES

As a contractor for the City of Dallas, your review and signature of this document is necessary prior to commencement of the work. The items in this checklist are in addition to any specific environmental requirements that are identified in the contract. **Please complete this form by initialing each applicable item in the checklist and then by signing the acknowledgement at the bottom of the document. If a checklist item does not apply to the project, indicate by marking not applicable (N/A). Please forward a copy of the completed form to the Authorized Department Representative for verification.**

Authorized Company Representative	CONTRACTOR'S ENVIRONMENTAL RESPONSIBILITIES	Authorized Department Representative
Initial	<p>Compliance I am aware of all federal, state, and local compliance requirements that relate to the contracted work. I agree to maintain compliance with these rules and regulations, as well as any additional environmental requirements included in the contract.</p>	Initial
Initial	<p>Awareness and Competence I acknowledge that I am responsible to ensure that all personnel under my control are aware of applicable environmental requirements and responsibilities, and that all personnel under my control are competent to perform their work.</p>	Initial

Initial	<p>Environmental Best Management Practices I am aware that I must identify and employ best management practices on this contract. I am aware that best management practices are required on all City projects, regardless of the size of the project.</p>	Initial
Initial	<p>Waste Management and Recycling It is my responsibility to know and adhere to the regulatory requirements for nonhazardous waste generated on the project site. Waste shall be minimized, and applicable waste shall be diverted from landfills through re-use and recycling as required.</p>	Initial
Initial	<p>Spills and Releases I am aware of my legal and contractual responsibilities that are associated with the reporting of spills or releases that I may discover. Contractors are encouraged to follow best management practices for spill prevention.</p>	Initial
Initial	<p>Cleaning Up Spills or Release I am aware of my legal and contractual responsibilities for the cleanup of spills and releases that may occur due to the project. Additionally, I agree to keep enough absorbents and spill cleanup supplies readily available.</p>	Initial
Initial	<p>Contamination Discovery I understand that any contamination that may be discovered must be reported to the City of Dallas project representative in accordance with regulations.</p>	Initial
Initial	<p>Chemical/Oil Storage I understand that the City of Dallas expects contractors to be fully compliant with City, State, and Federal regulations on chemical handling, transportation, and storage, including but not limited to Dallas City Code, Texas Hazardous Communication Act, DOT regulations, FIFRA, SARA, EPCRA and OSHA requirements.</p>	Initial

Initial	Environmental Considerations/Impacts I am aware that I must identify and understand the potential environmental impact(s) of my work prior to commencement of the work.	Initial
Initial	Water Conservation and Efficiency I will consider water conservation, improve water use efficiency, and explore opportunities for re-use of water as required.	Initial
Initial	Energy Conservation and Efficiency I will consider energy conservation, energy efficiency of buildings and equipment, and explore opportunities for use of renewable energy sources as required.	Initial
Initial	Material and Resource Conservation I will consider opportunities for material and resource conservation as required.	Initial
Initial	Erosion and Sediment Control Measures for erosion and sediment control shall be implemented to comply with federal, state, and municipal laws or bylaws as required and specified in the contract.	Initial
Initial	Soil Conservation and Stockpiles I agree to take appropriate action to conserve soil and manage stockpiles to prevent erosion, fugitive dust, and introduction of sediment to the stormwater system.	Initial
Initial	Saw Cutting and Coring The slurry generated from saw cutting and the coring of asphalt or concrete shall not be allowed to enter the stormwater system or any waterbody.	Initial

Initial	Offsite Disposal of Excavated Soil or Material I understand I am responsible for ensuring that excavated soil and other materials not used onsite are disposed of at an approved facility and in accordance with all federal, state, and local requirements.	Initial
Initial	Fueling Vehicles and Equipment I agree to conduct fueling operations in an environmentally sound manner, including no fueling or maintenance operations within 30 ft of a waterway including any part of the stormwater system.	Initial
Initial	Imported Fill Material I understand that the source locations of any imported or recycled fill material must be reported to the City of Dallas Project Designate prior to material being brought onsite.	Initial
Initial	Vehicle Idling I shall minimize idling of vehicles that are not essential for the performance of work. Contractors must also comply with City of Dallas Ordinance 26766 which limits idling of certain vehicles to under five minutes.	Initial
Initial	Emission Reduction Strategies for Construction Sector I will consider emission reduction strategies and will implement measures to reduce emissions, environmental risks, and improve quality of life for all residents.	Initial
Initial	Tree Protection I will implement measures to protect public trees in accordance with municipal policies and bylaws as required.	Initial
Initial	Natural Area Protection I will implement measures to protect natural areas in accordance with municipal policies as required.	Initial

Initial	Additional Supplemental Information See attachment(s). I acknowledge that I have reviewed any supplemental information attached to this checklist.	Initial
<p>I have been provided with a copy of the City of Dallas Environmental Policy, and I understand that it is my responsibility to comply with these requirements and communicate this information to all personnel that are engaged in completing the services as defined in the contract.</p> <p>Authorized Company Representative (Signature): _____</p> <p>Name of Company Representative (Please Print): _____</p> <p>Authorized Department Representative (Signature): _____</p> <p>Name of Department Representative (Please Print): _____</p> <p>Date of Acknowledgement: _____</p>		
<p>PART 4: DISTRIBUTION OF FORM (MATERIALS MANAGEMENT)</p>		

City of Dallas Contractor Environmental Responsibilities Acknowledgement Form

This Environmental BMP Guide was originally written in November 2007. It was revised and updated in 2022 by **Office of Environmental Quality & Sustainability (OEQS) BMP Review Team members and management.**

Should you have any questions or need further information, please contact your City project manager, appropriate City staff, the Office of Environmental Quality and Sustainability (OEQS) at 214-670-1200, or visit our website at <https://dallascityhall.com/departments/OEQ/Pages/contractors.aspx>