

## Stormwater Management Program (SWMP)



Prepared in accordance with  
TPDES General Permit TXR040000

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## Introduction

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### Storm Water Management Program

The City of Lacy Lakeview is located contiguous and to the north of the Cities of Waco and Bellmead. The City has developed the attached SWMP in accordance with the requirements of the TPDES General Permit TXR040000 for obtaining authorization for stormwater discharges and certain non- stormwater discharges. The SWMP has been developed to facilitate the City's efforts in reducing stormwater pollutants from the City's MS4 to the maximum extent practicable as required by the TPDES General Permit.

The SWMP describes specific actions that will be taken over a five-year period to reduce pollutants and protect the City's stormwater quality to the maximum extent practicable. The specific activities to be implemented are best management practices (BMPs). The SWMP sets measurable goals and provides a schedule for the implementation of the BMPs. Evaluation of the success of each MCM will be through analysis of the BMP's measurable goals.

(MCMs) that are required by the Phase II Rules. The responsibility of ensuring implementation and review of the individual MCMs is designated to a city department or division.

MCMs included in the SWMP:

1. Public Education, Outreach, and Involvement
2. Illicit Discharge Detection and Elimination (IDDE)
3. Construction Site Stormwater Runoff Control
4. Post-Construction Stormwater Management in New Development and Redevelopment
5. Pollution Prevention and Good Housekeeping for Municipal Operations

The City will submit an annual report to TCEQ on the progression of the SWMP's implementation. The annual report will be submitted on March 12<sup>th</sup> of each year (see page 18.)

## MCM 1: Public Education, Outreach, and Involvement

"PDES General Permit No. TXR040000, Part III, B.1. Public Education, Outreach, and Involvement

### (a) Public Education and Outreach

(1) All permittees shall develop, implement, and maintain a comprehensive stormwater education and outreach program to educate public employees, businesses, and the general public of hazards associated with the illegal discharges and improper disposal of waste and about the impact that storm water discharges can have on local waterways, as well as the steps that the public can take to reduce pollutants in stormwater...

The program must, at a minimum:

a. Define the goals and objectives of the program based on high priority community wide issues b.

Identify the target audience(s);

c. Develop or utilize appropriate educational materials, such as printed materials, billboard and mass transit advertisements, signage at select locations, radio advertisements, television advertisements, and websites;

d. Determine cost effective and practical methods and procedures for distribution of materials.

(2) Throughout the permit term, all permittees shall make the educational materials available to convey the program's message to the target audience(s) at least annually.

(3) All permittees shall review and update as necessary, the SWMP and MCM implementation procedures required by Part III.A.2. Any changes must be reflected in the annual report. Such written procedures must be maintained, either on site or in the SWMP and made available for inspection by the TCEQ.

(4) MS4 operators may partner with other MS4 operators to maximize the program and cost effectiveness of the required outreach.

### b) Public Involvement

All permittees shall involve the public, and, at minimum, comply with any state and local public notice requirements in the planning and implementation activities related to developing and implementing the SWMP, except that correctional facilities are not required to implement this portion of the MCM...

At a minimum, all permittees shall:

(1) If feasible, consider using public input in the implementation of the program;

(2) If feasible, create opportunities for citizens to participate in the implementation of control measures, such as stream clean-ups, storm drain stenciling, volunteer monitoring, volunteer Adopt-A-Highway, and educational activities;

(3) Ensure the public can easily find information about the SWMP."

**Minimum Control Measure #1 A: Public Education, Outreach, and Involvement: Public Education and Outreach**

The goals and objectives of the BMPs listed in this MCM are intended to inform all of the groups to be addressed in this MCM about the impacts that storm water can have on the hazards associated with illegal discharges, and steps that can be taken to reduce the pollutants in storm water.

Best Management Practice	Description	Responsible Party	Goals & Objectives
1.1A Utility Bill Inserts	Develop an informative insert to enclose with utility bill that discuss topics related to stormwater runoff issues and appropriate measures.	Storm Water Coordinator to provide to Utility Billing Department for yearly distribution	Inserts will be distributed to the general public according to the City's utility bill distribution schedule for delivering to residents, as well as commercial and industrial facilities. public aware of the hazards of improper disposal of chemicals and household products such as, but not necessarily limited to, paints, solvents, pesticides and animal wastes.
1.2A Posters & Brochures	Acquire posters, brochures & factsheets (and other educational materials) from federal, state, and local agencies or other MS4 websites that clearly illustrate non-point runoff, good in-house practices, and information to contact the City.	Storm Water Coordinator to place at strategic locations	Place in the front lobby of City Hall & make available to public. Distribute posters, brochures & fact sheets to restaurants, hotels/motels, service stations and other commercial businesses (5 or more each year) and to Connally ISD Place an article in local newspaper at a minimum annual
1.3A Public Meetings	Notify the public of open meetings (Council Meetings) to allow comment and solicit input.	City Staff	Council Meetings are open to the public and the public is welcomed to attend and voice comments. City staff will consider all relevant comments. The extent of review will be determined by the volume and subject matter of comments.
1.4A Storm Water Phone Line	Designate a Storm Water Phone Line to receive calls regarding stormwater issues and active responses to calls received. Contact phone number shall be provided on City webpage. Citizens can use this phone line to report illicit discharges, illegal dumping, or issues with construction sites that are causing pollution issues that could adversely affect stormwater discharge.	Storm Water Coordinator will handle inquiries	Implement Storm Water Phone Line Records of the number of calls received and active responses to calls received shall be maintained.
1.5A Stencil Storm Water Inlets	Place storm drain markers on local storm drain inlets to increase awareness and prevent dumping into system	Storm Water Coordinator to provide markers to PW	Public Works staff to place markers at 10 locations (in

