

STORMWATER MANAGEMENT PLAN

2019-2024

TPDES General Permit No. TXR040020



"PRIDE IN OUR PAST . . . ENTHUSIASM FOR THE FUTURE"

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CITY OF OVILLA, TEXAS

STORMWATER MANAGEMENT PLAN

I. EXECUTIVE SUMMARY

The City of Ovilla is subject to the requirements of the Texas Commission on Environmental Quality (TCEQ) Texas Pollutant Discharge System (TPDES) General Permit No. TXR040000, as amended on January 24, 2019, which sets the requirements and conditions for stormwater discharges from small municipal separate storm sewer system (MS4) to surface waters in the state. The City of Ovilla, Texas currently has a Stormwater Management Plan (SWMP) that was adopted by the City and approved by TCEQ back in 2014 under Permit No. TXR040020. The TCEQ has amended and reissued a new Small MS4 General Permit for Phase II, TPDES Permit No. TXR040000, which requires the City of Ovilla to update their SWMP.

The purpose of the SWMP is a five-year plan for the City to continue to reduce pollutants that enter into the rivers and stream from stormwater runoff and pollution discharges. The City's population is approximately 4,115 people, which classifies them as a Small MS4 Level I category with a population less than 10,000. The SWMP consists of five (5) or six (6) Minimal Control Measures (MCM). The sixth MCM is Industrial Stormwater Sources, which the City does not have Industrial Sources and therefore does not apply to the City. For each MCM, the SWMP illustrates Best Management Practices (BMP's) the City will continue to implement throughout the time frame of the five-year plan. These BMP's are detailed in the report and identified in the five-year schedule for the City to prioritize problems, identify solutions, implement correction strategies, track schedule progress through annual reporting, and continue to reduce pollutants entering local creeks, streams, and rivers.

From the TCEQ Water Quality Standards Review, the following endangered species was identified, providing additional rationale for the City of Ovilla to follow the SWMP.

Common Name:	Navasota ladies-tresses
Species:	Spiranthes parksii
Receiving Water Body:	Trinity River Basin

The Public Works Department will serve as the department responsible for continuing to implement the MBP's and be in compliance with the SWMP. The department will also continue to provide annual reports to the TCEQ, adhering to the permit using measurable goals while trying to find new creative ways to reducing stormwater runoff.

II. GENERAL

The City of Ovilla has developed this Stormwater Management Plan in accordance with the General Permit No. TXR040000, General Permit To Discharge Under The Texas Pollutant Discharge Elimination System, from the Texas Commission of Environmental Quality. The Stormwater Management Plan (SWMP) is based on six minimum control measures:

MCM 1. Public Education, Outreach, and Public Involvement

MCM 2. Illicit Discharge Detection and Elimination (IDDE)

MCM 3. Construction Site Stormwater Runoff Control

MCM 4. Post-Construction Stormwater Management in New Development and Redevelopment

MCM 5. Pollution Prevention and Good Housekeeping for Municipal Operations

MCM 6. Industrial Stormwater Sources

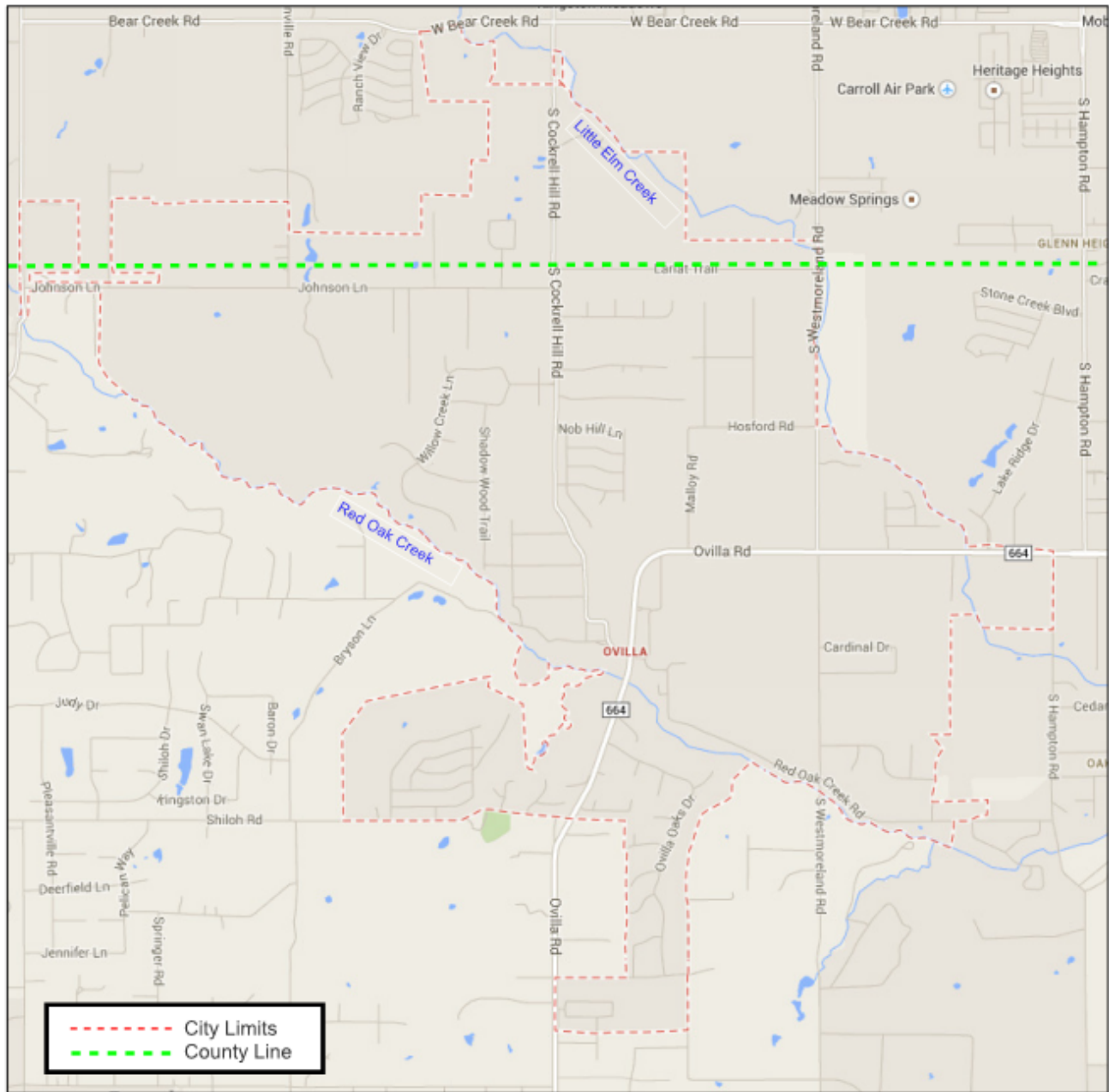
These minimum control measures are items required in Part III of the General Permit To Discharge Under The Texas Pollutant Discharge Elimination System. Each minimum control measure has goals and a schedule to complete each goal.

This program is created with goals that are to be completed with City staff and City funds. The Public Works Department is responsible for implementing of the SWMP.

Annual reports will be submitted stating the evaluation of each measurable goal performed that year. Results of any information collected that year will be submitted with the annual report and revision to the measurable goals, if necessary. The annual report will also summarize the measurable goals planned for the following year.

The City of Ovilla is located in the “Dallas – Fort Worth - Arlington urbanized area. Figure No. 1 below illustrates the current city limits of Ovilla, the Dallas-Ellis County Line, and the water bodies receiving the stormwater from the MS4 Operator, being the City

Figure No. 1 - Location Map



MCM 1. PUBLIC EDUCATION, OUTREACH AND PUBLIC INVOLVEMENT

The General Permit To Discharge Under The Texas Pollutant Discharge Elimination System requires the following:

- A. A public education program to distribute educational materials to the community or conduct equivalent outreach activities that will be used to inform the following groups within the Municipal Separate Storm Sewer System (MS4) area:
 - 1) Residents;
 - 2) Visitors;
 - 3) Public Service Employees;
 - 4) Businesses;
 - 5) Commercial and Industrial Facilities; and
 - 6) Construction Site Personnel.

The outreach must inform the public about the impacts polluted stormwater run-off can have on water quality, hazards associated with illegal discharges and improper disposal of waste, and ways they can minimize their impact on stormwater quality.

- B. Via documentation, the MS4 operator must ensure that a reasonable attempt was made to reach all constituents within the MS4 area to meet this measure.

The tables on the next page state the best management practices (BMP) goals necessary to implement this minimum control measure, the City department responsible for implementation, and outlines the implementation schedule.

MCM 1. - PUBLIC EDUCATION AND OUTREACH

Best Management Practices	BMP Description	Personnel Responsible	Measurable Goals	Implementation Schedule
RESIDENTS				
BMP 1.1 Pamphlets	Develop educational material to residents. The pamphlets will include stormwater education in general per the TCEQ general permit guidelines. Pamphlets will also include information specifically relating to fertilizer, herbicide and pesticide usage, proper disposal of household hazardous waste and oils and other educational and participatory opportunities.	Director of Public Works	<ul style="list-style-type: none"> Review and determine if any information in existing needs to be revised. Document all findings and update yearly. 	December 2019
			<ul style="list-style-type: none"> Distribute pamphlets to all developers to place in new homes. Track number of pamphlets distributed yearly. 	December 2020-December 2023
			<ul style="list-style-type: none"> Place twenty pamphlets per month on bulletin boards at City Hall. Document and photograph. 	December 2020-December 2023
			<ul style="list-style-type: none"> Continue to send pamphlet to all Citizens once a year. Document number of pamphlets distributed yearly. 	December 2020-December 2023
			<ul style="list-style-type: none"> Distribute pamphlets to all developers to place in new homes. Record number of pamphlets distributed yearly. 	December 2020-December 2023
BMP 1.2 Web Site	Update one stormwater web page for the City at the end of each year. The web page will include stormwater education in general per the TCEQ general permit guidelines. The web site will include a stormwater hot line and links to other local, state and national stormwater web sites.	Director of Public Works	<ul style="list-style-type: none"> Update the Web Page (www.cityofovilla.org) and post SWMP on Home Page at the end of each year. 	Completed
			<ul style="list-style-type: none"> Obtain and record all public feedback regarding stormwater program solicited via the web page and hot line number. 	December 2019-December 2023

