

TOWN OFFICIALS

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REVISION HISTORY

Revision Number	Effective Date	Description
0	6/10/2014	Complete Revision of Engineering Design Standards
1	8/27/2014	Modifications per TCEQ review

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A. INTRODUCTION

Stormwater runoff is generated when precipitation from rain and snowmelt events flows over land or impervious surfaces and does not percolate into the ground. As the runoff flows over the land or impervious surfaces (paved streets, parking lots, and building rooftops), it accumulates debris, chemicals, sediment or other pollutants that could adversely affect water quality if the runoff is discharged untreated. Polluted storm water runoff from "urbanized areas" is a major cause of impairment to our Nation's waterways. Efforts to improve water quality came with the passage of the Clean Water Act (CWA) in 1972. Under the authority of the Clean Water Act, the U.S. Environmental Protection Agency (EPA) developed a storm water permitting program with the goal of significantly reducing this pollution source.

The EPA passed the permitting authority for the State of Texas on to the Texas Commission on Environmental Quality (TCEQ). The Town of Prosper has been designated as an "urbanized area" (UA) and therefore must make application to TCEQ to discharge storm water to waters of the United States. In order to become authorized under the new TCEQ permit, the Town has developed a storm water management program (SWMP) and intends to implement best management practices (BMPs) that are designed to:

- Reduce the discharge of pollutants to the maximum extent practicable;
- protect water quality;
- satisfy the appropriate water quality requirements of the Clean Water Act.

Town Background

The Town of Prosper is a growing community generally located in northwestern Collin County and partly in eastern Denton County with US 380 as its southern boundary, and is approximately 35 miles north of downtown Dallas. Prosper is a home-rule municipality, governed by a council-manager form of government. In 2010, the U.S. Census Bureau calculated Prosper's population at 9,423, and in 2013, Prosper had an estimated population of 14,986 (per Town of Prosper Economic Development Corporation). The Town of Prosper has a projected build-out population of 70,000 residents.

Prosper has a land area of 27 square miles in the Northern Blackland Prairie ecoregion of North Texas. Stormwater from the Town falls in the Upper Trinity River basin with areas contributing to the Lewisville Lake watershed and the Lake Lavon watershed by means of Doe Branch, Wilson Creek, Rutherford Creek and Parvin Branch.

B. REGULATORY BACKGROUND

The Clean Water Act establishes the basic structure for regulating discharges of pollutants into the waters of the United States and regulating quality standards for surface waters. The CWA made it unlawful to discharge any pollutant from a point source into navigable waters, unless a permit was obtained. EPA's [National Pollutant Discharge Elimination System \(NPDES\)](#) permit program controls discharges. Point sources are discrete conveyances such as pipes or man-made ditches.

Polluted stormwater runoff is commonly transported through Municipal Separate Storm Sewer Systems (MS4s), from which it is often discharged untreated into local waterbodies. To prevent harmful pollutants from being washed or dumped into an MS4, operators must obtain a NPDES permit and develop a stormwater management program.

- Phase I, issued in 1990, requires medium and large cities or certain counties with populations of 100,000 or more to obtain NPDES permit coverage for their stormwater discharges.
- Phase II, issued in 1999, requires regulated small MS4s in urbanized areas, as well as small MS4s outside the urbanized areas that are designated by the permitting authority, to obtain NPDES permit coverage for their stormwater discharges.

In 1998, the U.S. EPA and the Texas Commission on Environmental Quality (TCEQ) signed a memorandum

agreement for the TCEQ to assume the regulatory authority for the NPDES as it applies to the State of Texas. This program has been named the Texas Pollutant Discharge Elimination Program (TPDES). In 2007, TCEQ issued the Phase II TXR040000 General Permit under the TPDES program, and was newly updated in December 2013. This TPDES General Permit program extends coverage of the Phase II Rule to include small MS4s in the "urbanized areas" as designated by the U.S. Census Bureau.

Regulatory Requirements

The TCEQ TPDES General Permit Number TXR040000 requires small MS4s apply for authorization to discharge storm water to surface waters in the State of Texas. Application for coverage under this permit includes the submittal of a Notice of Intent (NOI) form and preparation of a Storm Water Management Program (SWMP). The TPDES permit will provide coverage for a five-year period and requires an annual report submittal to TCEQ.

A SWMP must be developed and submitted to TCEQ with the NOI for eligible discharges that will reach waters of the United States (U.S.), including discharges from the regulated small MS4 to other MS4s or privately-owned separate storm sewer systems that subsequently drain to waters of the U.S. according to the requirements of Part III of the TPDES general permit:

Part III. Storm Water Management Program (SWMP)

To the extent allowable under state and local law, a SWMP must be developed, implemented and enforced according to the requirements of Part III of this general permit, for stormwater discharges that reach waters of the U.S., regardless of whether the discharge is conveyed through a separately operated storm sewer system. The SWMP must be developed, implemented and enforced to reduce the discharge of pollutants from the small MS4 to the maximum extent practicable (MEP), to protect water quality, and to satisfy the appropriate water quality requirements of the CWA and the TWC.

The SWMP shall include a time line that demonstrates a schedule for implementation of the program throughout the permit term. The program must be completely implemented within five years of the issuance date of the TPDES general permit, or within five years of being designated for those small MS4s which are designated following permit issuance. Implementation of the SWMP is required immediately following receipt of written authorization from the TCEQ.

The SWMP must identify and apply best management practices (BMPs) developed to prevent storm water pollution to the maximum extent practicable (MEP). BMPs are required to be developed to satisfy six storm water quality Minimum Control Measures (MCM):

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

Impaired Water Bodies

Discharges of the pollutant(s) of concern to impaired water bodies for which there is a TCEQ and EPA approved total maximum daily load (TMDL) are not eligible for this general permit unless they are consistent with the approved TMDL. A water body is impaired for purposes of the permit if it has been identified, pursuant to the latest TCEQ and EPA approved CWA §303(d) list, as not meeting Texas Surface Water Quality Standards.

The permittee shall control the discharges of pollutant(s) of concern to impaired waters and waters with approved TMDLs as provided in sections (a) and (b) below, and shall assess the progress in controlling those pollutants.