1.6A Establish "Storm Water Management" webpage, within the existing City website	A copy of the Storm Water Management Plan will be posted on the webpage for review by residents, public service employees, businesses, etc.	Storm Water Coordinator	Webpage will include relevant stormwater topics and links to the TCEQ website. Webpage will include contact information.	Webpage to be in place by August 2019	X	X	X	X
1.7A Coordinate Volunteer Programs	Continue to encourage citizen participation in Keep McLennan County Beautiful Project as well as other current litter clean-up programs including Used Tire Amnesty Day, Electronic Recycling Day, Mobile Used Oil Trailer, County Wide Garage Sale, The Littery, etc. Encourage citizens to properly dispose of household hazardous waste at a centralized location on program days.	Storm Water Coordinator	City to maintain records of clean-up events and submit within Annual Report.	As scheduled within physical years 2019-2023	X	X	X	X

**Minimum Control Measure #1 B: Public Education, Outreach, and Involvement: Public Involvement**

The goals and objectives of the BMPs listed in this MCM are intended to inform all of the groups to be addressed in this MCM about the impacts that storm water can have on water quality, the hazards associated with illegal discharges, and steps that can be taken to reduce the pollutants in storm water.

Best Management Practice	Description	Responsible Party	Goals & Objectives	Implementation Date	Permit Years				
					1	2	3	4	5
1.1 B Public Meetings	Notify the public of open meetings (Council Meeting) to allow comment and solicit input. The City complies with State and local public notice requirements in planning and implementation activities related to developing and implementing the SWMP.	City Staff	Council Meetings are open to the public and the public is welcomed to attend and voice comments. City staff will consider all relevant comments. The extent of review will be determined by the volume and subject matter of comments.	In place and will continue (scheduled throughout the year)	X	X	X	X	X
1.2 B Storm Water Phone Line	Designate a Storm Water Phone Line to receive calls regarding stormwater issues and activate response to calls received. Contact phone number shall be provided on City webpage. Citizens can use the phone line to report illicit discharges, illegal dumping, or issues with construction sites that are causing pollution issues that could adversely affect stormwater discharges.	Storm Water Coordinator will handle inquiries	Implement Storm Water Phone Line	In place now.		X	X	X	
1.3 B Establish "Storm Water Management" webpage, within the existing City website	A copy of the Storm Water Management Plan will be posted on the webpage for review by residents, public service employees, businesses, etc.	Storm Water Coordinator	Records of the number of calls received and active responses to calls received shall be maintained.	12/2016-12/2017					
1.4 B Coordinate Volunteer Programs	Continue to encourage citizen participation in Keep McLennan County Beautiful Project as well as other current litter clean-up programs including Used Tire Amnesty Day, Electronic Recycling Day, Mobile Used Oil Trailer, County Wide Garage Sale, The Littery, etc. Encourage citizens to properly dispose of household hazardous waste at a centralized location on program days.	Storm Water Coordinator	Webpage will include relevant stormwater topics and links to the TCEQ website. Webpage will include contact information. City to maintain records of clean-up events and submit within Annual Report.	Webpage to be in place by December 2019. As scheduled within physical years 2019-2023			X	X	

## MCM 2: Illicit Discharge Detection and Elimination

TPDES General Permit No. TXR040000, Part III, B.2. Illicit Discharge Detection and Elimination (IDDE)

### "(a) Program Development

(1) All permittees shall develop, implement and enforce a program to detect, investigate, and eliminate illicit discharges into the small MS4. The program must include a plan to detect and address non-stormwater discharges, including illegal dumping to the MS4 system...

The Illicit Discharge Detection and Elimination (IDDE) program must include the following:

- a. An up-to-date MS4 map (see Part 111.B.2.(c)(1));
- b. Methods for informing and training MS4 field staff (See Part III.B.2.(c)(2));
- c. Procedures for tracing the source of an illicit discharge (see Part III.B.2.(c)(S))i
- d. Procedures for removing the source of the illicit discharge (see Part 111.B.2.(c)(S))i
- e. For Level 2, 3 and 4 small MS4s, if applicable, procedures to prevent and correct any leaking on-site sewage disposal systems that discharge in to the small MS4;...

(2) For non-traditional small MS4s, if illicit connections or illicit discharges are observed related to another operator's MS4, the permittee shall notify the other MS4 operator within 48 hours of discovery. If notification to the other MS4 operator is not practicable, then the permittee shall notify the appropriate TCEQ regional office of the possible illicit connection.

(3) If another MS4 operator notifies the permittee of an illegal connection or illicit discharge to the small MS4, then the permittee shall follow the requirements specified in Part III.B.2.(c)(3).

(4) All permittees shall review and update as necessary, the SWMP and MCM implementation procedures required by Part III.A.2.. Any changes must be reflected in the annual report. Such written procedures must be maintained, either on site or in the SWMP and made available for inspection by the TCEQ.

### (b) Allowable Non-Stormwater Discharges

Non-stormwater flows listed in Part 11.C do not need to be considered by the permittee as an illicit discharge requiring elimination unless the permittee or the TCEQ identifies the flow as a significant source of pollutants to the small MS4.

### (c) Requirements for all Permittees

All permittees shall include the requirements described below in Parts III.B.2(c)(1)-(6)

#### (1) MS4 mapping

All permittees shall maintain an up-to-date MS4 map, which must be located on site and available for review by the TCEQ. The MS4 map must show at a minimum the following information:

- a. The location of all small MS4 outfalls that are operated by the permittee and that discharge into waters of the U.S
- b. The location and name of all surface waters receiving discharges from the small MS4 outfalls;
- c. Priority areas identified under Part 111.B.2.(e)(1) if applicable.

#### (2) Education and Training

All permittees shall implement a method for informing or training all the permittee's field staff that may come into contact with or otherwise observe an illicit discharge or illicit connection to the small MS4 as part of their normal job responsibilities. Training program materials and attendance lists must be maintained on site and made available for review by the TCEQ.