Best Management Practices	BMP Description	Personnel Responsible	Measurable Goals	Implementation Schedule
BMP 1.3 Stormwater Display	Create one stormwater display w/pamphlets created in BMP 1.1. The stormwater display will include stormwater education in general per the TCEQ general permit guidelines. The stormwater display will be displayed at City Hall.	Director of Public Works	• Update one Display Stormwater.	December 2019-December 2023
			• One display at City Hall.	December 2019-December 2023
			• One display of twenty Pamphlets and twenty Handouts Displayed in Office, per month.	December 2019-December 2023
BMP 1.4 Educational Curriculum	Discuss all stormwater education to the Cities of Glenn Heights, Midlothian and Red Oak. Stormwater education will be based on the TCEQ General Permit Guidelines.	Director of Public Works	• Continue to discuss all the City's Phase II stormwater educational goals with Cities of Glenn Heights, Midlothian and Red Oak. Document meetings.	December 2019-December 2023
			• Continue the one partnership with Cities of Glenn Heights, Midlothian and Red Oak to provide all information on available stormwater educational material. Document meetings.	December 2019-December 2023
BMP 1.5 Public Service Announcement	Develop public service announcements to be posted on local media sources. The public service announcements will include stormwater education in general per the TCEQ general permit guidelines. The service announcements will have information specifically relating to fertilizer, herbicide & pesticide usage, proper disposal of household hazardous waste and oils and other educational & participatory opportunities.	Director of Public Works	• Work with NCTCOG resources to receive all information and receive public interactions through cable channel or local newspaper PSA's. Establish one schedule for PSA's and publish minimum of four per year.	December 2019-December 2023
			• Review and revise all the Public Service Announcements at the end of each year.	December 2019-December 2023
			• Print one Public Service Announcement once a year in the Ovilla Town Topics Mailing.	December 2019-December 2023

Best Management Practices	BMP Description	Personnel Responsible	Measurable Goals	Implementation Schedule
BMP 1.6 Storm Drain Markers	Place one storm drain marker on each local storm drains in an effort to increase awareness and to prevent dumping into the storm drain system.	Director of Public Works	• All existing inlets have been marked.	Completed
			• Mark all new inlets as new improvements occurs. Document new construction list.	December 2019-December 2023
			• Continue implementation of the City’s plan for installing storm drain markers on all storm draining, achieving the 100% marked goal by the end of the 5 th year.	December 2019-December 2020
BMP 1.7 Bumper Stickers	Place at least one bumper sticker on all City vehicles. Bumper stickers will display messages stating not to dump into the storm drain system. The bumper stickers will increase awareness.	Director of Public Works	• Update bumper sticker to be placed on all City vehicles and replace at the end of each year. Complete bumper stickers for all City vehicles within 2 years.	December 2019-December 2020
BMP 1.8 “Take Care of Texas”	Become a member of the “Take Care of Texas” program.	Director of Public Works	• Continue to be a yearly active member of “Take Care of Texas”.	December 2019-December 2023
			• Update material on the City website annually.	December 2019-December 2023
PUBLIC SERVICE EMPLOYEES				
BMP 1.9 Education	Develop a program to have at least one employee or civic leader attend an educational conference once per year. Have that employee or civic leader teach other city employees and leaders what he or she learned. The purpose is to gather valuable training and teach others to further educate the City staff.	Director of Public Works	• Continue education program available to all employees.	December 2019-December 2023
			• Have at least one employee representing the City attend an educational conference annually.	December 2019-December 2023
			• Have at least one employee develop a workshop to teach all other City employees & leaders.	December 2019-December 2023

Best Management Practices	BMP Description	Personnel Responsible	Measurable Goals	Implementation Schedule
COMMERCIAL AND INDUSTRIAL FACILITIES				
See BMP 1.1 - Pamphlets				
BMP 1.10 Business Partnership	Develop a relationship with all local businesses in MS4 area.	Director of Public Works	• Have at least one employee to Contact Businesses once a year.	December 2019-December 2023
			• Discuss Overall Plan with at least one employee and business at least once a year.	December 2019-December 2023
			• Meet with Business annually to distribute information.	December 2019-December 2023
CONSTRUCTION SITE PERSONNEL				
See BMP 1.1 - Pamphlets				
BMP 1.11 Stormwater Pollution Prevention Plan (SW3P) Details Page	Develop a standard details page that all construction personnel will adhere to. This will help eliminate confusions that may occur with erosion control.	Director of Public Works	• Developed a SW3P detail sheet (to be inserted in all construction plans).	Completed
			• Continue to have all contractors include the BMP detail sheet in their construction plans.	December 2019-December 2023

- C. Identify and implement a public involvement and participation program. This must include provisions to allow opportunities for all constituents within the MS4 area to participate in the stormwater management program development and implementation.
- D. The MS4 operator must, at a minimum, comply with State and local public notice requirements when implementing a public involvement/participation program.
- E. The MS4 operator must, via documented efforts, ensure that sufficient opportunities were allotted to involve all constituents interested in participating in the program process to meet this measure. Correctional facilities will not be required to implement this MCM.

The tables on the next page state the best management practices (BMP) goals necessary to implement this minimum control measure, the City department responsible for implementation, and outlines the implementation schedule.

MCM 1. - PUBLIC INVOLVEMENT

Best Management Practices	BMP Description	Personnel Responsible	Measurable Goals	Implementation Schedule
BMP 1.1 Citizen Panel	Establish a citizen panel to help implement the stormwater management plan.	Director of Public Works	<ul style="list-style-type: none"> Establish a Citizen Panel with at least two employees. 	December 2019-December 2020
			<ul style="list-style-type: none"> Review all the progress and input on a program. Report progress to Council. 	December 2019-December 2020
			<ul style="list-style-type: none"> Have Citizen Panel meet at least once a year to review the annual report. Make comments on the plan. 	December 2021-December 2023
BMP 1.2 Panel Groups	Develop a program for the Citizen Panel to meet with specific groups once a year to discuss the stormwater management plan and gather any comments the group may have.	Director of Public Works	<ul style="list-style-type: none"> Develop a schedule to have Citizen Panel meet with specific groups in Ovilla once a year. 	December 2020-December 2021
			<ul style="list-style-type: none"> Have Citizen Panel meet a specific group in Ovilla (Community leaders, Business Leaders, Homeowners Association, etc.) at least once a year to discuss issues about the Stormwater Management Plan. 	December 2021-December 2023
BMP 1.3 Public Service Announcements	Develop a schedule to issue Public Service Announcements by Newsletter about annual meetings on the Stormwater Management Plan.	Director of Public Works	<ul style="list-style-type: none"> Continue to issue all public service announcements at least two weeks before the annual meeting. 	December 2019-December 2023
BMP 1.4 Storm Inlets Stencil	Develop a program to have community groups place storm stencil or stick-ons at inlets.	Director of Public Works	<ul style="list-style-type: none"> Continue to meet with Boy Scouts, Girl Scouts, schools, etc. Try to have 25% of inlets stenciled each year. 	December 2019-December 2023

Best Management Practices	BMP Description	Personnel Responsible	Measurable Goals	Implementation Schedule
BMP 1.5 Take Care of Texas	Become an affiliate of “Take Care of Texas.org” and develop program that meets goals.	Director of Public Works	<ul style="list-style-type: none"> Continue to be a yearly affiliate of “Take Care of Texas” Program and informed through email updates. 	December 2019-December 2023
BMP 1.6 Stormwater Hotline	Establish a Stormwater Hotline that allows the community to report violations to the Stormwater Management Plan.	Director of Public Works	<ul style="list-style-type: none"> Continue to provide full access for stormwater hotline through website link and contacting City Hall. NOTE: City phone number is available on website. 	December 2019-December 2023

MCM 2. ILLICIT DISCHARGE DETECTION AND ELIMINATION

The General Permit To Discharge Under The Texas Pollutant Discharge Elimination System requires the following:

A. Illicit Discharges

This section of the SWMP establishes a program to detect and eliminate illicit discharges to the MS4 and includes the manner, ordinance or other regulatory mechanism, used to effectively prohibit illicit discharges.

1) Detection

The SWMP must list the techniques used for detecting illicit discharges. MS4 operator will screen regulated outfalls during the MS4 permit term, and focus on the discharges to waters with impaired segments.

2) Elimination

The SWMP must include appropriate enforcement procedures and actions for removing the source of an illicit discharge.

B. Non-Stormwater Discharges

This section of the SWMP establishes a program to detect and address non-stormwater discharges and illegal dumping to the MS4. All non-stormwater flows, including those listed in Part II. B and Part VII. B of the General Permit To Discharge Under The Texas Pollutant Discharge Elimination System will be evaluated by the permittee to determine if they are a significant contributor of pollutants to the MS4. All non-stormwater discharge that is determined to be a significant pollutant will be prohibited. The prohibition will be done through an ordinance or other regulatory mechanism. The ordinance or regulations must include appropriate enforcement procedures and actions.

Firefighting activities are excluded from being prohibited and only need to be addressed if they are determined to be a significant contributor of pollutants to the MS4.

C. Incidental Non-Stormwater Discharges

A list of occasional incidental non-stormwater discharges that will not be addressed as illicit discharges may also be developed. If developed, the listed discharges must not be reasonably expected to be significant sources of pollutants, because of either the nature of the discharge or the conditions that have been established for allowing these

discharges to the MS4. Any local controls or conditions placed on these discharges must be documented in the SWMP. The SWMP must also include a provision prohibiting any individual non-stormwater discharge that is determined to be contributing significant amounts of pollutants to the MS4.

D. Storm Sewer Map

- 1) A map of the Storm Sewer System must be developed and must include the following:
 - a) The location of storm sewer pipes, ditches, and other conveyances owned by the permittee, or at a minimum, the drainage area for each outfall;
 - b) The location of all major outfalls; and
 - c) The names and locations of all waters of the U.S. that receive discharges from the outfalls, and locations of those impaired surface waters receiving discharges.
- 2) The SWMP must include the source of information used to develop the storm sewer map, including how the outfalls were verified and how the map will be regularly updated.

The tables on the next page state the best management practices (BMP) goals necessary to implement this minimum control measure, the City department responsible for implementation, and outlines the implementation schedule.