(b) Discharges Directly to Water Quality Impaired Water Bodies without an Approved TMDL

The permittee shall also determine whether the permitted discharge is directly to one or more water quality impaired water bodies where a TMDL has not yet been approved by TCEQ and EPA. If the permittee

discharges directly into an impaired water body without an approved TMDL, the permittee shall perform the following activities:

- (1) Discharging a Pollutant of Concern
 - a. Within the first year following the permit effective date, the permittee shall determine whether the small MS4 may be a source of the pollutant(s) of concern by referring to the CWA §303(d) list and then determining if discharges from the MS4 would be likely to contain the pollutant(s) of concern at levels of concern.
 - b. If the permittee determines that the small MS4 may discharge the pollutant(s) of concern to an impaired water body without an approved TMDL, the permittee shall, no later than two years following the permit effective date, ensure that the SWMP includes focused BMPs, along with corresponding measurable goals, that the permittee will implement, to reduce, the discharge of pollutant(s) of concern that contribute to the impairment of the water body.
 - c. In addition, no later than three years following the permit effective date, the permittee shall submit an NOC to amend the SWMP to include any additional BMPs to address the pollutant(s) of concern.
- (2) Impairment of Bacteria

Where the impairment is for bacteria, the permittee shall identify potential significant sources and develop and implement focused BMPs for those sources. The permittee may implement the BMPs listed in Part II.D.4(a)(5) or proposed alternative BMPs as appropriate.
- (3) The annual report must include information on compliance with this section, including results of any sampling conducted by the permittee.

C. PROGRAM OVERVIEW

The Town of Prosper has developed this SWMP in accordance with TPDES requirements for obtaining authorization for storm water and certain non-storm water discharges. The SWMP describes specific actions that will be taken over a five-year period to reduce pollutants and protect the Town's stormwater quality. The SWMP also sets measurable goals and provides a schedule for the implementation of BMPs over the next five years. The permit will be renewed every five years, and permit conditions will reflect progress made in the Town to improve storm water quality. Various BMPs have been developed for each of six required minimum control measures that are expected to minimize or eliminate storm water pollutants discharged into the storm sewer system and provide water quality protection for receiving water bodies.

The SWMP was developed by Town staff from multiple departments (Stormwater Stakeholder Committee) and led by the Engineering Department. These "stakeholders" discussed and considered various structural and non-structural BMPs that were used in the selection to meet the six MCMs. Several BMPs were selected and shall be implemented throughout the five-year permit term authorized under the General Permit. The Stakeholder Committee was comprised by department heads and/or their designees from select Town departments including:

- Engineering
- Public Works
- Building Inspections
- Parks & Recreation
- Planning
- Library

Various other departments including the Fire Department, Police, Town Secretary, Utility Billing, Purchasing, Human Resources, and Town Administration were solicited for additional input. Supplementary advice was given through the Collin County MS4 Stormwater Forum.

The Best Management Practices (BMP's) proposed in this SWMP have been selected to address the six minimum control measures. These BMPs were selected based on analyzing existing practices in the Town of Prosper as well as nearby communities. After extensive research, additional BMPs were also chosen from the EPA's National Menu of Stormwater Best Management Practices, NCTCOG's Storm Water BMPs: A Menu of Management Plan Options

for Small MS4s in North Central Texas, and various TCEQ resources.

Impaired Water Bodies: The Town of Prosper contributes stormwater runoff in the Upper Trinity River basin with areas contributing to the Lewisville Lake watershed and the Lake Lavon watershed by means of Doe Branch, Wilson Creek, Rutherford Creek and Parvin Branch. And according to CWA §303(d), Wilson Creek is listed as being an impaired body.

SegID: 0821C	Wilson Creek (unclassified water body) From the confluence with Lake Lavon in Collin County up to West FM 455 (NHD RC 12030106000086), just east of Celina, Collin Co., TX.	
<i>Parameter(s)</i>	<i>Category</i>	<i>Year Segment First Listed</i>
bacteria	5c	2010
0821C_01	Entire water body	

Category 5c - Additional data or information will be collected and/or evaluated for one or more parameters before a management strategy is selected.

The Town discharges in the listed water body segment which is listed as impaired for bacteria. Bacteria is likely to be found in stormwater discharges and may contribute to the impairment of the water body. While additional data or information shall be collected and/or evaluated before a management strategy is selected, this SWMP will include BMPs that will focus on the reduction of discharge of bacteria to the maximum extent practical. Specifically focused BMPs, along with corresponding measurable goals, will target sanitary sewer systems, on-site sewage facilities, illicit discharges and dumping, animal sources and residential education. The annual report will include information on compliance with these BMPs and corresponding measurable goals.

D. MINIMUM CONTROL MEASURES

Operators of small municipal separate storm sewer system (MS4) must develop and submit to the TCEQ, a storm water management program (SWMP) that includes at least these six control measures:

- public education and outreach
- public involvement or participation
- detection and elimination of illicit discharges
- controls for storm water runoff from construction sites
- post-construction storm water management in areas of new development and redevelopment
- pollution prevention and "good housekeeping" measures for municipal operations

These measures must be developed by identifying and applying best management practices (BMPs). The minimum control measures include the regulatory requirements, a description of the selected BMP's along with the implementation schedule and measureable goals for the Town of Prosper's SWMP.

1. PUBLIC EDUCATION, OUTREACH, AND INVOLVEMENT

Regulatory Requirements:

(a) Public Education and Outreach

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

Existing permittees shall assess program elements that were described in the previous permit, modify as necessary, and develop and implement new elements, as necessary, to continue reducing the discharge of pollutants from the MS4 to the MEP. New elements must be fully implemented by the end of this permit term and

newly regulated permittees shall have the program fully implemented by the end of this permit term. The program must, at a minimum:

- a. Define the goals and objectives of the program based on high priority community-wide issues (for example, reduction of nitrogen in discharges from the small MS4, promoting previous techniques used in the small MS4, or improving the quality of discharges to the Edwards Aquifer);
- b. Identify the target audience(s);
- c. Develop or utilize appropriate educational materials, such as printed materials, billboard and mass transit advertisements, signage at select locations, radio advertisements, television advertisements, and websites;
- d. Determine cost effective and practical methods and procedures for distribution of materials.

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

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

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

(b) Public Involvement

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

Existing permittees shall assess program elements that were described in the previous permit, modify as necessary, and develop and implement new elements, as necessary, to continue reducing the discharge of pollutants from the MS4 to the MEP. New elements must be fully implemented by the end of this permit term and newly regulated permittees shall have the program fully implemented by the end of this permit term. At a minimum, all permittees shall:

- (1) If feasible, consider using public input (for example, the opportunity for public comment, or public meetings) in the implementation of the program;
- (2) If feasible, create opportunities for citizens to participate in the implementation of control measures, such as stream clean-ups, storm drain stenciling, volunteer monitoring, volunteer "Adopt-A-Highway" programs, and educational activities;
- (3) Ensure the public can easily find information about the SWMP.