#### (3) Public Reporting of Illicit Discharges and Spills

To the extent feasible, all permittees shall publicize and facilitate public reporting of illicit discharges or water quality impacts associated with discharges into or from the small MS4. The permittee shall provide a central contact point to receive reports; for example by including a phone number for complaints and spill reporting.

(4) All permittees shall develop and maintain on site procedures for responding to illicit discharges and spills.

(S) Source Investigation and Elimination.

a. Minimum Investigation Requirements - Upon becoming aware of an illicit discharge, all permittees shall conduct an investigation to identify and locate the source of such illicit discharge as soon as practicable.

(i) All permittees shall prioritize the investigation of discharges based on their relative risk of pollution. For example, sanitary sewage may be considered a high priority discharge.

(ii) All permittees shall report to the TCEQ immediately upon becoming aware of the occurrence of any illicit flows believed to be an immediate threat to human health or the environment.

(iii) All permittees shall track all investigations and document, at a minimum, the date(s) the illicit discharge was observed; the results of the investigation; any follow-up of the investigation; and the date the investigation was closed.

b. Identification and Investigation of the Source of the Illicit Discharge - All permittees shall investigate and document the source of illicit discharges where the permittees have jurisdiction to complete such an investigation. If the source of illicit discharge extends outside the permittee's boundary, all permittees shall notify the adjacent permitted MS4 operator of TCEQ's Field Operation Support Division according to Part 111.A.3.b.

c. Corrective Action to Eliminate Illicit Discharge

(i) If and when the source of the illicit discharge has been determined, all permittees shall immediately notify the responsible party of the problem, and shall require the responsible party to perform all necessary corrective actions to eliminate the illicit discharge.

(6) Inspections - The permittee shall conduct inspections, as determined appropriate, in response to complaints, and shall conduct follow-up inspections as needed to ensure that corrective measures have been implemented by the responsible party."



## Minimum Control Measure #2: Illicit Discharge Detection and Elimination

The goals and objectives of the BMPs listed in this MCM, are intended to be used to detect, investigate and eliminate illicit discharges from the MS4.

Best Management Practice	Description	Responsible Party	Goals & Objectives
2.1 MS4 Map	MS4 map of the storm drainage system outfalls operated by the MS4 and location and names of receiving waters, and priority areas as necessary (in accordance with TCEQ requirements).	Storm Water Coordinator	See Appendix A - Page 22 Map to be updated on an as needed (or annual) basis to record new pipes/systems created by new development. Maintain records of revisions or updates to the map. Latest map to be submitted annually within Annual Report.
2.2 Illicit Discharge Detection and Elimination (IDDE) Program	Investigate both internally identified as well as reported non-stormwater discharges to determine the source of illicit connections and/or illegal dumping activities. The extent of review and response will be determined by the volume and subject matter of the reported item	Storm Water Coordinator	Program developed to detect and eliminate illicit discharges. Standard investigative procedures and appropriate personnel training in place. Illicit connections or illegal dumping eliminated at sites determined to have activities. City will enforce against illicit discharges that occur within the city boundaries and will fine the entity to the maximum extent possible for civil and/or criminal remedies.  City to maintain records and submit within Annual Report.
2.3 Spill Response	Implementation of existing emergency spill response procedures by Public Works & Fire Department staff	Fire Department, Storm Water Coordinator, Public Works	Ongoing training of Public Works and Fire Department. Refine response procedures and training on an as-needed annual basis.
2.4 Training	Acquire MS4 training materials or attend professional development training courses.	Storm Water Coordinator	City to maintain records of training attended / completed. Stormwater Coordinator and submit within Annual Report.
2.5 Storm Water Phone Line	Designate a Storm Water Phone Line to receive calls regarding stormwater issues and active responses to calls received. Contact phone number shall be provided on City webpage. Citizens can use this phone line to report illicit discharges, illegal dumping, or issues with construction sites that are causing pollution issues that could adversely affect stormwater discharges.	Storm Water Coordinator will handle inquires	Implement Storm Water Phone Line  Records of the number of calls received and active responses to calls received shall be maintained.
2.6 Adopt a Storm Water Ordinance	Storm Water Ordinance is necessary to prohibit and eliminate illicit discharges, to the extent allowable under state and local law. Ordinance will be placed on webpage	Storm Water Coordinator	Ordinance will be presented to City Council for consideration.  Ordinance will be reviewed as needed to provide adequate enforcement framework to deal with violations of storm regulations.

## MCM 3: Construction Site Stormwater Runoff Control

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TPDES General Permit No. TXR040000, Part III, 8.3. Construction Site Stormwater Runoff Control

### "(a) Requirements and Control Measures

(1) All permittees shall develop, implement and enforce a program requiring operators of small and large construction activities, as defined in Part I of this general permit, to select, install, implement, and maintain stormwater control measures that prevent illicit discharges to the MEP. The program must include the development and implementation of an ordinance or other regulatory mechanism, as well as sanctions to ensure compliance to the extent allowable under state, federal, and local law, to require erosion and sediment control...

If TCEQ waives requirements for stormwater discharges associated with small construction from a specific site(s), the permittee is not required to enforce the program to reduce pollutant discharges from such site(s).

### (b) Requirements for all Permittees

All permittees shall include the requirements described below in Parts III.B.3(b)(1)-(7)

(1) All permittees shall review and update as necessary, the SWMP and MCM implementation procedures required by Part 111.A.2. Any changes must be included in the annual report. Such written procedures must be maintained on site or in the SWMP and made available for inspection by the TCEQ.