MCM 2. - ILLICIT DISCHARGE DETECTION AND ELIMINATION

Best Management Practices	BMP Description	Personnel Responsible	Measurable Goals	Implementation Schedule
ILLICIT DISCHARGE DETECTION AND ELIMINATION				
BMP 2.1 Dry Weather Screening	Develop a program to screen all City's Stormwater outfalls and surface water flows on the discharges to waters of the U.S.	Director of Public Works	<ul style="list-style-type: none"> Identify all outfalls and surface water flows that may regularly be contributing to stormwater pollution and contain all illicit discharges. 	December 2019-December 2020
			<ul style="list-style-type: none"> Develop a dry weather screening program and train appropriate personnel with purchase of stormwater screening kits. 	December 2019-December 2020
			<ul style="list-style-type: none"> Conduct visual dry weather screening of 25% of the City's Stormwater outfalls per year for all outfalls in target areas. Purchase screening test update(s) at the end of each year. 	December 2021-December 2023
BMP 2.2 Illicit Discharges Detection	Conduct inspections of all sites suspected of illicit discharge.	Director of Public Works	<ul style="list-style-type: none"> Train all Public Works employees on inspection of sites suspected of illegal discharge. 	December 2019-December 2023
			<ul style="list-style-type: none"> Conduct inspections in accordance with inspection procedures for identified or suspected sources of illicit discharges or illegal dumping identified from dry weather screening, smoke testing, and from tips received from the City's stormwater hotline. Record inspections and dates of occurrences. Establish fines for illicit discharges and illegal dumping. Record fines and report annually. 	December 2019-December 2023
BMP 2.3 Sanitary Sewer Smoke Testing	Conduct smoke tests of at least 25% public sanitary sewer lines per year to determine cross-connections with the City's storm sewer system.	Director of Public Works	<ul style="list-style-type: none"> Develop a program on sanitary sewer smoke testing. 	December 2021-December 2022
			<ul style="list-style-type: none"> Conduct a sanitary sewer smoke testing of the City's sanitary sewer system per year. 25% of the system per year. 	December 2022-December 2023

Best Management Practices	BMP Description	Personnel Responsible	Measurable Goals	Implementation Schedule
BMP 2.4 Elimination of Illicit Connections	Develop a program to eliminate all illicit connections found in the City’s stormwater system.	Director of Public Works	• Update standard verification procedures at the end of each year. Record dates of inspection and sources.	December 2019-December 2023
			• Train appropriate personnel on program.	December 2019-December 2023
			• Record number of all identified illicit connections found and actions taken to eliminate all illicit connections. Continue to require & verify the elimination of all identified illicit connections.	December 2019-December 2023
NON-STORM WATER DISCHARGES				
BMP 2.5 Non-Stormwater Discharge Program	Develop a program and ordinance that addresses all non-stormwater discharge and methods to remedy the situation.	Director of Public Works	• Continue to inspect all suspected sites and require all property owners to eliminate the cause.	December 2019-December 2023
			• Continue to train all appropriate personnel on the program.	December 2019-December 2023
STORM SEWER MAP				
BMP 2.6 Storm Sewer Map	Develop a map of the City’s storm sewer system as required by the TCEQ’s general permit.	Director of Public Works	• Prepare a City Storm Sewer System Map of existing facilities and as development occurs. Develop 25% of the map per year. Map will include outfalls and name all surface waters receiving MS4 discharge.	December 2019-December 2023

MCM 3. CONSTRUCTION SITE STORMWATER RUNOFF CONTROL

The General Permit To Discharge Under the Texas Pollutant Discharge Elimination Systems requires the following:

The City prohibits the following items to be discharged into the stormwater runoff:

- 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;
- d. Soaps or solvents used in vehicle and equipment washings; and
- e. Discharges from dewatering activities, including discharges from dewatering of trenches and excavations, unless managed by appropriate Best Management Practices (BMPs).

The MS4 operator must develop, implement, and enforce a program to reduce pollutants in any stormwater runoff to the MS4 from construction activities that result in a land disturbance greater than or equal to one acre or if that construction activity is part of a larger common plan of development or sale that would disturb one acre or more. The MS4 operator is not required to develop, implement, and/or enforce a program to reduce pollutant discharges from sites that the TCEQ has waived the permitting requirements for stormwater discharges associated with small construction activities.

- A. The program must include the development and implementation of, at a minimum, an ordinance or other regulatory mechanism to require erosion and sediment controls, as well as sanctions to ensure compliance, to the extent allowable under State and local law.
- B. Requirements for construction site contractors to, at a minimum:
 - 1) Implement appropriate erosion and sediment control best management practices; and
 - 2) Control waste such as discarded building materials, concrete truck washout water, chemicals, litter, and sanitary waste at the construction site that may cause adverse impacts to water quality;
- C. The MS4 operator must develop procedures for:
 - 1) Site plan review which incorporate consideration of potential water quality impacts;

- 2) Receipt and consideration of information submitted by the public; and
- 3) Site inspection and enforcement of control measures

MS4 operator shall incorporate procedures that address discharges that impaired segment with Total Maximum Daily Loads (TMDL).

The tables on the next page state the best management practices (BMP) goals necessary to implement this minimum control measure, the City department responsible for implementation, and outlines the implementation schedule.

MCM 3. - CONSTRUCTION SITE STORMWATER RUNOFF CONTROL

Best Management Practices	BMP Description	Personnel Responsible	Measurable Goals	Implementation Schedule
BMP 3.1 Construction Site Stormwater Runoff Control	Develop and implement a program on controlling all erosion, sediment, and minimizing pollutant discharge at construction sites greater than one acre, or less than one acre that are part of a development that will eventually disturb an acre or more.	Director of Public Works	<ul style="list-style-type: none"> All contractors shall adhere to TCEQ Construction General Permit. Continue to enforce all erosion control measures at all construction sites. SWPPP & Erosion control plans shall be submitted to City for review prior to any construction start of a project that is one acre or larger. All phases include pre, during and post construction activities. Update all methods for City to enforce all erosion control plans during construction. 	December 2019-December 2023
BMP 3.2 Details	Review and update all standard construction details at the end of each year.	Director of Public Works	<ul style="list-style-type: none"> Review all standard SW3P detail sheets at least once a year and update at the end of each year. They shall be inserted in all construction plans by end of December 2020. 	December 2019-December 2023
BMP 3.3 Inspections	Conduct construction site inspections at least once a month.	Director of Public Works	<ul style="list-style-type: none"> Implement all site inspection procedures that will verify erosion control plans are being implemented and maintained as development occurs. In addition to erosion review site water that can impact water quality. Conduct site inspections at least once per month on all construction sites to inspect erosion control measures. 	December 2019-December 2023

Best Management Practices	BMP Description	Personnel Responsible	Measurable Goals	Implementation Schedule
BMP 3.4 Water Quality	Develop a method to assess and recommend correction to potential water quality issues during site plan review.	Director of Public Works	<ul style="list-style-type: none"> Continue to implement site plan review recommendation to minimize impact on water quality concerns as development occurs. 	December 2019-December 2023
BMP 3.5 New Construction & Land Disturbances	Develop a program to maintain new construction and land disturbances in the City in order to reduce the amount of erosion, control sediment, and minimize pollutant discharge in the water.	Director of Public Works	<ul style="list-style-type: none"> Update the standard SWPPP details page to be inserted in all construction plans by the end of year 2020. Receive/review copies of SWPPP for all land development projects. 	December 2019-December 2023
			<ul style="list-style-type: none"> Train all City inspectors in erosion control when City hires inspections. 	December 2019-December 2023
			<ul style="list-style-type: none"> Continue to implement erosion control for all City Projects where the land disturbance is more than one-acre. 	December 2019-December 2023
BMP 3.6 Response to Hotline Call-ins (BMP 2.6)	Determine a procedure on how to pass hotline call-ins to Public Works Department. Update annually.	Director of Public Works	<ul style="list-style-type: none"> Update the procedure (email or call in to City Hall) to get call-in information to Public Works. Investigate in field and respond within 5 business days. 	December 2019-December 2023
			<ul style="list-style-type: none"> Update procedure annually to investigate information received from public. 	December 2019-December 2023
BMP 3.7 Control of Site Waste	Determine what site waste would be, and determine an effective way to minimize adverse effects on stormwater run-off.	Director of Public Works	<ul style="list-style-type: none"> Educate all public works employees, on what site waste (wastewater washout, fuels, oils, soap, etc.) would be and effects on stormwater at construction site. 	December 2019-December 2023
			<ul style="list-style-type: none"> Prepare a checklist for staff to verify waste items on construction sites. Review and update by December of each year. 	December 2019-December 2023

MCM 4. POST-CONSTRUCTION STORMWATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT

The General Permit To Discharge Under The Texas Pollutant Discharge Elimination System requires the following:

The MS4 operator must develop, implement, and enforce a program to address stormwater runoff from new development and redevelopment projects that disturb greater than or equal to one acre, including projects less than one acre that are part of a larger common plan of development of sale that will result in disturbance of one or more acres, that discharge into the small MS4. The program must ensure that controls are in place that would prevent or minimize water quality impacts;

- A. Develop and implement strategies which include a combination of structural and/or non-structural BMPs appropriate for your community;
- B. Use an ordinance or other regulatory mechanism to address post-construction runoff from new development and redevelopment projects to the extent allowable under State and local law; and
- C. Ensure adequate long-term operation and maintenance of BMPs.

The tables on the next page state the best management practices (BMP) goals necessary to implement this minimum control measure, the City department responsible for implementation, and outlines the implementation schedule.

MCM 4. - POST-CONSTRUCTION STORMWATER MANAGEMENT
IN NEW DEVELOPMENT AND REDEVELOPMENT

Best Management Practices	BMP Description	Personnel Responsible	Measurable Goals	Implementation Schedule
BMP 4.1 Post Construction Stormwater Management Ordinance	Update a method of notification, a method to fine and a method to correct post construction runoff.	Director of Public Works	<ul style="list-style-type: none"> Ordinance adopted. Keep records of any enforcement actions and fines. 	In-Place
BMP 4.2 Implementation of Ordinance	Update a program to inspect all construction sites greater than one acre (new and re-development) with all city inspectors.	Director of Public Works	<ul style="list-style-type: none"> Update a program by December of each year to inspect completed projects at regular intervals (quarterly within first year) to ensure compliance with post construction requirements. Review the program at least once a year. 	December 2019-December 2023
BMP 4.3 Review of Effectiveness of Post Construction BMP	Update a program to assess all post construction BMP on regular basis with all city inspectors.	Director of Public Works	<ul style="list-style-type: none"> After each year of initial program have staff evaluate effectiveness of post construction BMPs, creates list any of revisions, additions and deletions. Determine all necessary changes in BMP standard details. 	December 2019-December 2023

MCM 5. POLLUTION PREVENTION / GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

The General Permit To Discharge Under The Texas Pollutant Discharge Elimination System requires the following:

A section within the SWMP must be developed to establish an operation and maintenance program. The operation and maintenance program must have the ultimate goal of identifying methods and practices for conducting municipal operations in a manner to prevent or reduce pollution in stormwater runoff.

All vendors and contractors contracted by the City are required to follow and to comply will all stormwater control measures and have oversight procedures performed by City staff included in their contracts signed or the City shall provide inspection.

A. Good Housekeeping and Best Management Practices

Controls must be used to reduce or eliminate the discharge of pollutants when runoff from municipal operations is determined to be a significant contributor of pollution to the MS4. Examples of municipal operations and municipally owned areas include, but are not limited to:

- 1) Park and open space maintenance;
- 2) Street, road, or highway maintenance;
- 3) Fleet and building maintenance;
- 4) Stormwater system maintenance;
- 5) New construction and land disturbances;
- 6) Municipal parking lots;
- 7) Vehicle and equipment maintenance and storage yards;
- 8) Sand storage locations.

B. Training

A training program must be developed for all employees responsible for municipal operations subject to the pollution prevention/good housekeeping program. The training program must include training materials directed at preventing and reducing stormwater pollution from municipal. Examples or descriptions of training materials being used must be included in the SWMP.