Program Development

Objective: Through the selected BMPs, the Town of Prosper shall provide educational material to reach a range of audiences to help promote stormwater quality and to reduce pollutants within our waterways. Material shall be provided to reach residents, visitors, businesses, and Town employees in a variety of ways. Educational material shall be provided and updated at a minimum of annual intervals. Opportunities throughout the permit term shall be provided to allow general public to offer public comment as well as participate in annual events. Goal is to educate residents and others the importance of storm water quality, and show what steps can be done to reduce pollutants in stormwater.

Selected BMPs:

BMP 1.1 Utility Bill Inserts

Description: Educational material regarding general stormwater information especially pertaining to TCEQ permit guidelines shall be included in utility bill inserts at least once per year. Material to include variety of information from

year to year and shall include topics on hazards associated with illegal discharges and improper disposal of waste, as well as impact that stormwater discharges can have on local waterways. The inserts will also contain contact information for questions and comments. Inserts should reach all Prosper residents and businesses currently being served by Town utilities.

Measurable Goal: The number of Prosper resident and business addresses with utility inserts.

Schedule of Implementation:

- ~ Year 2: Create and insert material into utility bills.
- ~ Year 3-5: Update material and continue insertion into utility bills.

Responsible Department: Utility Billing

BMP 1.2 Social Media

Description: Informative and educational material will be posted on Town Facebook page annually containing general stormwater material pertaining to TCEQ permit guidelines. Town will research additional forms of social media to provide material to general public who are "connected" to Prosper. Social media such as Facebook allows users to interact with like minded individuals, and seek or share information on related topics.

Measurable Goal: Listed number of friends to Town Facebook page, and number of "likes" by Facebook users for each related post.

Schedule of Implementation:

- ~ Year 2: Create and post stormwater related material.
- ~ Year 3-5: Update material and continue yearly posts. Look into additional forms of social media to reach additional audiences and to continue to provide informative material.

Responsible Department: Public Works Department

BMP 1.3 Town Website

Description: Provide educational and informative material regarding stormwater related topics through links and the creation of a dedicated webpage. Webpage to include general TCEQ permit information as well as Town staff contact information for questions or reporting purposes. Related topics to include information on hazards associated with illegal discharges and improper disposal of waste, as well as impact that stormwater discharges can have on local waterways. Educational information to address the impacts of bacteria on impaired water bodies and promote its reduction shall be included. Webpage is typically most used form of gathering information for wide variety of users from businesses to consultants/developers to general public.

Measurable Goal: Webpage/related links up and running.

Schedule of Implementation:

- ~ Year 2: Add links to related stormwater educational websites such as Texas Smartscape website as well as related TCEQ webpage on Town Engineering webpage.
- ~ Year 3-5:
 - Continue to provide links to stormwater related websites.
 - Create stormwater webpage and provide links to various related material.
- ~ Year 4-5: Create intranet to allow easier access for Town staff to share information and Town guidelines with each other.

Responsible Department: Public Works Department

BMP 1.4 Reference Material at Town Library

Description: Provide educational material for reference at the Public Library. Reference material to include informative material relating to TCEQ stormwater permit, educational material on various stormwater BMP's including information on bacteria and promotion of its reduction in stormwater discharge, and information relating to Town of Prosper stormwater management program.

Measurable Goal: Description of material provided.

Schedule of Implementation:

- ~ Year 2: Create and provide reference material at Library.
- ~ Year 3-5: Update material and continue to provide reference material.

Responsible Department: Library

BMP 1.5 Town Staff Education/Training

Description: Provide educational material to Town staff through various forms. Educational material related to stormwater issues as it relates to Town functions shall be sent via staff email as well as be available on Town intranet (once implemented). Additional training will be provided for staff directly related to construction activities.

Measurable Goal: Description of material provided.

Schedule of Implementation:

- ~ Year 2:
 - Create and email educational material using Town employee email.
 - Hold training sessions for specific Town staff as job functions relate to construction.
- ~ Year 3-5:
 - Update material and send out via staff email.
 - Continue staff training.
 - Provide educational information via Town intranet once implemented.

Responsible Department: Public Works Department

BMP 1.6 Stormwater Hotline

Description: Develop and advertise a dedicated stormwater hotline to solicit information related to illicit discharges and illegal dumping, stormwater complaints, and general comments regarding Prosper's stormwater management program.

Measurable Goal: Establish dedicated phone line for residents questions and complaints.

Schedule of Implementation:

- ~ Year 2: Provide contact info for Town staff to respond to resident questions and complaints on stormwater related issues.
- ~ Year 3-5: Provide dedicated phone hotline to address resident questions and complaints.

Responsible Department: Public Works Department

BMP 1.7 Educational Booth at Community Events

Description: Provide booth and/or table with various educational material and staffed with Town Employees to collect input from event's attendees and provide educational material.

Measurable Goal: Number of events educational booth has been provided.

Schedule of Implementation:

- ~ Year 1-5: Provide booth at yearly Community events.

Responsible Department: Public Works Department

BMP 1.8 Household Hazardous Waste Collection and Recycling

Description: Participate in area hazardous household waste collection day and advertise to residents. Continue to enter into interlocal agreement with neighboring municipalities to allow collection of common household hazardous material.

Measurable Goal: Hold annual event to allow residents opportunity to participate in activities that promote stormwater quality and reduction of pollutants in Town's waterways.

Schedule of Implementation:

~ Year 1-5: Hold and promote yearly event for hazardous household waste collection.

Responsible Department: Public Works Department

2. ILLICIT DISCHARGE DETECTION AND ELIMINATION

Regulatory Requirements:

(a) Program Development

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

Existing permittees must assess program elements that were described in the previous permit, modify as necessary, and develop and implement new elements, as necessary, to continue reducing the discharge of pollutants from the MS4 to the MEP. New elements must be fully implemented by the end of this permit term and newly regulated permittees shall have the program fully implemented by the end of this permit term. See also Part III.A.1(c).

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

- a. An up-to-date MS4 map (see Part III.B.2.(c)(1));
- b. Methods for informing and training MS4 field staff (See Part III.B.2.(c)(2));
- c. Procedures for tracing the source of an illicit discharge (see Part III. B.2.(c)(5));
- d. Procedures for removing the source of the illicit discharge (see Part III.B.2.(c)(5));
- e. For Level 2, 3 and 4 small MS4s, if applicable, procedures to prevent and correct any leaking on-site sewage disposal systems that discharge into the small MS4;
- f. For Level 4 small MS4s, procedures for identifying priority areas within the small MS4 likely to have illicit discharges, and a list of all such areas identified in the small MS4 (See Part III.B.2.(g)(1));
- g. For Level 4 small MS4s, field screening to detect illicit discharges (See Part III.B.2.(g)(2)).