(2) All permittees shall require that construction site operators implement appropriate erosion and sediment control BMPs. The permittee's construction program must ensure the following minimum requirements are effectively implemented for all small and large construction activities discharging to its small MS4.

a. Erosion and Sediment Controls - Design, install and maintain effective erosion controls and sediment controls to minimize the discharge of pollutants.

b. Soil Stabilization - Stabilization of disturbed areas must, at a minimum, be initiated immediately whenever any clearing, grading, excavating or other earth disturbing activities have permanently ceased on any portion of the site, or temporarily ceased on any portion of the site and will not resume for a period exceeding 14 calendar days. Stabilization must be completed within a period of time determined by the permittee. In arid, semiarid, and drought-stricken areas, as determined by the permittee, where initiating vegetative stabilization measures immediately is infeasible, alternative stabilization measures must be employed as specified by the permittee.

c. BMPs - Design, install, implement, and maintain effective BMPs to minimize the discharge of pollutants to the small MS4. At a minimum, such BMPs must be designed, installed, implemented and maintained to:

(i) Minimize the discharge of pollutants from equipment and vehicle washing, wheel wash water, and other wash waters;

(ii) Minimize the exposure of building materials, building products, construction wastes, trash, landscape materials, fertilizers, pesticides, herbicides, detergents, sanitary waste and other materials present on the site to precipitation and to stormwater; and

(iii) Minimize the discharge of pollutants from spills and leaks.

(3) Prohibited Discharges The following discharges are prohibited:

a. Wastewater from washout of concrete and wastewater from water well drilling operations, unless managed by an appropriate control;

b. Wastewater from washout and cleanout of stucco, paint, from release oils, and other construction materials;

c. Fuels, oils, or other pollutants used in vehicle and equipment operation and maintenance; and,

d. Soaps or solvents used in vehicle and equipment washing;

e. Discharges from dewatering activities, including discharges from dewatering of trenches and excavations, unless managed by appropriate BMPs.

(4) Construction Plan Review Procedures

To the extent allowable by state, federal, and local law, all permittees shall maintain and implement site plan review procedures that describe which plans will be reviewed as well as when an operator may begin construction. For those permittees without legal authority to enforce site plan reviews, this requirement is limited to those sites operated by the permittee and its contractors and located within the permittee's regulated area. The site plan procedures must meet the following requirements:

- a. The site plan review procedures must incorporate consideration of potential water quality impacts.
- b. The permittee may not approve any plans unless the plans contain appropriate site specific construction site control measures that, at a minimum, meet the requirements described in Part 111.B.3.(a) or in the TPDES CGP, TXR150000.

(5) Construction Site Inspections and Enforcement

To the extent allowable by state, federal, and local law, all permittees shall implement procedures for inspecting large and small construction projects. Permittees without legal authority to inspect construction sites shall, at minimum, conduct inspections of sites operated by the permittee or its contractors and that are located in the permittee's regulated area.

a. Inspections must occur at a frequency determined by the permittee, based on the evaluation of factors that are a threat to water quality, such as: soil erosion potential; site slope; project size and type; sensitivity of receiving waterbodies; proximity to receiving waterbodies; non-stormwater discharges; and past record of noncompliance by the operators of the construction site.

b. Inspections must occur during the active construction phase.

(i) All permittees shall develop, implement, and revise as necessary, written procedures outlining the inspection and enforcement requirements. These procedures must be maintained on site or in the SWMP and be made available to TCEQ.

(ii) Inspections of construction sites must, at a minimum:

1. Determine whether the site has appropriate coverage under the TPDES CGP, TXR150000. If no coverage exists, notify the permittee of the need for permit coverage.
2. Conduct a site inspection to determine if control measures have been selected, installed, implemented, and maintained according to the small requirements.
3. Assess compliance with the permittee's ordinances and other regulations.
4. Provide a written or electronic inspection report.

c. Based on site inspection findings, all permittees shall take all necessary follow-up actions to ensure compliance with permit requirements and the SWMP. These follow-up and enforcement actions must be tracked and maintained for review by the TCEQ.

(6) Information submitted by the Public

All permittees shall develop, implement and maintain procedures for receipt and consideration of information submitted by the public.

(7) MS4 Staff Training

All permittees shall ensure that all staff whose primary job duties are related to implementing the construction stormwater program (including permitting, plan review, construction site inspections, and enforcement) are informed or trained to conduct these activities. The training may be conducted by the permittee or by outside trainers."

### Minimum Control Measure #3: Construction Site Storm Water Runoff Control

The goals and objectives of the BMPs listed in this MCM, are to address storm water runoff and erosion control from construction activities from sites of one acre and greater, including those that are part of a larger common plan of development

Best Management Practice	Description	Responsible Party	Goals & Objectives	Implementation Date	Permit Years				
					1	2	3	4	5
3.1 Review of City Infrastructure Drawings and Specifications (>= 1 acre)	Review that erosion control measures and construction standards/details are included within drawings and specifications in all projects.	Storm Water Coordinator	Erosion control plan 5 and BMP details are included in engineering plans submittals. Should the City receive input from the public, they will notify the construction site operator of the input in a timely manner; to consider incorporation into the storm water site plan.	In place & will continue	X	X	X	X	X
	Copies of SWPPP & Notice of Intent (NOI) submitted to the City. Each contractor's storm water site plan should clearly describe the construction site operator's BMP inspection and maintenance including who will inspect the site and how often.	Storm Water Coordinator, Public Works	City to require a copy of the SWPPP & NOI to be submitted prior to the City allowing construction to begin. The City will ensure that all construction site operators conducting small or large construction activities will have a developed and implemented SWPPP in accordance with the TPDES CGP (TXR1 50000).	In place & will continue	X	X	X	X	X
3.2 Site Development Plan Reviews (>= 1 acre or including the larger common plan of development)	Developers/design engineers shall adhere to Storm Water requirements and guidelines for effective waste management practices for their project	Storm Water Coordinator	City shall maintain copies of Construction Operator authorizations for sites >= 1 acre. City shall review plan submissions and shall consider any expansions or changes as deemed appropriate.	In place & will continue	X	X	X	X	X
	Copies of SWPPP & Notice of Intent (NOI) submitted to the City. Contractor's storm water site plan should clearly describe the construction site operator's BMP inspection and maintenance including who will inspect the site and how often.	Storm Water Coordinator, Public Works	City to require a copy of the SWPPP & NOI to be submitted prior to the City allowing construction to begin. The City will ensure that all construction site operators conducting small or large construction activities will have a developed and implemented SWPPP in accordance with the TPDES CGP (TXR1 50000).	In place & will continue	X	X	X	X	X