C. Structural Control Maintenance

If best management practices include structural controls, maintenance of the controls must be performed at a frequency determined by the MS4 operator and consistent with maintaining the effectiveness of the BMP. The SWMP must list all of the following:

- 1) Maintenance activities;
- 2) Maintenance schedules; and
- 3) Long-term inspection procedures for controls used to reduce floatable and other pollutants.

D. Disposal of Waste

Waste removed from the MS4, from structural controls, or collected as a result of municipal operations and maintenance activities must be properly disposed. A section within the SWMP must be developed to include procedures for the proper disposal of waste, including:

- 1) Dredge spoil;
- 2) Accumulated sediments; and
- 3) Floatable.

E. Municipal Operations and Industrial Activities

The SWMP must include a list of all:

- 1) Municipal operations that are subject to the operation, maintenance, or training program developed under the conditions of this section; and
- 2) Municipally owned or operated industrial activities that are subject to TPDES stormwater regulations.

The SWMP must include an individual permit number, general permit authorization number, or a copy of a signed NOI or NEC (no exposure certification form for TPDES General Permit TXR05000) for each industrial activity conducted by the MS4 and subject to TPDES stormwater regulations. If an NOI or NEC has been submitted, but an acknowledgment has not yet been received from the TCEQ, a copy of the submitted NOI or NEC Form may be made readily available.

Training

There is no current training program for the City of Ovilla. Development of the training program is scheduled to occur during the first year of the general permit (see BMP 4.10 on

Page 21). The Stormwater Management Plan will be revised to include examples and descriptions of training materials after they are developed.

Structural Control Maintenance

There are no current structural controls identified under the current Stormwater Management Plan. Any structural controls implemented during this Stormwater Management Plan will be listed in the annual report. Maintenance activities, schedules and inspection procedures will be addressed at that time.

Disposal Of Waste

All dredge spoil, accumulated sediments and floatable collected from BMP 4.1 through BMP 4.13 will properly disposed of at a nearby landfill.

Municipal Operations and Industrial Activities

The municipal operations that are subject to the operation, maintenance or training program developed under the conditions of this section are listed in BMP 5.1 to BMP 5.9.

The tables on the next page state the best management practices (BMP) goals necessary to implement this minimum control measure, the City department responsible for implementation, and outlines the implementation schedule.

MCM 5. - POLLUTION PREVENTION / GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

Best Management Practices	BMP Description	Personnel Responsible	Measurable Goals	Implementation Schedule
GOOD HOUSEKEEPING AND BEST MANAGEMENT PRACTICES				
BMP 5.1 Park and Open Space Maintenance	Develop a program to maintain the parks and open space in the City in order to reduce the amounts of pollutants entering in the water.	Director of Public Works	• Refer to “Take Care of Texas.org” website to Parks Department.	December 2019-December 2023
			• Implement a program to prohibit direct discharge of chlorinated water from residential swimming pools.	December 2019-December 2023
			• Implement a standard SW3P details page to be inserted in all construction plans.	December 2019-December 2023
			• Train employees on erosion control practice.	December 2019-December 2023
			• Evaluate park irrigation system. Consider installing drip or trickle irrigation systems for future irrigation systems.	December 2019-December 2023
			• Install at least one rain sensor at all park irrigation systems and inspect installed sensors annually.	December 2019-December 2023
			• Implement a herbicide and pesticide management program. Review and update the program at the end of each year.	December 2019-December 2023
BMP 5.2 Street, Road and Highway Maintenance	Develop a program to maintain the streets, roads and highways in the City in order to reduce the amounts of pollutants entering in the water.	Director of Public Works	• Implement an annual street sweeping program. Sweep, curb, gutter and streets.	December 2019-December 2023

Best Management Practices	BMP Description	Personnel Responsible	Measurable Goals	Implementation Schedule
BMP 5.3 Fleet and Building Maintenance	Develop a program to maintain the fleet center in the City in order to reduce the amounts of pollutants entering in the water.	Director of Public Works	<ul style="list-style-type: none"> Continue assessment of existing fleet center operations and infrastructure. Make all improvements based on the recommendations of the assessment. 	December 2019-December 2023
			<ul style="list-style-type: none"> Continue to implement a stormwater management plan for the fleet center. Review and update annually. 	December 2019-December 2023
			<ul style="list-style-type: none"> Continue to implement a spill response plan for the fleet center. Review and update annually. 	December 2019-December 2023
BMP 5.4 Stormwater System Maintenance	Develop a program to maintain the City's storm sewer system in order to reduce the amounts of pollutants entering in the water.	Director of Public Works	<ul style="list-style-type: none"> Implement a schedule and a program for conducting visual inspections of the City's storm sewer inlets. Continue conducting visual inspections of the City's storm sewer at least 25% per year. 	December 2019-December 2023
			<ul style="list-style-type: none"> Continue to monitor and track all storm sewer cleaning activities. 	December 2019-December 2023
			<ul style="list-style-type: none"> Continue to schedule and track all outfall cleaning. 	December 2019-December 2023
			<ul style="list-style-type: none"> Continue to implement a program to track the amount of trash, sediment and other pollutants removed during cleaning. 	December 2019-December 2023
BMP 5.5 New Construction & Land Disturbances	Develop a program to maintain new construction and land disturbances in the City in order to reduce the amounts of pollutants entering in the water.	Director of Public Works	<ul style="list-style-type: none"> Update the standard SW3P details page to be inserted in all construction plans, at least once per year. 	December 2019-December 2023
			<ul style="list-style-type: none"> Continue to train all city inspectors in erosion control. 	December 2019-December 2023
			<ul style="list-style-type: none"> Continue to implement erosion control for all City Projects where the land disturbance is more than one-acre. 	December 2019-December 2023

Best Management Practices	BMP Description	Personnel Responsible	Measurable Goals	Implementation Schedule
BMP 5.6 Municipal Parking Lots	Develop a program to maintain municipal parking lots in the City in order to reduce the amounts of pollutants entering in the water.	Director of Public Works	• Continue to clean and sweep all City parking lots at least once a month.	December 2019-December 2023
			• Continue to implement a stormwater management plan for all the City parking lots.	December 2019-December 2023
BMP 5.7 Vehicle and Equipment Maintenance and Storage Yards	Develop a program to maintain vehicles, equipment and storage yards in the City in order to reduce the amounts of pollutants entering in the water.	Director of Public Works	• Continue to assessment of washdown and maintenance all facilities & make improvements based on the recommendations.	December 2019-December 2023
			• Continue to implement a stormwater management plan for the washdown and maintenance facilities.	December 2019-December 2023
			• Continue to implement a spill response plan for the washdown and maintenance facilities.	December 2019-December 2023
			• Continue to implement a inspection schedule for all equipment.	December 2019-December 2023
BMP 5.8 Salt/Sand Storage Location	Develop a program to maintain the salt/sand storage locations in the City in order to reduce the amounts of pollutants entering in the water.	Director of Public Works	• Continue assessment of all the sand storage locations and make improvements based on the recommendations (at pump station).	December 2019-December 2023
			• Update a stormwater management plan for the sand storage locations.	December 2019-December 2023
BMP 5.9 Inventory of Permittee-Owned Facilities and Controls	Develop and maintain an inventory of City owned and operated facilities and controls.	Director of Public Works	• Gather all information of City-owned and operated facilities to inventory.	December 2021
			• Create one inventory list of City-owned and operated facilities.	December 2022
			• Review and update an inventory list of City-owned and operated facilities.	December 2023

Best Management Practices	BMP Description	Personnel Responsible	Measurable Goals	Implementation Schedule
TRAINING				
BMP 5.10 Municipal Operation and Maintenance Activities	Identify all pollutants of concern that could be discharged from operation and maintenance activities.	Director of Public Works	• Analyze the list of all maintenance activities and all possible pollutants.	December 2019-December 2021
			• Identify all pollutants of concern and list them.	December 2022
			• Review and update the list of all pollutants of concern from Operation and Maintenance Activities.	December 2023
BMP 5.11 Good Housekeeping and Pollution Prevention Training	Develop a training program to train all City employees in good housekeeping and pollution prevention	Director of Public Works	• Continue the training program, such as viewing SWAP DVD's at least once a year.	December 2019-December 2023
			• Continue to implement the training program to all City employees at end of each year.	December 2019-December 2023
			• Continue to implement the training program to all new employees six months after they are hired.	December 2019-December 2023

MCM 6. INDUSTRIAL STORMWATER SOURCES

MCM 6 - Industrial Stormwater Sources, applies to MS4 operators categorized as Level 4, based on population served. The City of Ovilla is a Level 1 MS4 operator and therefore, MCM 6 is not applicable to the City.

APPENDIX “A”

Stormwater Master Plan Implementation Schedule

BMP 1.1 Pamphlets

December 2019	December 2020	December 2021	December 2022	December 2023
Review and determine if any information in existing needs to be revised. Document all findings and update yearly.				
Distribute pamphlets to all developers to place in new homes. Track number of pamphlets distributed yearly.				
Place twenty pamphlets per month on bulletin boards at City Hall. Document and photograph.				
Continue to send pamphlet to all Citizens once a year. Document number of pamphlets distributed yearly.				
Distribute pamphlets to all developers to place in new homes. Record number of pamphlets distributed yearly.				

BMP 1.2 Website Link

December 2019	December 2020	December 2021	December 2022	December 2023
Update the Web Page (www.cityofvilla.org) and post SWMP on Home Page at the end of each year.				
Obtain and record all public feedback regarding stormwater program solicited via the web page and hot line number.				

BMP 1.3 Storm Water Display

December 2019	December 2020	December 2021	December 2022	December 2023
Update one Display Stormwater.				
One display at City Hall.				
One display of twenty Pamphlets and twenty Handouts Displayed in Office, per month.				

BMP 1.4 Educational Curriculum

December 2019	December 2020	December 2021	December 2022	December 2023
Continue to discuss all the City's Phase II stormwater educational goals with Cities of Glenn Heights, Midlothian and Red Oak. Document meetings.				
Continue the one partnership with Cities of Glenn Heights, Midlothian and Red Oak to provide all information on available stormwater educational material. Document meetings.				

BMP 1.5 Public Service Announcement

December 2019	December 2020	December 2021	December 2022	December 2023
Work with NCTCOG resources to receive all information and receive public interactions through cable channel or local newspaper PSA's. Establish one schedule for PSA's and publish minimum of four per year.				
Review and revise all the Public Service Announcements at the end of each year.				
Print one Public Service Announcement once a year in the Ovilla Town Topics Mailing.				

BMP 1.6 Storm Drain Markers

December 2019	December 2020	December 2021	December 2022	December 2023
All existing inlets have been marked.				
Mark all new inlets as new improvements occurs. Document new construction list.				
Continue implementation of the City's plan for installing storm drain markers on all storm draining, achieving the 100% marked goal by the end of the 5th year.				