(2) For non-traditional small MS4s, if illicit connections or illicit discharges are observed related to another operator's MS4, the permittee shall notify the other MS4 operator within 48 hours of discovery. If notification to the other MS4

operator is not practicable, then the permittee shall notify the appropriate TCEQ regional office of the possible illicit connection.

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

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

Allowable Non-Stormwater Discharges

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

Requirements for all Permittees

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

(1) MS4 mapping

- a. All permittees shall maintain an up-to-date MS4 map, which must be located on site and available for review by the TCEQ. The MS4 map must show at a minimum the following information:
- b. The location of all small MS4 outfalls that are operated by the permittee and that discharge into waters of the U.S.;
- c. The location and name of all surface waters receiving discharges from the small MS4 outfalls;
- d. Priority areas identified under Part III.B.2.(e)(1) if applicable.

(2) Education and Training

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

(3) Public Reporting of Illicit Discharges and Spills

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

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

(5) Source Investigation and Elimination

- a. Minimum Investigation Requirements – Upon becoming aware of an illicit discharge, all permittees shall conduct an investigation to identify and locate the source of such illicit discharge as soon as practicable.
 - (i) All permittees shall prioritize the investigation of discharges based on
 - (ii) their relative risk of pollution. For example, sanitary sewage may be
 - (iii) considered a high priority discharge.
 - (iv) All permittees shall report to the TCEQ immediately upon becoming aware of the occurrence of any illicit flows believed to be an immediate threat to human health or the environment.
 - (v) All permittees shall track all investigations and document, at a minimum, the date(s) the illicit discharge was observed; the results of the investigation; any follow-up of the investigation; and the date the investigation was closed.
- b. Identification and Investigation of the Source of the Illicit Discharge –All permittees shall investigate and document the source of illicit discharges where the permittees have jurisdiction to complete such an investigation. If the source of illicit discharge extends outside the permittee's boundary, all permittees shall notify the adjacent permitted MS4 operator or TCEQ's Field Operation Support Division according to Part III.A.3.b.
- c. Corrective Action to Eliminate Illicit Discharge
 - (i) If and when the source of the illicit discharge has been determined, all permittees shall immediately notify the responsible party of the problem, and shall require the responsible party to perform all necessary corrective actions to eliminate the illicit discharge.

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

Additional Requirements for Level 3 and 4 small MS4s

In addition to the requirements described in Parts III.B.2(c)(1)-(6) above, permittees who operate level 3 and 4 small MS4s shall meet the following requirements:

(1) Source Investigation and Elimination

Permittees who operate level 3 and 4 small MS4 shall upon being notified that the discharge has been eliminated, conduct a follow-up investigation or field screening, consistent with Part III.B.2.(e)(2), to verify that the discharge has been eliminated. The permittee shall document its follow-up investigation. The permittee may seek recovery and remediation costs from responsible parties consistent with Part III.A.3., and require compensation related costs. Resulting enforcement actions must follow the procedures for enforcement action in Part III.A.3. If the suspected source of the illicit discharge is authorized under an NPDES/TPDES permit or the discharge is listed as an authorized non-stormwater discharge, as described in Part III.C, no further action is required.

Additional Requirements for Level 4 small MS4s

In addition to the requirements described in Parts III.B.2(c)-(d) above, permittees who operate level 4 small MS4s shall meet the following requirements:

(1) Identification of Priority Areas

Permittees who operate level 4 small MS4s shall identify priority areas and shall document the basis for the selection of each priority area and shall create a list of all priority areas identified. This priority area list must be available for review by the TCEQ.

(2) Dry Weather Field Screening

By the end of the permit term, permittees who operate level 4 small MS4s shall develop and implement a written dry weather field screening program to assist in detecting and eliminating illicit discharges to the small MS4. Dry weather field screening must consist of (1) field observations; and (2) as needed, field screening. If dry weather field screening is necessary, at a minimum, the permittee shall:

- a. Conduct dry weather field screening in priority areas as identified by the permittee in Part III.B.2(e)(1). By the end of the permit term, all of those priority areas, although not necessarily all individual outfalls must be screened.
- b. Field observation requirements – The permittee shall develop written procedures for observing flows from outfalls when there has been at least 72 hours of dry weather. The written procedures should include the basis used to
- c. determine which outfalls would be observed. The permittee shall record visual observations such as odor, color, clarity, floatables, deposits or stains.
- d. Field screening requirements – The permittee shall develop written procedures to determine which dry weather flows will be screened, based on results of field observations or complaint from the public or the permittee's trained field staff. At a minimum, when visual observations indicate a potential problem such as discolored flows, foam, surface sheen, and other similar indicators of contamination, the permittee shall conduct a field screening analysis for selected indicator pollutants as determined by the permittee. Screening methodology may be modified based on experience gained during the actual field screening activities. The permittee shall document the method used.

Program Development

Objective: Town shall develop, implement and enforce a program to detect, investigate, and eliminate illicit discharges into the small MS4. Town staff shall be trained to detect and investigate potential illicit discharges. Ordinances shall be created and implement to give Town authority to eliminate illicit discharges. Goal is to give Town employees tools to detect and enforce removal of illicit discharges.

Selected BMPs**BMP 2.1 Storm Sewer Map**

Description: Develop a storm sewer map in accordance with TCEQ requirements. Use existing GIS data for current mapped infrastructure, and perform field survey where data is unavailable.

Measurable Goal: Creation of storm sewer map to show locations of existing storm sewer in addition to storm outfalls in relation to names receiving bodies of water/Waters of the U.S. Include locations and names of all surface waters receiving discharge from these outfalls.

Schedule of Implementation:

- ~ Year 2-3: Create Town storm sewer map of existing sewer system with use of existing GIS data. Survey older infrastructure missing from existing GIS mapping and integrate into storm sewer map. Add new data as development occurs.
- ~ Year 4-5: Update map due to continuing development within the Town.

Responsible Department: Engineering Department

BMP 2.2 Stormwater Management Ordinance - Illicit Discharge Elimination

Description: Review and update existing ordinances and create new ordinances as needed to comply with current TCEQ requirements to provide the Town of Prosper the authority to require the elimination of illicit connections or illegal dumping activities within the Town. Ordinance to address the reduction of bacteria in stormwater discharge into Wilson Creek as well as other water bodies.

Measurable Goal: Create Ordinance to give Town of Prosper authority to eliminate illicit discharges and issue fines as needed.

Schedule of Implementation:

- ~ Year 2-3: Draft and Adopt Illicit Discharge Ordinance and get public input.
- ~ Year 3-5: Commence enforcement and track process. Update and modify as needed.