3.3 City Infrastructure and Site Development Projects Construction Activities	Monitoring of construction activities.	Storm Water Coordinator	<p>Conduct pre-construction conference meetings as necessary to discuss planned storm water runoff control. The City requires construction site operator to use/install soil stabilization measures.</p> <p>The City prohibits illicit discharges such as wash out wastewater, fuels, oils, soaps, solvents from construction activities and that dewatering activities are prohibited unless managed by appropriate BMP's and covered under the TPDES CCGP.</p> <p>The City will develop procedures for construction site inspection and enforcement of the implementation of control measures at a construction site, to the extent allowable by local or State law.</p> <p>City shall maintain applicable records. Should the City receive input from the public, they will notify the construction site operator of the input in a timely manner; to consider incorporation into the storm water site plan.</p>	In place & will continue	X	X	X
3.4 City Design Criteria and Ordinances on Subdivision Construction, Erosion Control Construction Site Storm Water, Floodplain, etc.	Annually, City staff will assess existing design criteria and ordinances. Additional criteria and ordinances will be implemented if not existing.	Storm Water Coordinator, Public Works	<p>Consider additional plan or permit review requirements that may also benefit water quality for inclusion into future policies, design criteria and ordinances. When appropriate, new criteria and ordinances will be presented to City Council for consideration.</p>	Annually and by December of 2019	X	X	X
3.5 Training	Acquire MS4 training materials or attend professional development training courses.	Storm Water Coordinator	<p>City to maintain records of training attended/completed by Stormwater Coordinator and submit within Annual Report.</p>	In place & will continue	X	X	X
3.6 Storm Water Phone Line	Designate a Storm Water Phone Line to receive calls regarding stormwater issues and active responses to calls received. Contact phone number shall be provided on City webpage. Citizens can use this phone line to report illicit discharges, illegal dumping, or issues with construction sites that are causing pollution issues that could adversely affect stormwater discharges.	Storm Water Coordinator will handle inquiries	<p>Implement Storm Water Phone Line</p> <p>Records of the number of calls received and active responses to calls received shall be maintained.</p>	In place	X	X	X
				July 2019 and annually	X	X	X

## MCM4:Post-Construction Stormwater Management in New Development & Redevelopment

TPDES General Permit No. TXR040000, Part III, B.4. Post-Construction Stormwater Management in New Development and Redevelopment

"(a) Post-Construction Stormwater Management Program

(1) All permittees shall develop, implement and enforce a program, to the extent allowable under state, federal, and local law, to control stormwater discharges from new development and redeveloped sites that discharge into the small MS4 that disturb one acre or more, including projects that disturb less than one acre that are part of a larger common plan of development or sale. The program must be established for private and public development sites. The program may utilize an offsite mitigation and payment in lieu of components to address this requirement...

(2) All permittees shall use, to the extent allowable under state, federal, and local law and local development standards, an ordinance or other regulatory mechanism to address post-construction runoff from new development and redevelopment projects. The permittees shall establish, implement, and enforce a requirement that owners or operators of new development and redeveloped sites design, install, implement, and maintain a combination of structural and non-structural BMPs appropriate for the community and that protects water quality. If the construction of permanent structures is not feasible due to space limitations, health and safety concerns, cost effectiveness, or highway construction codes, the permittee may propose an alternative approach to TCEQ...

(b) Requirements for all Permittees

All permittees shall include the requirements described below in Parts 111.B.4.(b)(1)-(3)

(1) All permittees shall review and update as necessary, the SWMP and MCM Implementation procedures required by Part III.A.2. Any changes must be included in the annual report. Such written procedures must be maintained either on site or in the SWMP and made available for inspection by TCEQ.

(2) All permittees shall document and maintain records of enforcement actions and make them available for review by the TCEQ.

(3) Long-Term Maintenance of Post-Construction Stormwater Control Measures

All permittees shall, to the extent allowable under state, federal, and local law, ensure the long-term operation and maintenance of structural stormwater control measures installed through one or both of the following approaches:

a. Maintenance performed by the permittee. See Part 111.B.5

b. Maintenance performed by the owner or operator of a new development or redeveloped site under a maintenance plan. The maintenance plan must be filed in the real property records of the county in which the property is located. The permittee shall require the owner or operator of any new development or redeveloped site to develop and implement a maintenance plan addressing maintenance requirements for any structural control measures installed on site. The permittee shall require operation and maintenance performed is documented and retained on site, such as at the offices of the owner or operator, and made available for review by the small MS4.

**Minimum Control Measure #4: Post-Construction Storm Water Management in New Development and Redevelopment**

The goals and objectives of the BMPs listed in this MCM, are to address storm water runoff and erosion control from new development / redevelopment activities from sites of one acre and greater, including those that are part of a larger common plan of development.