BMP 1.7 Bumper Stickers

December 2019	December 2020	December 2021	December 2022	December 2023
Update bumper sticker to be placed on all City vehicles and replace at the end of each year. Complete bumper stickers for all City vehicles within 2 years.				

BMP 1.8 Take Care of Texas

December 2019	December 2020	December 2021	December 2022	December 2023
Continue to be a yearly active member of "Take Care of Texas".				
Update material on the City website annually.				

BMP 1.9 Education

December 2019	December 2020	December 2021	December 2022	December 2023
Continue education program available to all employees.				
Have at least one employee representing the City attend an educational conference annually.				
Have at least one employee develop a workshop to teach all other City employees & leaders.				

BMP 1.10 Business Partnership

December 2019	December 2020	December 2021	December 2022	December 2023
Have at least one employee to Contact Businesses once a year.				
Discuss Overall Plan with at least one employee and business at least once a year				
Meet with Business annually to distribute information.				

BMP 1.11 SWPPP Details Page

December 2019	December 2020	December 2021	December 2022	December 2023
Developed a SW3P detail sheet (to be inserted in all construction plans).				
Continue to have all contractors include the BMP detail sheet in their construction plans.				

BMP 1.1 Citizen Panel

December 2019	December 2020	December 2021	December 2022	December 2023
Establish a Citizen Panel with at least two employees.				
Review all the progress and input on a program. Report progress to Council.				
Have Citizen Panel meet at least once per year to review the annual report and make comments on the plan.				

BMP 1.2 Panel Groups

December 2019	December 2020	December 2021	December 2022	December 2023
Develop a schedule to have Citizen Panel meet with specific groups in Ovilla once a year.				
Have Citizen Panel meet a specific group in Ovilla (Community leaders, Business Leaders, Homeowners Association, etc.) at least once a year to discuss issues about the Stormwater Management Plan.				

BMP 1.3 Public Service Announcements

December 2019	December 2020	December 2021	December 2022	December 2023
Continue to issue all public service announcements at least two weeks before the annual meeting.				

BMP 1.4 Storm Inlets Stencil

December 2019	December 2020	December 2021	December 2022	December 2023
Continue to meet with Boy Scouts, Girl Scouts, schools, etc. Try to have 25% of inlets stenciled each year.				

BMP 1.5 Take Care of Texas

December 2019	December 2020	December 2021	December 2022	December 2023
Continue to be a yearly affiliate of "Take Care of Texas" Program and informed through email updates.				

BMP 1.6 Storm Water Hotline

December 2019	December 2020	December 2021	December 2022	December 2023
Continue to provide full access for stormwater hotline through website link and contacting City Hall. NOTE: City phone number is available on website.				

BMP 2.1 Dry Weather Screening

December 2019	December 2020	December 2021	December 2022	December 2023
Identify all outfalls and surface water flows that may regularly be contributing to stormwater pollution and contain all illicit discharges.				
Develop a dry weather screening program and train appropriate personnel with purchase of stormwater screening kits.				
Conduct visual dry weather screening of 25% of the City's Stormwater outfalls per year for all outfalls in target areas. Purchase screening test update(s) at the end of each year.				

BMP 2.2 Illicit Discharges Detection

December 2019	December 2020	December 2021	December 2022	December 2023
Train all Public Works employees on inspection of sites suspected of illegal discharge.				
Conduct inspections in accordance with inspection procedures for identified or suspected sources of illicit discharges or illegal dumping identified from dry weather screening, smoke testing, and from tips received from the City's stormwater hotline. Record inspections and dates of occurrences. Establish fines for illicit discharges and illegal dumping. Record fines and report annually.				

BMP 2.3 Sanitary Sewer Smoke Testing

December 2019	December 2020	December 2021	December 2022	December 2023
Develop a program for sanitary sewer smoke testing.				
Conduct a sanitary sewer smoke testing of the City's sanitary sewer system per year. 25% of the system per year.				

BMP 2.4 Elimination of Illicit Connections

December 2019	December 2020	December 2021	December 2022	December 2023
Update standard verification procedures at the end of each year. Record dates of inspection and sources.				
Train appropriate personnel on program.				
Record number of all identified illicit connections found and actions taken to eliminate all illicit connections. Continue to require & verify the elimination of all identified illicit connections.				

BMP 2.5 Non-Storm Water Discharge Program

December 2019	December 2020	December 2021	December 2022	December 2023
Continue to inspect all suspected sites and require property owners to eliminate the cause.				
Continue to train appropriate personnel on the program.				

BMP 2.6 Storm Sewer Map

December 2019	December 2020	December 2021	December 2022	December 2023
Prepare a City Storm Sewer System Map of existing facilities and as development occurs. Develop 25% of the map per year. Map will include outfalls and name all surface waters receiving MS4 discharge.				

BMP 3.1 Construction Site Storm Water Runoff Control

December 2019	December 2020	December 2021	December 2022	December 2023
All contractors shall adhere to TCEQ Construction General Permit. Continue to enforce all erosion control measures at all construction sites. SWPPP & Erosion control plans shall be submitted to City for review prior to any construction start of a project that is one acre or larger. All phases include pre, during and post construction activities. Update all methods for City to enforce all erosion control plans during construction.				

BMP 3.2 Details

December 2019	December 2020	December 2021	December 2022	December 2023
Review and update all standard SW3P detail sheets at the end of each year. They shall be inserted in all construction plans by end of December 2020.				

BMP 3.3 Inspections

December 2019	December 2020	December 2021	December 2022	December 2023
Implement all site inspection procedures that will verify erosion control plans are being implemented and maintained as development occurs. In addition to erosion review site water that can impact water quality. Conduct site inspections at least once per month on all construction sites to inspect erosion control measures.				

BMP 3.4 Water Quality

December 2019	December 2020	December 2021	December 2022	December 2023
Continue to implement site plan review recommendation to minimize impact on water quality concerns as development occurs.				

BMP 3.5 New Construction & Land Disturbances

December 2019	December 2020	December 2021	December 2022	December 2023
Update the standard SWPPP details page to be inserted in all construction plans by the end of year 2020. Receive/review copies of SWPPP for all land development projects.				
Train all City inspectors in erosion control when City hires inspections.				
Continue to implement erosion control for all City Projects where the land disturbance is more than one-acre.				

BMP 3.6 Response to Hotline Call-ins (BMP 1.6)

December 2019	December 2020	December 2021	December 2022	December 2023
Update the procedure (email or call in to City Hall) to get call-in information to Public Works. Investigate in field and respond within 5 business days.				
Update procedure annually to investigate information received from public.				

BMP 3.7 Control of Site Waste

December 2019	December 2020	December 2021	December 2022	December 2023
Educate all public works employees, on what site waste (wastewater washout, fuels, oils, soap, etc.) would be and effects on stormwater at construction site.				
Prepare a checklist for staff to verify waste items on construction sites. Review and update by December of each year.				

BMP 4.1 Post Construction Storm Water Management Ordinance

December 2019	December 2020	December 2021	December 2022	December 2023
Ordinance adopted. Keep records of any enforcement actions and fines.				

BMP 4.2 Implementation of Ordinance

December 2019	December 2020	December 2021	December 2022	December 2023
Update a program by December of each year to inspect completed projects at regular intervals (quarterly within first year) to ensure compliance with post construction requirements. Review the program at least once a year.				

BMP 4.3 Review of Effectiveness of Post Construction BMP

December 2019	December 2020	December 2021	December 2022	December 2023
After each year of initial program have staff evaluate effectiveness of post construction BMPs, creates list any of revisions, additions and deletions. Determine all necessary changes in B M P standard details.				

BMP 5.1 Park and Open Space Maintenance

December 2019	December 2020	December 2021	December 2022	December 2023
Refer to "Take Care of Texas.org" website to Parks Department.				
Implement a program to prohibit direct discharge of chlorinated water from residential swimming pools.				
Implement a standard SW3P details page to be inserted in all construction plans.				
Train employees on erosion control practice.				
Evaluate park irrigation system. Consider installing drip or trickle irrigation systems for future irrigation systems.				
Install at least one rain sensor at all park irrigation systems and inspect installed sensors annually.				
Implement a herbicide and pesticide management program. Review and update the program at the end of each year.				

BMP 5.2 Street, Road and Highway Maintenance

December 2019	December 2020	December 2021	December 2022	December 2023
Implement an annual street sweeping program. Sweep, curb, gutter and streets.				

BMP 5.3 Fleet and Building Maintenance

December 2019	December 2020	December 2021	December 2022	December 2023
Continue assessment of existing fleet center operations and infrastructure. Make all improvements based on the recommendations of the assessment.				
Continue to implement a stormwater management plan for the fleet center. Review and update annually.				
Continue to implement a spill response plan for the fleet center. Review and update annually.				

BMP 5.4 Storm Water System Maintenance

December 2019	December 2020	December 2021	December 2022	December 2023
Implement a schedule and a program for conducting visual inspections of the City's storm sewer inlets. Continue conducting visual inspections of the City's storm sewer at least 25% per year.				
Continue to monitor and track all storm sewer cleaning activities.				
Continue to schedule and track all outfall cleaning.				
Continue to implement a program to track the amount of trash, sediment and other pollutants removed during cleaning.				

BMP 5.5 New Construction & Land Disturbances

December 2019	December 2020	December 2021	December 2022	December 2023
Update the standard SW3P details page to be inserted in all construction plans, at least once per year.				
Continue to train all city inspectors in erosion control.				
Continue to implement erosion control for all City Projects where the land disturbance is more than one-acre.				

BMP 5.6 Municipal Parking Lots

December 2019	December 2020	December 2021	December 2022	December 2023
Continue to clean and sweep all City parking lots at least once a month.				
Continue to implement a stormwater management plan for all the City parking lots.				

BMP 5.7 Vehicle & Equipment Maintenance and Storage Yards

December 2019	December 2020	December 2021	December 2022	December 2023
Continue to assessment of washdown and maintenance all facilities & make improvements based on the recommendations.				
Continue to implement a stormwater management plan for the washdown and maintenance facilities.				
Continue to implement a spill response plan for the washdown and maintenance facilities.				
Continue to implement a inspection schedule for all equipment.				

BMP 5.8 Salt/Sand Storage Locations

December 2019	December 2020	December 2021	December 2022	December 2023
Continue assessment of all the sand storage locations and make improvements based on the recommendations (at pump station).				
Update a stormwater management plan for the sand storage locations.				

BMP 5.9 Good Housekeeping and Pollution Prevention Training

December 2019	December 2020	December 2021	December 2022	December 2023
<div>Gather all information of City-owned and operated facilities to inventory.</div> <div>Create one inventory list of City-owned and operated facilities.</div> <div>Review and update an inventory list of City-owned and operated facilities.</div>				

BMP 5.10 Municipal Operation and Maintenance Activities

December 2019	December 2020	December 2021	December 2022	December 2023
Analyze the list of all maintenance activities and all possible pollutants.				
Identify all pollutants of concern and list them.				
Review and update the list of all pollutants of concern from Operation and Maintenance Activities.				