Responsible Department: Public Works Department

BMP 2.3 Illicit Discharge Investigation and Elimination

Description: Conduct investigations to determine the source of illicit connections and illegal dumping activities. Follow procedures to remove source of the illicit discharge, and issues fines as needed. Procedures to include prevention and correction of leaking on-site sewage disposal systems.

Measurable Goal: Track number of investigations performed. Track number of detected discharges.

Schedule of Implementation:

- ~ Year 2-3: Draft and adopt Illicit Discharge Ordinance. Train appropriate personnel. Create procedures to remove illicit discharge.
- ~ Year 3-5: Conduct investigations in accordance with established parameters. Issues fines.
- ~ Year 4-5: Continue and update training for appropriate personnel. Update procedures as needed.

Responsible Department: Public Works Department / Code Compliance Department

BMP 2.4 Household Hazardous Waste Collection and Recycling (also BMP 1.8)

Description: Participate in area hazardous household waste collection day and advertise to residents. Continue to enter into interlocal agreement with neighboring municipalities to allow collection of common household hazardous material.

Measurable Goal: Hold annual event to allow residents opportunity to participate in activities that promote stormwater quality and reduction of pollutants in Town's waterways.

Schedule of Implementation:

- ~ Year 1-5: Hold and promote yearly event for hazardous household waste collection.

Responsible Department: Public Works Department

BMP 2.5 Stormwater Hotline (also BMP 1.6)

Description: Develop and advertise a dedicated stormwater hotline to solicit information related to illicit discharges and illegal dumping, stormwater complaints, and general comments regarding Prosper's stormwater management program.

Measurable Goal: Establish dedicated phone line for residents questions and complaints.

Schedule of Implementation:

- ~ Year 2: Provide contact info for Town staff to respond to resident questions and complaints on stormwater related issues.
- ~ Year 3-5: Provide dedicated phone hotline to address resident questions and complaints.

Responsible Department: Public Works Department

BMP 2.1 Hazardous Material Spill Response

Description: Continue implementation of existing spill response procedures and training to contain and properly dispose hazardous material spills, and prevent those spills from entering the MS4. Review and update existing procedures and training as needed.

Measurable Goal: Provide annual Haz-Mat training to Fire Department staff that includes topics covering storm water quality impacts and preventing spills from entering the storm drain system and waterways. Document annual training provided.

Schedule of Implementation:

- ~ Year 1-5:
 - Continue implementation of existing procedures and training.
 - Track number of responses to spills / Hazmat incidents.
 - Track number of training hours for appropriate employees.

Responsible Department: Fire Department

3. CONSTRUCTION SITE STORM WATER RUNOFF CONTROL

Regulatory Requirements:

(a) Requirements and Control Measures

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

Existing permittees shall assess program elements that were described in the previous permit, modify as necessary, and develop and implement new elements, as necessary, to continue reducing the discharge of

pollutants from the MS4 to the MEP. New elements must be fully implemented by the end of this permit term and newly regulated permittees shall have the program fully implemented by the end of this permit term.

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

(b) Requirements for all Permittees

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

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

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

- a. Erosion and Sediment Controls - Design, install and maintain effective erosion controls and sediment controls to minimize the discharge of pollutants.
- b. Soil Stabilization - Stabilization of disturbed areas must, at a minimum, be initiated immediately whenever any clearing, grading, excavating or other earth disturbing activities have permanently ceased on any portion of the site, or temporarily ceased on any portion of the site and will not resume for a period exceeding 14 calendar days. Stabilization must be completed within a period of time determined by the permittee. In arid, semiarid, and drought-stricken areas, as determined by the permittee, where initiating vegetative stabilization measures immediately is infeasible, alternative stabilization measures must be employed as specified by the permittee.
- c. BMPs – Design, install, implement, and maintain effective BMPs to minimize the discharge of pollutants to the small MS4. At a minimum, such BMPs must be designed, installed, implemented and maintained to:
 - (i) Minimize the discharge of pollutants from equipment and vehicle washing, wheel wash water, and other wash waters;
 - (ii) Minimize the exposure of building materials, building products, construction wastes, trash, landscape materials, fertilizers, pesticides, herbicides, detergents, sanitary waste and other materials present on the site to precipitation and to stormwater; and
 - (iii) Minimize the discharge of pollutants from spills and leaks.
- d. As an alternative to (a) through (c) above, all permittees shall ensure that all small and large construction activities discharging to the small MS4 have developed and implemented a stormwater pollution prevention plan (SWP3) in accordance with the TPDES CGP TXR150000. In arid, semiarid, and drought-stricken areas, as determined by the permittee, where initiating vegetative stabilization measures immediately is infeasible, alternative stabilization measures must be employed as specified by the permittee. As an alternative, vegetative stabilization measures may be implemented as soon as practicable.

(3) Prohibited Discharges - The following discharges are prohibited:

- a. Wastewater from washout of concrete and wastewater from water well drilling operations, unless managed by an appropriate control;
- b. Wastewater from washout and cleanout of stucco, paint, from release oils, and other construction materials;
- c. Fuels, oils, or other pollutants used in vehicle and equipment operation and maintenance; and,
- d. Soaps or solvents used in vehicle and equipment washing;
- e. Discharges from dewatering activities, including discharges from dewatering of trenches and excavations, unless managed by appropriate BMPs.

(4) Construction Plan Review Procedures

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

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

The permittee may require and accept a plan, such as a SWP3, that has been developed pursuant to the CGP, TXR150000.

(5) Construction Site Inspections and Enforcement

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

- a. Inspections must occur at a frequency determined by the permittee, based on the evaluation of factors that are a threat to water quality, such as: soil erosion potential; site slope; project size and type; sensitivity of receiving waterbodies; proximity to receiving waterbodies; non-stormwater discharges; and past record of non-compliance by the operators of the construction site.
- b. Inspections must occur during the active construction phase.
 - (i) All permittees shall develop, implement, and revise as necessary, written procedures outlining the inspection and enforcement requirements. These procedures must be maintained on site or in the SWMP and be made available to TCEQ.
 - (ii) Inspections of construction sites must, at a minimum:
 1. Determine whether the site has appropriate coverage under the TPDES CGP, TXR150000. If no coverage exists, notify the permittee of the need for permit coverage.
 2. Conduct a site inspection to determine if control measures have been selected, installed, implemented, and maintained according to the small MS4's requirements.
 3. Assess compliance with the permittee's ordinances and other regulations.
 4. Provide a written or electronic inspection report.
- c. Based on site inspection findings, all permittees shall take all necessary follow-up actions (for example, follow-up-inspections or enforcement) to ensure compliance with permit requirements and the SWMP. These follow-up and enforcement actions must be tracked and maintained for review by the TCEQ.