Best Management Practice	Description	Responsible Party	Goals & Objectives	Implementation Date	Permit Years				
					1	2	3	4	5
4.1 Development Review Process	Development plans to be reviewed for compliance with floodplain requirements, adequacy of infrastructure design for drainage, use of detention ponds, etc. for sites of one acre and greater, including those that are part of a larger common plan of development. The City shall have enforcement authority, to the extent allowable under state and local law.	Storm Water Coordinator	Continue established City policy and processes.	In place & will continue	X	X	X	X	X
4.2 Review / Revise Ordinances, Policies and Design Criteria	Review existing criteria to integrate considerations for drainage and water quality.	Storm Water Coordinator	Use enforcement authority, to the extent allowable under state and local law for identified violations.	Annually and by December of 2019	X	X	X	X	X
4.3 Monitoring Procedures - City maintained post-construction BMPs	Routinely monitor structural and non-structural controls implemented by completed construction projects to make sure that they are operating adequately. The City requires owners and operators to implement both structural and non-structural BMPs.	Storm Water Coordinator	Research information, consider expansions and draft additions or changes as deemed appropriate. Present additions or changes to City Council for passage.	Annually and by December of 2019	X	X	X	X	X
4.4 Monitoring Procedures - Privately maintained post construction BMPs	Routinely monitor structural and non-structural controls implemented by completed construction projects to make sure that they are operating adequately. Refer to MS4 map (Appendix A) for locations. The City requires owners and operators to implement both structural and non-structural BMPs.	Storm Water Coordinator	Identify deficiencies and/or violations and coordinate with Public Works staff to perform maintenance on the control measures.	In place & will continue	X	X	X	X	X
4.5 Storm Water Phone Line	Designate a Storm Water Phone Line to receive calls regarding storm water issues and active responses to calls received. Contact phone number shall be provided on City webpage. Citizens can use this phone line to report illicit discharges, illegal dumping or issues with construction sites that are causing pollution issues that could adversely affect storm water discharges.	Storm Water Coordinator will handle inquiries	City shall document and maintain records of enforcement actions for review by the TCEQ.	In place	X	X	X	X	X
			Implement Storm Water Phone Line	M-16			X	X	X
			Records of the number of calls received and active responses to calls received shall be maintained.				X	X	X

## MCM 5: Pollution Prevention & Good Housekeeping for Municipal Operations

TPDES General Permit No. TXR04000, Part III, B.5. Pollution Prevention and Good Housekeeping for Municipal Operations

### (a) Program development

(1) All permittees shall develop and implement an operation and maintenance program, including an employee training component that has the ultimate goal of preventing or reducing pollutant runoff from municipal activities and municipally owned areas including but not limited to park and open space maintenance; street, road, or highway maintenance; fleet and building maintenance; stormwater system maintenance; new construction and land disturbances; municipal parking lots; vehicle and equipment maintenance and storage yards; waste transfer stations; and salt/sand storage locations.

### (b) Requirements for all Permittees

All permittees shall include the requirements described below in Parts 111.B.5.(1)-(6) in the program:

#### (1) Permittee-owned Facilities and Control Inventory

All permittees shall develop and maintain an inventory of facilities and stormwater controls that it owns and operates within the regulated area of the small MS4. If feasible, the inventory may include all applicable permit numbers, registration numbers, and authorizations for each facility or controls. The inventory must be available for review by TCEQ and must include, but is not limited, to the following, as applicable:

- a. Composting facilities;
- b. Equipment storage and maintenance facilities;
- c. Fuel storage facilities;
- d. Hazardous waste disposal facilities;
- e. Hazardous waste handling and transfer facilities;
- f. Incinerators;
- g. Landfills;
- h. Materials storage yards;
- i. Pesticide storage facilities;
- j. Buildings, including schools, libraries, police stations, fire stations, and office buildings;
- k. Parking lots;
- l. Golf courses;
- m. Swimming pools;
- n. Public works yards;
- o. Recycling facilities;
- p. Salt storage facilities;
- q. Solid waste handling and transfer facilities;
- r. Street repair and maintenance sites;
- s. Vehicle storage and maintenance yards; and
- t. Structural stormwater controls.

#### (2) Training and Education

All permittees shall inform or train appropriate employees involved in implementing pollution prevention and good housekeeping practices. All permittees shall maintain a training attendance list for inspection by TCEQ when requested.

(3) Disposal of Waste Material - Waste materials removed from the small MS4 must be disposed of in accordance with 30 TAC Chapters 330 or 335, as applicable.

#### (4) Contractor Requirements and Oversight



a. Any contractors hired by the permittee to perform maintenance activities on permittee-owned facilities must be contractually required to comply with all of the stormwater control measures, good housekeeping practices, and facility-specific stormwater management operating procedures described in Parts III B.5.(2)-(6).

b. All permittees shall provide oversight of contractor activities to ensure that contractors are using appropriate control measures and SOPs. Oversight procedures must be developed before the end of the permit term and maintained on site and made available for inspection by TCEQ.

(5) Municipal Operation and Maintenance Activities

a. Assessment of permittee-owned operations

All permittees shall evaluate operation and maintenance (O&M) activities for their potential to discharge pollutants in stormwater, including but not limited to:

(i) Road and parking lot maintenance may include such areas as pothole repair, pavement marking, sealing, and re-paving;

(ii) Bridge maintenance may include such areas as re-chipping, grinding, and saw cutting;

(iii) Cold weather operations, including plowing, sanding, and application of deicing and anti-icing compounds and maintenance of snow disposal areas; and

(iv) Right-of-way maintenance, including mowing, herbicide and pesticide application, and planting vegetation.

b. All permittees shall identify pollutants of concern that could be discharged from the above O&M activities (for example, metals; chlorides; hydrocarbons such as benzene, toluene, ethyl benzene, and xylenes; sediment; and trash).

c. All permittees shall develop and implement a set of pollution prevention measures that will reduce the discharge of pollutants in stormwater from the above activities. These pollution prevention measures may include the following examples:

(i) Replacing materials and chemicals with more environmentally benign materials or methods;

(ii) Changing operations to minimize the exposure or mobilization of pollutants to prevent them from entering surface waters; and

(iii) Placing barriers around or conducting runoff away from deicing chemical storage areas to prevent discharge into surface waters.

d. Inspection of pollution prevention measures - All pollution prevention measures implemented at permittee-owned facilities must be visually inspected at a frequency determined by the permittee to ensure they are working properly. A log of inspections must be maintained and made available for review by the TCEQ upon request.

(6) Structural Control Maintenance

If BMPs include structural controls, maintenance of the controls must be performed at a frequency determined by the permittee and consistent with maintaining the effectiveness of the BMP.