BMP 5.11 Good Housekeeping and Pollution Prevention Training

December 2019	December 2020	December 2021	December 2022	December 2023
Continue the training program, such as viewing SWAP DVD's at least once a year.				
Continue to implement the training program to all City employees at end of each year.				
Continue to implement the training program to all new employees six months after they are hired.				

APPENDIX “B”

TCEQ Notice of Intent (NOI)
Form #20368



Notice of Intent (NOI) for Small Municipal Separate Storm Sewer Systems (MS4) authorized under TPDES Phase II MS4 General Permit TXR040000

IMPORTANT:

Use the [INSTRUCTIONS](#) to fill out each question in this form.

Once approved, your permit authorization can be viewed at:

<http://www.tceq.texas.gov/goto/wq-dpa>

APPLICATION FEE:

You must pay the **\$400** Application Fee to TCEQ for the application to be complete.

Payment and NOI must be mailed to separate addresses.

You can pay online at: <http://www.tceq.texas.gov/goto/epay>

Select Fee Type: GENERAL PERMIT MS4 PHASE II STORMWATER DISCHARGE NOI
APPLICATION

Provide your payment information below, for verification of payment:

Mailed Check/Money Order Number: 6217
Check/Money Order Amount: \$85.00
Name Printed on Check: EIKON

EPAY Voucher Number: 426061/426062 \$315.00

Is a copy of the Payment Voucher enclosed? ☒ Yes

**One (1) copy of the NOI, Stormwater Management Program (SWMP) cover sheet,
and SWMP MUST be submitted with the original NOI, SWMP cover sheet, and
SWMP.**

Is the copy attached? ☒ Yes

REASON FOR APPLICATION:

Select the reason you are submitting this application:

- ☐ New authorization
☒ Renewal of authorization number: TXR040020

Note: An authorization cannot be renewed after July 23, 2019

Section 1. OPERATOR (Applicant)

- a) If the applicant is currently a customer with TCEQ, what is the Customer Number (CN) issued to this entity? CN 600632129
- b) What is the exact Legal Name of the entity (applicant) applying for this permit?
City of Ovilla
- c) Complete and attach a Core Data Form (TCEQ-10400) for this customer.

Section 2. ANNUAL BILLING CONTACT

The operator is responsible for paying the annual water quality fee. The annual fee will be assessed to permits active on September 1 of each year. TCEQ will send a bill to the address provided in this section. The operator is responsible for terminating the permit when it is no longer needed.

Provide the name and contact information of the billing contact.

Prefix (Mr. or Ms.): Mr.

First and Last Name: Richard Dormier

Title: Mayor

Organization Name: City of Ovilla

Phone Number: 972-617-7262

Fax Number: 972-515-3221

Email: mayordormier@cityofovilla.org

Mailing Address: 105 South Cockrell Hill Road

City, State, and Zip Code: Ovilla, Texas 75154

Section 3. APPLICATION CONTACT

This is the person TCEQ will contact if additional information is needed about this application.

Provide the name and contact information of the application contact.

Prefix (Mr. or Ms.): Mr.

First and Last Name: Daniel Durham

Title: Water Utilities Superintendent

Organization Name: City of Ovilla

Phone Number: 972-617-7262

Fax Number: 972-515-3221

Email: ddurham@cityofovilla.org

Mailing Address: 105 South Cockrell Hill Road

City, State, and Zip Code: Ovilla, Texas 75154

Section 4. REGULATED ENTITY (RE) INFORMATION FOR SITE

- a) If this is an existing permitted site, what is the Regulated Entity Number (RN) issued to this site? RN 105478309
- b) Name of site as known by the local community:
City of Ovilla
- c) Name of the urbanized area(s) the Phase II MS4 is located within:
Dallas-Fort Worth-Arlington
- d) Provide a brief description of the regulated MS4 boundaries: *Example: Area within the City of XXXX limits that is located within the xxx urbanized area:*
Area within the City of Ovilla limits located within the Dallas-Fort Worth-Arlington urbanized area in Ellis and Dallas Counties

Section 5. GENERAL CHARACTERISTICS

- a) Is this site located on Indian Country Lands?
- ☐ Yes, do not submit this form. You must obtain authorization through U.S. EPA Region 6.
- ☒ No, continue to item b
- b) Has TCEQ formally “designated” the small MS4 as needing coverage under this general permit?
- ☐ Yes. Attach a copy of the documentation sent to the MS4 by TCEQ.
- ☒ No
- c) Select the MS4 level, which is based on the population served within the urbanized area (UA) **based on the most recent Decennial Census at the time of issuance of the general permit.**
- ☒ **Level 1:** Traditional small MS4s with a population of less than 10,000.
- ☐ **Level 2:** Traditional small MS4s with a population of at least 10,000 but less than 40,000.
- Non-traditional MS4s: This level also includes all non-traditional small MS4s regardless of population unless the non-traditional MS4 can demonstrate that it meets the criteria for a waiver from permit coverage. *Examples of non-traditional small MS4s include counties, drainage districts, transportation entities, military bases, universities, colleges, correctional institutions, municipal utility districts, and other special districts.*
- ☐ **Level 3:** Traditional small MS4s with a population of at least 40,000 but less than 100,000.
- ☐ **Level 4:** Traditional small MS4s with a population of 100,000 or more.
- d) What is the estimated current population served by your MS4 (regulated area?)
4,115 People

e) Is the MS4 part of a coalition?

☐ Yes

☒ No

f) If yes, list the entity names of the coalition members responsible for implementation of the SWMP *and* their unique TXR04#### number.

- | | | | |
|----|----------------------|-------|----------------------|
| 1. | <input type="text"/> | TXR04 | <input type="text"/> |
| 2. | <input type="text"/> | TXR04 | <input type="text"/> |
| 3. | <input type="text"/> | TXR04 | <input type="text"/> |
| 4. | <input type="text"/> | TXR04 | <input type="text"/> |
| 5. | <input type="text"/> | TXR04 | <input type="text"/> |
| 6. | <input type="text"/> | TXR04 | <input type="text"/> |

If needed, add a copy of this page to add more entities.

g) What is your annual reporting year?

☐ Calendar year

☒ Small MS4 General Permit year

☐ MS4 Fiscal year - What is the last month and day of the fiscal year?

h) Stormwater Management Program (SWMP)

1. I certify that the SWMP submitted with this NOI has been developed according to the provisions of the Small MS4 General Permit TXR040000. ☒ Yes
2. I certify that the SWMP Cover Sheet is completed and attached to the front of the SWMP. ☒ Yes
3. Have the program elements in the previous SWMP been re-assessed and modified and new program elements been developed and implemented, as necessary?
☒ Yes
☐ No. This facility did not have a previous authorization.
4. Is the optional 7th Minimum Control Measure (MCM) for Municipal Construction Activities selected and included with the attached SWMP?
☒ No. Continue to Question 5.
☐ Yes.
If yes, is MCM 7 limited to the regulated area within the urbanized area?
☐ Yes. Continue to Question 5.
☐ No

If No, then MCM 7 is included in the geographic area or boundary outside of the urbanized area. Note: *In this case, you must incorporate the entire area*

(urbanized and non-urbanized areas) in the SWMP and implement all MCMs 1-7 in the urbanized and non-urbanized areas.

5. Provide the name and contact information of the person responsible for implementing or coordinating implementation of the SWMP.

Prefix (Mr. or Ms.): Mr.

First and Last Name: Richard Dormier

Title: Mayor

Organization Name: City of Ovilla

Phone Number: 972-617-7262

Fax Number: 972-515-3221

Email: mayordormier@cityofovilla.org

Mailing Address: 105 South Cockrell Hill Road

City, State, and Zip Code: Ovilla, Texas 75154

i) Discharge Information

1. What is the name of the waterbody(ies) receiving stormwater discharges from the MS4? Little Creek and Red Oak Creek
2. What is the classified segment number(s) that the discharges will eventually reach? 0805

Does the small MS4 discharge directly or indirectly into the classified segment(s)?

☐ Directly

☒ Indirectly

3. Are any of the waterbody(ies) receiving discharges from the small MS4 identified as impaired waters (Category 4 or 5) in the *Texas Integrated Report of Surface Water Quality*?

☐ Yes

What is the name of the impaired waterbody(ies) receiving the discharge from the small MS4?

What is/are the pollutants(s) of concern?

☒ No

4. Does the impaired water body(ies) have a TMDL (Category 4 waterbody)?

☐ Yes

What is/are the pollutants with a TMDL?

☒ No

5. Does your MS4 discharge into any other MS4 entity's jurisdiction prior to discharge into water in the state?

☐ Yes

What is the name of the MS4 operator?

☒ No

6. Edwards Aquifer Rule

Is the discharge or potential discharge within the Recharge Zone, Contributing Zone, within the Contributing Zone within the Transition Zone, or zero to ten (0 to 10) miles upstream of the Recharge Zone of the Edwards Aquifer?

☐ Yes - **NOTE: A copy of the agency approved Water Pollution Abatement Plan (WPAP) required by the Edwards Aquifer Rule (30 TAC Chapter 213) must be either included or referenced in the SWMP.**

☒ No

j) Public Participation Process

1. Provide the name and contact information of the person responsible for publishing notice of the executive director's preliminary determination on the MS4's NOI and SWMP?

Prefix (Mr. or Ms.): Mr.

First and Last Name: Richard Dormier

Title: Mayor

Company: City of Ovilla

Phone Number: 972-617-7262

Fax Number: 972-515-3221

Email: mayordormier@cityofovilla.org

Mailing Address: 105 South Cockrell Hill Road

Internal Routing (Mail Code, Etc.):

City, State, and Zip Code: Ovilla, Texas 75154

2. Provide the name and location of the public place where copies of the NOI, SWMP, Small MS4 General Permit TXR040000, and general permit fact sheet may be viewed and copied by the public?

Name of Public Place: City of Ovilla

Address of Public Place: 105 South Cockrell Hill Road Ovilla, Texas 75154

County of Public Place: Ellis County

3. Provide the address for the website where the MS4's SWMP and annual report will be posted. www.cityofovilla.org

☐ Do not have a website.

Section 6. CERTIFICATION

I certify that I have obtained a copy and understand the terms and conditions of the Phase II (Small) MS4 General Permit TXR040000 issued January 24, 2019.

☒ Yes

I certify that the small MS4 qualifies for coverage under the Phase II (Small) MS4 General Permit TXR040000.

☒ Yes

I understand that a Notice of Termination (NOT) must be submitted when this authorization is no longer needed.

☒ Yes

I understand that authorizations active on September 1st of each year will be assessed an Annual Water Quality Fee.