For non-traditional small MS4s with no enforcement powers, the permittee shall notify the adjacent MS4 operator with enforcement authority or the TCEQ's Field Operations Support Division according to Part III.A.3(b).

(6) Information submitted by the Public

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

(7) MS4 Staff Training

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

(c) Additional Requirements for Level 3 and 4 small MS4s

In addition to the requirements described in Parts III.B.3(b)(1)-(7) above, permittees who operate level 3 and 4 small MS4s shall meet the following requirements:

(1) Construction Site Inventory

Permittees who operate level 3 and 4 small MS4s shall maintain an inventory of all permitted active public and private construction sites, that result in a total land disturbance of one or more acres or that result in a total land disturbance of less than one acre if part of a larger common plan or development or sale. Notification to the small MS4 should be made by submittal of a copy of an NOI or a small construction site notice. The permittee shall make this inventory available to the TCEQ upon request.

Program Development

Objective: Town shall develop, implement and enforce a program to address stormwater runoff from construction sites one acre or greater to promote stormwater quality and prevent pollutants from entering waterways. Town staff shall be trained to implement and enforce maintenance of construction stormwater BMPs. Ordinances shall be created to require erosion and sediment control measures for all new and existing construction with goal is to reduce pollutants from construction sites.

Selected BMPs

BMP 3.1 Stormwater Management Ordinance - Erosion and Sediment Control Requirements

Description: Develop Town ordinance requiring the implementation of appropriate erosion and sediment control BMP's as well as other TCEQ permit requirements.

Measurable Goal: Create Ordinance to give Town of Prosper authority to require implementation of erosion and sediment control BMP's.

Schedule of Implementation:

- ~ Year 2-3: Draft and Adopt Erosion and Sediment Control Ordinance and get public input.
- ~ Year 3-5: Commence enforcement and track process. Update and modify as needed.

Responsible Department: Public Works Department

BMP 3.2 Requirements for Construction Site Contractors

Description: Update and continue to implement requirements for construction site contractors as it relates to construction site runoff.

Measurable Goal:

- A. Develop construction plan review checklist to use during plan review process. Require consultants to prepare plans in accordance with stormwater ordinance and developed checklist.
- B. Develop procedures to 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

Schedule of Implementation:

- ~ Year 2:
 - Draft and implement construction plan review checklist. Require Consultants to follow checklist
-

guidelines.

- Develop procedures to control waste from construction site contractors

~ Year 3-5: Review and update checklist and procedures as need. Continue to implement procedures..

Responsible Department: Public Works Department

BMP 3.3 Construction Site Inspections

Description: Develop procedures for construction site inspections and enforcement of erosion and sediment control requirements for regulated construction activities.

Measurable Goal: Develop and implement inspection and enforcement program.

Schedule of Implementation:

- ~ Year 2: Draft procedures for construction site inspections and enforcement of erosion and sediment control requirements. Train appropriate staff.
- ~ Year 3-5: Continue to implement procedures for construction site inspections. Review and update procedures as necessary.

Responsible Department: Public Works Department

BMP 3.4 Receipt and Consideration of Information from Public

Description: Town to develop program to receive and consider information provided by the Public in development of procedures of construction site storm water runoff. Town to use various medium such as stormwater hotline, social media, public input meetings and other to collect information provided by Town residents and the general public.

Measurable Goal: Development of program to receive input from the Public regarding procedures as it relates to construction site runoff. Review and consider public input, and incorporate into procedures as appropriate.

Schedule of Implementation:

- ~ Year 2: Develop program using existing mediums to collect public input as it relates to construction site runoff. Periodically review and consider information provided by Public and modify program as appropriate.
- ~ Year 3-5: Continue to develop program as new forms of information collection methods are established, and additional public input is received.

Responsible Department: Public Works Department

4. POST-CONSTRUCTION STORM WATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT

Regulatory Requirements:

(a) Post-Construction Stormwater Management Program

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

Existing permittees shall assess program elements that were described in the previous permit, modify as necessary, to continue reducing the discharge of pollutants from the MS4 to the MEP. New elements must be

fully implemented by the end of this permit term and newly regulated permittees shall have the program fully implemented by the end of the permit term.

(2) All permittees shall use, to the extent allowable under state, federal, and local law and local development standards, an ordinance or other regulatory mechanism to address post-construction runoff from new development and redevelopment projects. The permittees shall establish, implement, and enforce a requirement, that owners or operators of new development and redeveloped sites design, install, implement, and maintain a combination of structural and non-structural BMPs appropriate for the community and that protects water quality. If the construction

of permanent structures is not feasible due to space limitations, health and safety concerns, cost effectiveness, or highway construction codes, the permittee may propose an alternative approach to TCEQ. Newly regulated permittees shall have the program element fully implemented by the end of the permit term.

(b) Requirements for all Permittees

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

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

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

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

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

- a. Maintenance performed by the permittee. See Part III.B.5
- b. Maintenance performed by the owner or operator of a new development or redeveloped site under a maintenance plan. The maintenance plan must be filed in the real property records of the county in which the property is located. The permittee shall require the owner or operator of any new development or redeveloped site to develop and implement a maintenance plan addressing maintenance requirements for any structural control measures installed on site. The permittee shall require operation and maintenance performed is documented and retained on site, such as at the offices of the owner or operator, and made available for review by the small MS4.

(c) Additional Requirements for Level 4 small MS4s

In addition to the requirements described in Parts III.B.5(b)(1)-(3) above, permittees who operate level 4 small MS4s shall meet the following requirements:

(1) Inspections - Permittees who operate level 4 small MS4s shall develop and implement an inspection program to ensure that all post construction stormwater control measures are operating correctly and are being maintained as required consistent with its applicable maintenance plan. For small MS4s with limited enforcement authority, this requirement applies to the structural controls owned and operated by the small MS4 or its contractors that perform these activities within the small MS4's regulated area.

- a. Inspection Reports - The permittee shall document its inspection findings in an inspection report and make them available for review by the TCEQ.

Program Development

Objective: Town shall develop, implement and enforce a program to address stormwater runoff from new development and redeveloped sites to promote stormwater quality and prevent pollutants from entering waterways. Town staff to create and implement program to require structural and non-structural BMPs for new development and redeveloped sites. Ordinances shall be created and implement to give Town authority to enforce program. Goal is to reduce pollutants from new development and redeveloped sites long-term and protects water quality.