**Minimum Control Measure #5: Pollution Prevention and Good Housekeeping for Municipal Operations**

The goals and objectives of the BMPs listed in this MCM, are to address pollution prevention in the storm water runoff from municipal operations activities and the pollution prevention, cleaning, and waste disposal activities for the City of Lacy Lakeview MS4 system.

Best Management Practice	Description	Responsible Party	Goals & Objectives	Implementation Date	Permit Years				
					1	2	3	4	5
5.1 City Owned Facilities & Vehicles	Inventories of municipal operation facilities: 1) Public Works Shop, 2) Meyers Lane Ground Storage, 3) Veterans Memorial Park, and 4) Live Oak Park. The City maintains an inventory list of stormwater controls used at its municipal operations facilities.	Storm Water Coordinator, Public Works	Operation & maintenance procedures for good housekeeping practices or routine maintenance are being implemented to reduce and prevent sources of pollution into stormwater from the City's municipal operations.  The City inspects pollution prevention measures at MS4 facilities.  City shall document and maintain annual records. Update list of City owned facilities on an as-needed or annual basis.	In place & will continue		X	X		
5.2 Storm Sewer Cleaning / Maintenance Program	Continue existing policy of removal of debris, sediment, etc. from inlets, pipes, channels, catch basins, etc. as needed or as noted through citizen complaints and through field observations to maintain capacity, reduce floatables and other types of pollution and develop a more detailed cleaning plan.	Storm Water Coordinator, Public Works	Public Works staff to continue implementation of plan on an on-going basis.  City shall document and maintain annual records. Update storm sewer cleaning plan on an as-needed or annual basis.	In place & will continue		X	X		
5.3 Street Sweeping	Continue Street Cleaning program in sweeping on a regular basis to reduce litter and debris on streets. Continue program of identifying and correcting drainage deficiencies on various roadways.	Public Works	Continue with current street sweeping program  Current procedures to be reviewed and modified as appropriate. City shall document and maintain annual records.	In place & will continue	X	X	X	X	X

5.4 Miscellaneous Maintenance Activities	Continue program of identifying and correcting drainage deficiencies on various roadways and other miscellaneous maintenance activities. The City identifies pollutants of concern that could be discharged from operations and maintenance activities.	Public Works	Continue with current drainage re-establishment program.	In place & will continue	X	X	X	X	X
5.5 Safe Material Storage	Continue program for safe handling and storage of commonly used City materials and existing waste disposal methods.	Public Works	Current procedures to be reviewed and modified as appropriate. City shall document and maintain annual records. Continue implementation of safe material storage plan.	In place & will continue	X	X	X	X	X
5.6 Contractor Requirements and Oversight	The City will develop and implement contractor oversight procedures	Public Works	City shall document and maintain annual records. Develop contractor oversight procedures City to require compliance of operating procedures of fall contractors hired by the City	July 2019			X	X	X
5.7 Public Works Training	Continue education of staff in familiarity with proper maintenance procedures to ensure activities are conducted in an approved manner.	Public Works	Continue Public Works staff training on topics related to hazardous material handling and storage, equipment maintenance and repair, etc.	In place & will continue	X	X	X	X	X
			City shall document and maintain annual records.		X	X	X	X	X

## Annual Report

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The City of Lacy Lakeview shall retain all records of BMP activities, SWMP implementation progression, and SWMP modifications to submit to TCEQ as required by the TPDES General Permit. These records will be organized in the "Annual Report Form" in Appendix C. The annual report will be submitted to the following address or electronically filed at TCEQ's website:

Texas Commission on Environmental Quality  
Stormwater & Pretreatment Team; MC-148  
P.O. Box 13087  
Austin, TX 78711-3087

A copy of the MS4 annual report will also be submitted to the TCEQ Region-9 Waco Office and will submit an annual report to the following address:

Texas Commission on Environmental Quality  
TCEQ Region 09-Waco Office  
6801 Sanger Avenue, Suite 2500  
Waco, TX 76710-7826

### Main Objectives:

- Fill-out and submit an accurate annual report to TCEQ according to the annual report schedule.
- Maintain compliance with TPDES General Permit by submitting timely reports.
- Utilize the report to evaluate the status of the City's MS4 SWMP implementation schedule.