☒ Yes

Operator Certification

Operator Signatory Name: Richard Dormier

Operator Signatory Title: Mayor

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

I further certify that I am authorized under 30 Texas Administrative Code §305.44 to sign and submit this document, and can provide documentation in proof of such authorization upon request.

Signature (use blue ink):



Date: July 17, 2019

APPENDIX “C”

***TCEQ Stormwater Management Program
(SWMP) Cover Sheet
Form #20368***

STORMWATER MANAGEMENT PROGRAM (SWMP) COVER SHEET

This cover sheet MUST be attached to the front of the SWMP.

Operator

Operator name: City of Ovilla

Required Program Elements

The SWMP needs to include:

- BMPs and measurable goals that are clear, specific, and measurable,
- Annual Reporting Year selected, and
- Estimated population served by the MS4.

Legal Authorities

Include in the SWMP the list of local legal authorities (i.e., ordinance, rule) that the MS4 has adopted to implement any of the MCMs. List all and what MCM they each cover.

Minimum Control Measures

For each MCM, complete the table by entering the page number where the required element can be found in the SWMP

MCM 1: Public Education, Outreach, and Involvement

Table 1: Required Elements for MCM 1

MCM 1 Required Elements	SWMP page number
SWMP includes a stormwater education and outreach program to educate public employees, business, and the general public about hazards associated with the illegal discharges and improper disposal of waste and about the impacts stormwater can have on water quality, and steps they can take to reduce pollutants in stormwater	4-7
Clearly define the goals and objectives of the program based on high-priority community-wide issues	5-8
Identify the target audiences	5-8
Develop or use appropriate educational material	5-8
Procedures to distribute educational material	5-8
Make the educational material available to the target audience at least annually	5-8

MCM 1 Required Elements	SWMP page number
Post the SWMP and annual reports on the MS4's website, if the MS4 has a website	5
Include the MS4's website address where the SWMP and annual reports will be found, if the MS4 has a website	5
SWMP includes a program that complies with state and local public notice requirements	4-11
Include public input in the implementation of the program	4-11
Include opportunities for citizen to participate in implementation of control measures	10
Ensure the public can easily can find information about the SWMP.	4-11
SWMP lists Best Management Practices (BMPs) used to fulfill this MCM. Examples of possible BMPs could be stream-clean-ups, storm drain stenciling, volunteer water quality monitoring, brochures, billboards, and websites.	8
SWMP includes measurable goals that are clear, specific, and measurable, and the method of measurement, for addressing stormwater quality	4-11
SWMP has been fully implemented, or includes a schedule of implementation not to exceed five (5) years from the general permit issuance date of January 24, 2019	Appendix

MCM 2: Illicit Discharge Detection and Elimination

Table 2: Required Elements for MCM 2

MCM 2 Required Elements	SWMP page number
Description of the program that will be used to detect, investigate and eliminate illicit discharges. The program includes a plan to detect and address illicit discharges, including illegal dumping to the MS4 system.	12-15
MS4 map: The map includes: <ul style="list-style-type: none"> • Location of all small MS4 outfalls operated by the MS4 and that discharge into waters of the U.S.; • Location and name of all surface waters receiving discharge from the MS4s outfalls; • For Level 3 and 4 small MS4s: Location of MS4 owned or operated facilities and stormwater controls; and • For Level 4 small MS4s: Location of priority areas. 	13, 15
Methods for informing and training MS4 field staff	14
Procedures for tracing the source of an illicit discharge	14

MCM 2 Required Elements	SWMP page number
Procedures for removing the source of the illicit discharge	12-15
Procedures to facilitate public reporting of illicit discharges or water quality impacts associated with discharges into or from the small MS4	12-15
Procedures for responding to illicit discharges and spills	12-15
Procedures for inspections in response to complaints	12-15
For Level 2, 3, and 4 small MS4: Procedures to prevent and correct leaking on-site sewage disposal systems	N/A
For Level 3 and 4 small MS4s: Procedures for follow-up investigation to verify that the illicit discharge has been eliminated	N/A
For Level 4 small MS4s: Procedures for identifying and creating a list of priority areas within the small MS4s likely to have illicit discharges	N/A
For Level 4 small MS4s: Procedures for a dry weather field screening program to assist in detecting and eliminating illicit discharges to the small MS4. Dry weather field screening consists of (1) field observations and (2) field screening.	N/A
For Level 4 small MS4s: Procedures to reduce the discharge of floatables in the small MS4	N/A
SWMP lists BMPs used to fulfill this MCM. Examples of possible BMPs could be hazardous materials disposal opportunities, inspections of the storm sewer system, and dye testing.	12-15
SWMP includes measurable goals that are clear, specific, and measurable, and the method of measurement, for addressing stormwater quality	12-15
SWMP has been fully implemented, or includes a schedule of implementation not to exceed five (5) years from the general permit issuance date of January 24, 2019	Appendix

MCM 3: Construction Site Stormwater Runoff Control

Table 3: Required Elements for MCM 3

MCM 3 Required Elements	SWMP page number
Program requires operators of construction sites one acre and greater (including larger common plan) to select, install, implement, and maintain stormwater control measures	16-19
Description of ordinance or other regulatory mechanism to require erosion and sediment controls, as well as sanctions to ensure compliance, to the extent allowable under state and local law	16-19

MCM 3 Required Elements	SWMP page number
Program requires construction site operators to implement BMPs for erosion and sediment control	16-19
Program requires construction site operators to have procedures for initiating and completing soil stabilization measures	16-19
Program requires construction site operators to implement BMPs to control pollutants from equipment and vehicle washing and other wash waters	16-19
Program requires construction site operators to implement BMPs to minimize exposure to stormwater of building materials, building products, construction wastes, trash, landscape materials, fertilizers, pesticides, herbicides, detergents, sanitary waste, and other materials	16-19
Program requires construction site operators to implement BMPs to minimize the discharge of pollutants from spills and leaks.	16-19
Program ensures that the construction site has developed a stormwater pollution prevention plan in accordance with the TPDES Construction General Permit TXR150000	16-19
Program prohibits illicit discharges such as wash out wastewater, fuels, oils, soaps, solvents, and dewatering activities	16-19
Procedures for construction site plan review to consider water quality impacts	16-19
Procedures for construction site inspections and enforcement of control measures, to the extent allowable under state and local law	16-19
Procedures for receipt and consideration of information submitted by the public	16-19
Procedures for MS4 staff training	16-19
For Level 3, and 4 small MS4s: Procedures to develop and maintain an inventory of all permitted active public and private construction sites greater than one acre (and sites that are less than one acre if part of larger common plan of development or sale)	N/A
SWMP lists BMPs used to fulfill this MCM. Examples may include: notification to discharger of responsibilities under TPDES CGP; hire staff to review construction site plans; provide a web page for public input on construction activities; perform site inspections and enforcement; provide education and training for construction site operators; and mechanism to prohibit discharges into MS4 where necessary.	16-19
SWMP includes measurable goals that are clear, specific, and measurable, and the method of measurement, for addressing stormwater quality	16-19

MCM 3 Required Elements	SWMP page number
SWMP has been fully implemented, or includes a schedule of implementation not to exceed five (5) years from the general permit issuance date of January 24, 2019	Appendix

MCM 4: Post Construction Stormwater Management in New Development and Redevelopment

Table 4: Required Elements for MCM 4

MCM 4 Required Elements	SWMP page number
Description of a program that will be developed, implemented and enforced, to control stormwater discharges from private and public new development and redeveloped sites that discharge into the small MS4 that disturb one acre or more (and sites that disturb less than one acre that are part of a larger common plan of development or sale)	20-21
Description of ordinance or other regulatory mechanism that is in place or planned which will regulate discharges from new development and redevelopment projects	20-21
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	20-21
Procedures to document and maintain records of enforcement actions	20-21
Procedures to ensure long-term operation and maintenance of post construction stormwater control measures	20-21
Operation and maintenance of post construction stormwater control measures is documented	20-21
For Level 4 small MS4s: Develop and implement an inspection program to ensure that all post construction stormwater control measures are operating correctly and are being maintained. Inspections must be documented	N/A
SWMP lists BMPs used to fulfill this MCM. Examples may include: local ordinance in place or planned; guidance document for developers to use; specific BMPs established for particular watersheds; list of appropriate BMPs provided to operators; elimination of curbs and gutters; incentives for use of permeable choices, such as porous pavement; requirements for wet ponds or other BMPs for certain size sites; and xeriscaping.	21
SWMP includes measurable goals that are clear, specific, and measurable, and the method of measurement, for addressing stormwater quality	20-21

MCM 4 Required Elements	SWMP page number
SWMP has been fully implemented, or includes a schedule of implementation not to exceed five (5) years from the general permit issuance date of January 24, 2019	Appendix

MCM 5: Pollution Prevention and Good Housekeeping for Municipal Operations

Table 5: Required Elements for MCM 5

MCM 5 Required Elements	SWMP page number
Description of an operation and maintenance (O&M) program, including an employee training component, to reduce/prevent pollution from municipal activities and municipally owned areas included 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	22-28
Develop and maintain an inventory of facilities and stormwater controls that are owned or operated by the MS4	22-28
Procedures to inform or train staff involved in implementing pollution prevention and good housekeeping practices. Maintain training attendance records	22-28
Procedures to remove and properly dispose of waste from the MS4	22-28
Contractors hired by the MS4 must be required to comply with operating procedures. Develop contractor oversight procedures	22-28
Evaluate O&M activities for their potential to discharge pollutants in stormwater for road and parking lot maintenance, bridge maintenance, cold weather operations, right-of-way maintenance, etc.	22-28
Identify pollutants of concern that could be discharged from the O&M activities	22-28
Develop and implement pollution prevention measures that will reduce discharge of pollutants from O&M activities	22-28
Conduct inspections of pollution prevention measures and maintain inspection log	22-28
Procedures for inspecting and maintaining structural controls	22-28
For Level 3 and 4 small MS4s: Develop and implement an O&M program to reduce the collection of pollutants in catch basins and other surface structures in the storm sewer system	N/A