Selected BMPs**BMP 4.1 Engineering Design Requirements**

Description: Update engineering design manuals to include structural and non-structural BMP's in site development design for post-construction storm water management.

Measurable Goal: Creation of post-construction stormwater runoff control guidelines within Engineering Design Manuals.

Schedule of Implementation:

- ~ Year 2: Create/update engineering design manuals to include design guidelines to address post-construction stormwater runoff. Implement guidelines with construction plan review process.
- ~ Year 3-5: Continue to implement guidelines. Review and update requirements as appropriate.

Responsible Department: Engineering Department

BMP 4.2 Stormwater Management Ordinance - Post-Construction Requirements

Description: Develop Town ordinance requiring permanent post-construction stormwater runoff controls for regulated new development and redevelopment projects to prevent or minimize water quality impacts. Utilize and reference existing ordinances that provide some post-construction controls.

Measurable Goal: Create Ordinance to give Town of Prosper authority to require post-construction stormwater runoff controls.

Schedule of Implementation:

- ~ Year 2-3: Draft and Adopt Post-Construction Requirements Ordinance and get public input.
- ~ Year 4-5: Implement requirements and track process. Update and modify as needed.

Responsible Department: Engineering Department

BMP 4.3 Structural and Non-Structural BMP Maintenance

Description: Town to develop public / private partnerships with Homeowner Associations (HOA), Developers or other private entity to provide long-term maintenance of post-construction BMP's as it relates to development and water quality. Town to develop Post-Construction BMP Operation and Maintenance documents for distribution to developers and HOAs to aid in long-term maintenance.

Measurable Goal: Development of program to create public/private partnerships for maintenance of post-construction BMPs. Creation of O&M documents to distribute to developers and HOAs.

Schedule of Implementation:

- ~ Year 2: Develop program. Seek input from public and local developers. Create documents for distribution.
- ~ Year 3-5: Continue to develop public/private partnerships for maintenance of post-construction BMPs. Review and modify program as appropriate.

Responsible Department: Engineering / Planning Departments

5. POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

Regulatory Requirements:

(a) Program Development

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

and salt/sand storage locations.

Existing permittees shall assess program elements that were described in the previous permit, modify as necessary, and develop and implement new elements, as necessary, to continue reducing the discharges of pollutants from the MS4 to the MEP. New elements must be fully implemented by the end of this permit term and newly regulated permittees shall have the program fully implemented by the end of this permit term. See also Part III.A.1.(c))

(b) Requirements for all Permittees

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

(1) Permittee-owned Facilities and Control Inventory

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

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

(2) Training and Education

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

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

(4) Contractor Requirements and Oversight

- a. Any contractors hired by the permittee to perform maintenance activities on permittee-owned facilities must be contractually required to comply with all of the stormwater control measures, good housekeeping practices, and facility specific stormwater management operating procedures described in Parts III B.5.(2)-(6).
- b. All permittees shall provide oversight of contractor activities to ensure that contractors are using appropriate control measures and SOPs. Oversight procedures must be developed before the end of the permit term and maintained on site and made available for inspection by TCEQ.

(5) Municipal Operation and Maintenance Activities

Assessment of permittee-owned operations

- a. All permittees shall evaluate operation and maintenance (O&M) activities for their potential to discharge pollutants in stormwater, including but not limited to:
 - (i) Road and parking lot maintenance may include such areas as pothole repair, pavement marking, sealing, and re-paving;
 - (ii) Bridge maintenance may include such areas as re-chipping, grinding, and saw cutting;
 - (iii) Cold weather operations, including plowing, sanding, and application of deicing and anti-icing compounds and maintenance of snow disposal areas; and
 - (iv) Right-of-way maintenance, including mowing, herbicide and pesticide application, and planting vegetation.
- b. All permittees shall identify pollutants of concern that could be discharged from the above O&M activities (for example, metals; chlorides; hydrocarbons such as benzene, toluene, ethyl benzene, and xylenes; sediment; and trash).
- c. All permittees shall develop and implement a set of pollution prevention measures that will reduce the discharge of pollutants in stormwater from the above activities. These pollution prevention measures may include the following examples:
 - (i) Replacing materials and chemicals with more environmentally benign materials or methods;
 - (ii) Changing operations to minimize the exposure or mobilization of pollutants to prevent them from entering surface waters; and
 - (iii) Placing barriers around or conducting runoff away from deicing chemical storage areas to prevent discharge into surface waters.
- d. Inspection of pollution prevention measures - All pollution prevention measures implemented at permittee-owned facilities must be visually inspected at a frequency determined by the permittee to ensure they are working properly. A log of inspections must be maintained and made available for review by the TCEQ upon request.

(6) Structural Control Maintenance

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

(c) **Additional Requirements for Level 3 and 4 small MS4s:**

In addition to the requirements described in Parts.B.5.(b)(1)-(6) above, permittees who operate level 3 or 4 small MS4s shall meet the following requirements:

(1) Storm Sewer System Operation and Maintenance

- a. Permittees who operate level 3 or 4 small MS4s shall develop and implement an O&M program to reduce to the maximum extent practicable the collection of pollutants in catch basins and other surface drainage structures.
- b. Permittees who operate level 3 or 4 small MS4s shall develop a list of potential problem areas. The permittees shall identify and prioritize problem areas for increased inspection (for example, areas with recurrent illegal dumping).

(2) Operation and Maintenance Program to Reduce Discharges of Pollutants from Roads Permittees who operate level 3 or 4 small MS4s shall implement an O&M program that includes, if feasible and practicable, a street sweeping and cleaning program, or an equivalent BMP such as an inlet protection program, which must include an implementation schedule and a waste disposal procedure. The basis for the decision must be included in the SWMP. If a street sweeping and cleaning program is implemented, the permittee shall evaluate the following permittee-owned and operated areas for the program: streets, road segments, and public parking lots including, but not limited to, high traffic zones, commercial and industrial districts, sport and event venues, and plazas, as well as areas that consistently accumulate high volumes of trash, debris, and other stormwater pollutants.

- a. Implementation schedules – If a sweeping program is implemented, the permittee shall sweep the areas in the program (for example, the streets, roads, and public parking lots) in accordance with a frequency and schedule determined in the permittee's O&M program.
- b. For areas where street sweeping is technically infeasible (for example, streets without curbs), the permittee shall focus implementation of other trash and litter control procedures, or provide inlet protection measures to minimize pollutant discharges to storm drains and creeks.
- c. Sweeper Waste Material Disposal – If utilizing street sweepers, the permittee shall develop a procedure to dewater and dispose of street sweeper waste material and shall ensure that water and material will not reenter the small MS4.