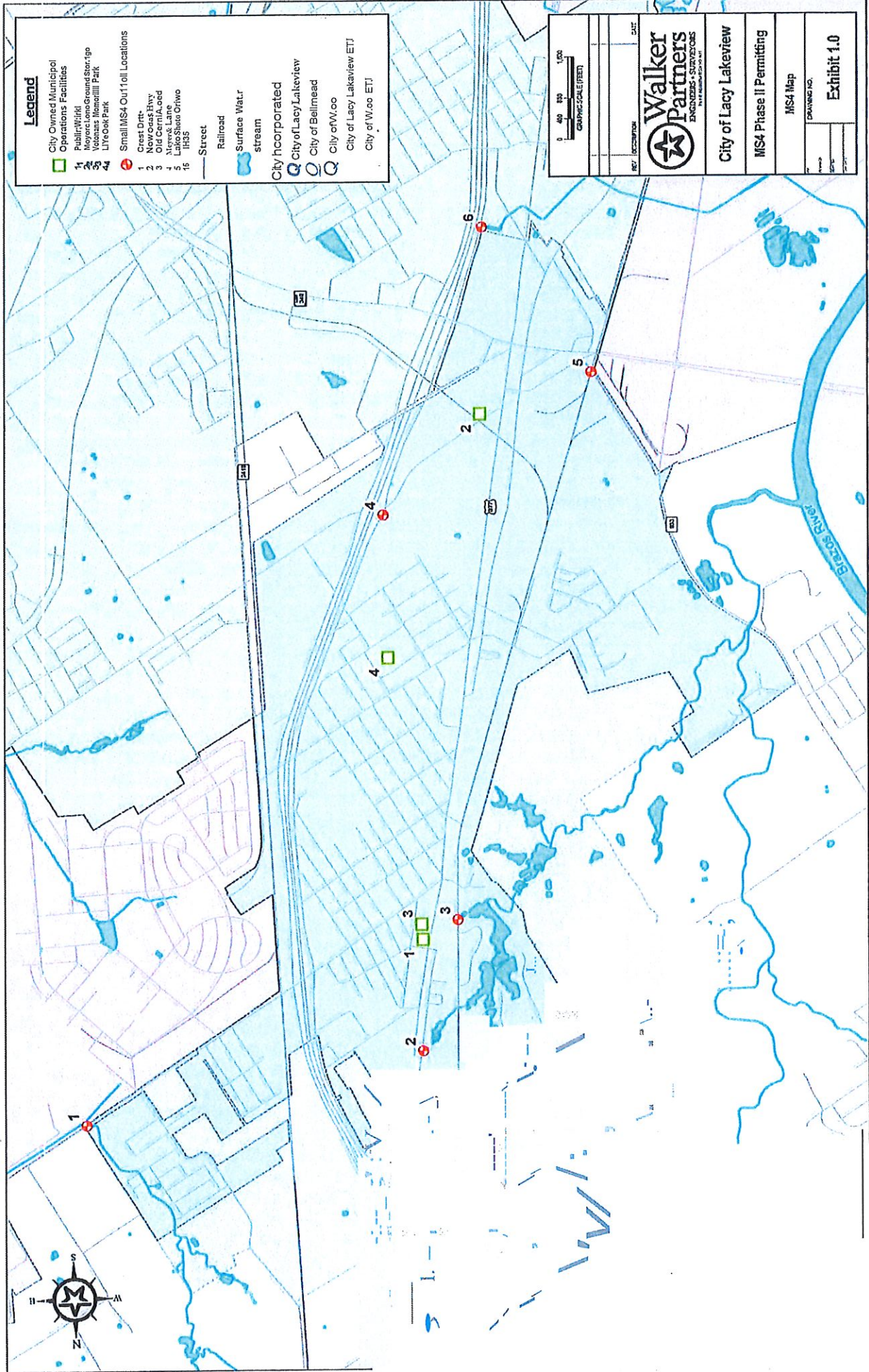
### Annual Report Schedule:

Annual report scheduling will be based on the permit effective date. The effective date of the TPDES General Permit No. TXR04000 is December 13, 2013. The annual report for the renewed permit shall be due within 90 days after the end of the reporting year, on March 12 of each year.

Reporting Year	Calendar Dates	Annual Report Due Date
1	January 31, 2019 to December 31, 2019	March 2, 2020
2	January 31, 2020 to December 31, 2020	March 2, 2021
3	January 31, 2021 to December 31, 2021	March 2, 2022
4	January 31, 2022 to December 31, 2022	March 2, 2023
5	January 31, 2023 to December 31, 2023	March 2, 2024

Appendix A: MS4 Map

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**Legend**

- City Owned Municipal Operations Facilities
- Public/Wildlife
- Moyave Lomo Ground Storage
- Volcanas Memorial Park
- Lire Oak Park
- Small MS4 Outfall Locations
- 1 Crest Drive
- 2 Old Cerro
- 3 Old Cerro/Alond
- 4 Alencs Lane
- 5 Lako Shiao Oriwo
- 16 IH35
- Street
- Railroad
- Surface Water
- stream
- City Incorporated
- City of Lacy/Lakeview
- City of Belmead
- City of W.W.oo
- City of Lacy/Lakeview ETJ
- City of W.W.oo ETJ

NO.	DESCRIPTION	DATE
 <b>Walker Partners</b> ENGINEERS - SURVEYORS <small>11111 W. 10th Street, Suite 100, Aurora, CO 80015</small>		
<b>City of Lacy Lakeview</b>		
<b>MS4 Phase II Permitting</b>		
<b>MS4 Map</b>		
DRAWING NO.		
<b>Exhibit 1.0</b>		

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## EROSION AND SEDIMENT CONTROL INSPECTION CHECKLIST

City of Lacy  
Lakeview, TX

### INSPECTION REPORT

Project Name: \_\_\_\_\_ File No. \_\_\_\_\_

Inspection Date: \_\_\_\_\_ Time: \_\_\_\_\_ Inspected by: \_\_\_\_\_

#### STAGE OF CONSTRUCTION

Pre-Construction Conference     Rough Grading     Finish Grading

Clearing and Grubbing     Building Construction     Final Stabilization

#### INSPECTION CHECKLIST

[Yes] [No] [N/A]

Have all denuded areas requiring temporary or permanent stabilization been stabilized? Seeded?  
yes/no    Mulched? yes/no    Graveled? yes/no

Are soil stock piles adequately stabilized with seeding and/or sediment trapping measures?

Does permanent vegetation provide adequate stabilization?

Have sediment trapping facilities been constructed as a first step in LDA?

For perimeter sediment trapping measures, are earthen structures stabilized?

Are sediment basins installed where needed?

Are finished cut and fill slopes adequately stabilized?

Are on-site channels and outlets adequately stabilized?

Do all operational storm sewer inlets have adequate inlet protection?

Are stormwater conveyance channels adequately stabilized with channel lining and/or outlet protection?

Is in-stream construction conducted using measures to minimize channel damage?

Are temporary stream crossings of non-erodible material installed where applicable?

Is necessary restabilization of in-stream construction

complete?

Are utility trenches stabilized properly?

Are soil and mud kept off public roadways at intersections with site access roads?

Have all temporary control structures, that are no longer needed, been

removed?

Have all control structure repairs and sediment removal been performed?

Are properties and waterways downstream from development adequately protected from erosion and sediment deposition due to increases in peak stormwater runoff?

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Report by: \_\_\_\_\_ Date: \_\_\_\_\_



Appendix C: TCEQ Annual Report & Submittal Letter Templates