MCM 5 Required Elements	SWMP page number
For Level 3 and 4 small MS4s: Develop a list of potential problem areas in the storm sewer system for increased inspection (for example, areas with recurring illegal dumping)	N/A
For Level 3 and 4 small MS4s: Implement an O&M program to reduce discharge of pollutants from roads that includes at least a street sweeping and cleaning program, or inlet protection. The program includes an implementation schedule and a waste disposal procedure	N/A
For Level 3 and 4 small MS4s: Assess its facilities for their potential to discharge pollutants into stormwater and identify high priority facilities that have a high potential to generate stormwater pollutants. At a minimum, facilities include the MS4s maintenance yards, hazardous waste facilities, fuel storage locations, and any other facilities at which chemicals or other materials have a high potential to be discharged in stormwater. Document the results of the assessments	N/A
For Level 3 and 4 small MS4s: Develop facility specific stormwater management Standard Operation Procedures for high priority facilities	N/A
For Level 3 and 4 small MS4s: MS4 implements stormwater controls at high priority facilities that address good housekeeping; de-icing and anti-icing storage; fueling operations and vehicle maintenance; equipment and vehicle washing	N/A
For Level 3 and 4 small MS4s: Develop and implement an inspection program that includes high priority facilities	N/A
For Level 4 small MS4s: Develop an application and management program for pesticides, herbicides, and fertilizers used at public open spaces. Implement the following: educational activities, permits, etc for applicators and distributors; encourage of non-chemical solutions for pest management; develop schedules that minimizes discharge of pollutants; ensure collection and proper disposal of unused pesticides, herbicides, and fertilizers	N/A
For Level 4 small MS4s: Evaluate flood control projects. Design, construct, and maintain new flood control structures to provide erosion prevention and pollutant removal from stormwater. Retrofitting of existing structural flood control devices is implemented to the maximum extent practicable (MEP)	N/A
SWMP lists BMPs used to fulfill this MCM. Examples may include: BMPs which address fleet vehicle maintenance/washing; BMPs which address parking lot and street cleaning; catch basin and storm drain system cleaning; landscaping and lawn care (e.g. xeriscaping); waste materials management; road salt application and storage practices; used oil recycling; pest management practices; fire training facilities; BMPs which address roadway and bridge maintenance; golf course maintenance/waste	25-28

MCM 5 Required Elements	SWMP page number
disposal; disposal of cigarette butts; and park maintenance (e.g., providing trash bags).	
SWMP includes measurable goals that are clear, specific, and measurable, and the method of measurement, for addressing stormwater quality	22-28
SWMP has been fully implemented, or includes a schedule of implementation not to exceed five (5) years from the general permit issuance date of January 24, 2019	Appendix

MCM 6: Industrial Stormwater Sources

Table 6: Required Elements for MCM 6

MCM 6 Required Elements	SWMP page number
For Level 4 MS4 only: Identify and control industrial stormwater sources that at least includes the MS4's landfills; other treatment, storage, or disposal facilities for municipal waste; hazardous waste treatment, storage, disposal and recovery facilities; and facilities that are subject to Emergency Planning and Community Right-to-Know Act (EPCRA).	29
For Level 4 MS4 only: Procedures for inspecting and implementing control measures for discharges from industrial stormwater sources.	N/A

Optional MCM 7: Municipal Construction Activities

This MCM is only applicable where the small MS4 has selected to be the construction site operator for their municipal construction activities. This MCM provides an alternative to the MS4 operator seeking discharge authorization under the Construction Stormwater General Permit TXR150000.

Table 7: Required Elements for MCM 7

MCM 7 Required Elements	SWMP page number
Description of how municipal construction activities will be conducted so as to take into consideration local conditions of weather, soils, and other site specific considerations	N/A
Description of the area that this MCM will address and where the MS4 operator's municipal construction activities are covered (e.g. within the boundary of the urbanized area, the corporate boundary, a special district boundary, an extra territorial jurisdiction, or other similar jurisdictional boundary)	N/A

MCM 7 Required Elements	SWMP page number
If the area included in this MCM includes areas outside of the UA, then all MCMs (MCM 1 through MCM 7) will be implemented over those additional areas as well	N/A
Description of how contractor activities will be supervised or overseen to ensure that the Stormwater Pollution Prevention Plan (SWP3) requirements are properly implemented at the construction site(s); or how the MS4 operator will make certain that contractors have a separate authorization for stormwater discharges if needed	N/A
General description of how a construction SWP3 will be developed for each municipal construction site	N/A
Records of municipal construction activities authorized under this optional MCM	N/A

APPENDIX “D”

TCEQ Core Data Form #10400



TCEQ Use Only

TCEQ Core Data Form

For detailed instructions regarding completion of this form, please read the Core Data Form Instructions or call 512-239-5175.

SECTION I: General Information

1. Reason for Submission (If other is checked please describe in space provided.)		
<input type="checkbox"/> New Permit, Registration or Authorization (Core Data Form should be submitted with the program application.)		
<input checked="" type="checkbox"/> Renewal (Core Data Form should be submitted with the renewal form)	<input type="checkbox"/> Other	
2. Customer Reference Number (if issued)	Follow this link to search for CN or RN numbers in Central Registry**	3. Regulated Entity Reference Number (if issued)
CN 600632129		RN 105478309

SECTION II: Customer Information

4. General Customer Information		5. Effective Date for Customer Information Updates (mm/dd/yyyy)		7/17/2019	
<input type="checkbox"/> New Customer		<input checked="" type="checkbox"/> Update to Customer Information		<input type="checkbox"/> Change in Regulated Entity Ownership	
<input type="checkbox"/> Change in Legal Name (Verifiable with the Texas Secretary of State or Texas Comptroller of Public Accounts)					
The Customer Name submitted here may be updated automatically based on what is current and active with the Texas Secretary of State (SOS) or Texas Comptroller of Public Accounts (CPA).					
6. Customer Legal Name (If an individual, print last name first: eg: Doe, John)				<i>If new Customer, enter previous Customer below:</i>	
City of Ovilla					
7. TX SOS/CPA Filing Number		8. TX State Tax ID (11 digits)		9. Federal Tax ID (9 digits)	
		17513993455		751399345	
10. DUNS Number (if applicable)					
11. Type of Customer:		<input type="checkbox"/> Corporation		<input type="checkbox"/> Individual	
<input type="checkbox"/> Partnership: <input type="checkbox"/> General <input type="checkbox"/> Limited		<input type="checkbox"/> Sole Proprietorship		<input type="checkbox"/> Other:	
Government: <input checked="" type="checkbox"/> City <input type="checkbox"/> County <input type="checkbox"/> Federal <input type="checkbox"/> State <input type="checkbox"/> Other					
12. Number of Employees		<input type="checkbox"/> 0-20 <input checked="" type="checkbox"/> 21-100 <input type="checkbox"/> 101-250 <input type="checkbox"/> 251-500 <input type="checkbox"/> 501 and higher		13. Independently Owned and Operated?	
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No					
14. Customer Role (Proposed or Actual) – as it relates to the Regulated Entity listed on this form. Please check one of the following					
<input type="checkbox"/> Owner		<input checked="" type="checkbox"/> Operator		<input type="checkbox"/> Owner & Operator	
<input type="checkbox"/> Occupational Licensee		<input type="checkbox"/> Responsible Party		<input type="checkbox"/> Voluntary Cleanup Applicant <input type="checkbox"/> Other:	
15. Mailing Address:		105 South Cockrell Hill Road			
City		Ovilla		State TX ZIP 75154 ZIP + 4	
16. Country Mailing Information (if outside USA)				17. E-Mail Address (if applicable)	
				mayordormier@cityofovilla.org	
18. Telephone Number		19. Extension or Code		20. Fax Number (if applicable)	
(972) 617-7262				(972) 515-3221	

SECTION III: Regulated Entity Information

21. General Regulated Entity Information (If 'New Regulated Entity' is selected below this form should be accompanied by a permit application)	
<input type="checkbox"/> New Regulated Entity <input type="checkbox"/> Update to Regulated Entity Name <input checked="" type="checkbox"/> Update to Regulated Entity Information	
The Regulated Entity Name submitted may be updated in order to meet TCEQ Agency Data Standards (removal of organizational endings such as Inc, LP, or LLC).	
22. Regulated Entity Name (Enter name of the site where the regulated action is taking place.)	
City of Ovilla	

23. Street Address of the Regulated Entity: (No PO Boxes)	105 S. Cockrell Hill Road							
	City	Ovilla	State	TX	ZIP	75154	ZIP + 4	
24. County	Ellis							

Enter Physical Location Description if no street address is provided.

25. Description to Physical Location:							
26. Nearest City				State		Nearest ZIP Code	
Ovilla				TX		75154	
27. Latitude (N) In Decimal:		32.52814732		28. Longitude (W) In Decimal:		-96.889242	
Degrees	Minutes	Seconds	Degrees	Minutes	Seconds		
32	31	41.3	96	53	21.3		
29. Primary SIC Code (4 digits)		30. Secondary SIC Code (4 digits)		31. Primary NAICS Code (5 or 6 digits)		32. Secondary NAICS Code (5 or 6 digits)	
9111		9121		921110		921120	
33. What is the Primary Business of this entity? (Do not repeat the SIC or NAICS description.)							
Municipality							
34. Mailing Address:		105 S Cockrell Hill Road					
		City	Ovilla	State	TX	ZIP	75154
35. E-Mail Address:		mayordormier@cityofovilla.org					
36. Telephone Number		37. Extension or Code		38. Fax Number (if applicable)			
(972) 617-7262				(972) 515-3221			

39. TCEQ Programs and ID Numbers Check all Programs and write in the permits/registration numbers that will be affected by the updates submitted on this form. See the Core Data Form instructions for additional guidance.

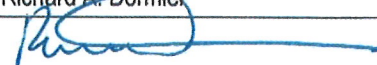
<input type="checkbox"/> Dam Safety	<input type="checkbox"/> Districts	<input type="checkbox"/> Edwards Aquifer	<input type="checkbox"/> Emissions Inventory Air	<input type="checkbox"/> Industrial Hazardous Waste
<input type="checkbox"/> Municipal Solid Waste	<input type="checkbox"/> New Source Review Air	<input type="checkbox"/> OSSF	<input type="checkbox"/> Petroleum Storage Tank	<input checked="" type="checkbox"/> PWS
<input type="checkbox"/> Sludge	<input checked="" type="checkbox"/> Storm Water	<input type="checkbox"/> Title V Air	<input type="checkbox"/> Tires	<input type="checkbox"/> Used Oil
	TXR040020			
<input type="checkbox"/> Voluntary Cleanup	<input type="checkbox"/> Waste Water	<input type="checkbox"/> Wastewater Agriculture	<input type="checkbox"/> Water Rights	<input type="checkbox"/> Other:

SECTION IV: Preparer Information

40. Name:	EIKON Birkhoff, Hendricks & Carter, L.L.P.	41. Title:	City Engineer Partner, Engineer
42. Telephone Number	43. Ext./Code	44. Fax Number	45. E-Mail Address
214-361-7900 (940) 458-7503	-135-	(940) 458-7417	rstengle@eikoneg.com amata@bhcllp.com
214-461-8390			

SECTION V: Authorized Signature

46. By my signature below, I certify, to the best of my knowledge, that the information provided in this form is true and complete, and that I have signature authority to submit this form on behalf of the entity specified in Section II, Field 6 and/or as required for the updates to the ID numbers identified in field 39.

Company:	City of Ovilla	Job Title:	Mayor of Ovilla
Name(In Print) :	Richard A. Dormier	Phone:	(972) 458-7503
Signature:		Date:	7/17/2019