(3) Mapping of Facilities

Permittees who operate level 3 or 4 small MS4s shall, on a map of the area regulated under this general permit, identify where the permittee-owned and operated facilities and stormwater controls are located.

(4) Facility Assessment

Permittees who operate level 3 or 4 small MS4s shall perform the following facility assessment in the regulated portion of the small MS4 operated by the permittee:

- a. Assessment of Facilities' Pollutant Discharge Potential - The permittee shall review the facilities identified in Part III.B.5.(b) once per permit term for their potential to discharge pollutants into stormwater.
- b. Identification of high priority facilities - Based on the Part III.B.5.(c)(4)a. assessment, the permittee shall identify as high priority those facilities that have a high potential to generate stormwater pollutants and shall document this in a list of these facilities. Among the factors that must be considered in giving a facility a high priority ranking are the amount of urban pollutants stored at the site, the identification of improperly stored materials, activities that must not be performed outside (for example, changing automotive fluids, vehicle washing), proximity to waterbodies, proximity to sensitive aquifer recharge features, poor housekeeping practices, and discharge of pollutant(s) of concern to impaired water(s). High priority facilities must include, at a minimum, the permittee's 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.

- c. Documentation of Assessment Results - The permittee shall document the results of the assessments and maintain copies of all site evaluation checklists used to conduct the assessments. The documentation must include the results of the permittee's initial assessment, and any identified deficiencies and corrective actions taken.

(5) Development of Facility Specific SOPs

Permittees who operate level 3 or 4 small MS4s shall develop facility specific stormwater management SOPs. The permittee may utilize existing plans or documents that may contain the following required information:

- a. For each high priority facility identified in Part III.B.5.(c)(4)b., the permittee shall develop a SOP that identifies BMPs to be installed, implemented, and maintained to minimize the discharge of pollutants in stormwater from each facility.
- b. A hard or electronic copy of the facility-specific stormwater management SOP (or equivalent existing plan or document) must be maintained and be available for review by the TCEQ. The SOP must be kept on site when possible and must be updated as necessary.

(6) Stormwater Controls for High Priority Facilities

Permittees who operate level 3 or 4 small MS4s shall implement the following stormwater controls at all high priority facilities identified in Part III.B.5.(c)(4)b. A description of BMPs developed to comply with this requirement must be included in each facility specific SOP:

- a. General good housekeeping – Material with a potential to contribute to stormwater pollution should be sheltered from exposure to stormwater when feasible.
- b. De-icing and anti-icing material storage - The permittee shall ensure, to the MEP, that stormwater runoff from storage piles of salt and other de-icing and anti-icing materials is not discharged; or shall ensure that any discharges from the piles are authorized under a separate discharge permit.
- c. Fueling operations and vehicle maintenance - The permittee shall develop SOPs (or equivalent existing plans or documents) which address spill prevention and spill control at permittee-owned and operated vehicle fueling, vehicle maintenance, and bulk fuel delivery facilities.
- d. Equipment and vehicle washing - The permittee shall develop SOPs that address equipment and vehicle washing activities at permittee-owned and operated facilities. The discharge of equipment and vehicle wash water to the small MS4 or directly to receiving waters from permittee-owned facilities is not authorized under this general permit. To ensure that wastewater is not discharged under this general permit, the permittee's SOP may include installing a vehicle wash reclaim system, capturing and hauling the wastewater for proper disposal, connecting to sanitary sewer (where applicable and approved by local authorities), ceasing the washing activity, or applying for and obtaining a separate TPDES permit.

(7) Inspections

Permittees who operate level 3 or 4 small Ms4s shall develop and implement an inspection program, which at a minimum must include periodic inspections of high priority permittee-owned facilities. The results of the inspections and observations must be documented and available for review by the TCEQ.

(d) Additional Requirements for Level 4 small MS4s:

In addition to all the requirements described in Parts III.B.5(b) and III.B.5.(c) above, permittees who operate level 4 small MS4s shall meet the following requirements:

(1) Pesticide, Herbicide, and Fertilizer Application and Management

- a. Landscape maintenance - The permittee shall evaluate the materials used and activities performed on public spaces owned and operated by the permittee such as parks, schools, golf courses, easements,

- public rights of way, and other open spaces for pollution prevention opportunities. Maintenance activities for the turf landscaped portions of these areas may include mowing, fertilization, pesticide application, and irrigation. Typical pollutants include sediment, nutrients, hydrocarbons, pesticides, herbicides, and organic debris.
- b. The permittee shall implement the following practices to minimize landscaping-related pollutant generation with regard to public spaces owned and operated by the permittee:
 - (i) Educational activities, permits, certifications, and other measures for the permittee's applicators and distributors.
 - (ii) Pest management measures that encourage non-chemical solutions where feasible. Examples may include:
 - a) Use of native plants or xeriscaping;
 - b) Keeping clippings and leaves out the small MS4 and the street by encouraging mulching, composting, or landfilling;
 - c) Limiting application of pesticides and fertilizers if precipitation is forecasted within 24 hours, or as specified in label instructions;
 - d) Reducing mowing of grass to allow for greater pollutant removal, but not jeopardizing motorist safety.
 - c. The permittee shall develop schedules for chemical application in public spaces owned and operated by the permittee that minimize the discharge of pollutants from the application due to irrigation and expected precipitation.
 - d. The permittee shall ensure collection and proper disposal of the permittee's unused pesticides, herbicides, and fertilizers.

Program Development

Objective: Develop operation and maintenance program and "good housekeeping" procedures for range of municipal activities in order to reduce or prevent pollutants into our waterways.

Selected BMPs

BMP 5.1 Municipal Best Management Practices

Description: Develop methods and procedures that will include good housekeeping measures and structural/non-structural BMPs to prevent and reduce stormwater pollution from municipal operations. Procedures to focus, but not limit to Town facilities and those staff that routinely maintain those facilities. Town facilities and operations include:

- Park and Athletic Field Maintenance
- Street Maintenance
- Storm Sewer Maintenance
- Material Storage
- New Construction
- Vehicle Maintenance

Measurable Goal: Develop procedures for Town staff to implement in routine maintenance of municipal operations.

Schedule of Implementation:

- ~ Year 2-3: Draft procedures to include good housekeeping measures and BMPs to help prevent and reduce stormwater pollution from municipal operations. Begin implementation of procedures.
- ~ Year 4-5: Continue to implement. Review and modify procedures as appropriate.

Responsible Department: Parks and Recreation / Public Works / Engineering Department

BMP 5.2 Town Staff Training Program

Description: Develop an annual training program to inform and train Town staff about methods to prevent and reduce stormwater pollution from municipal operations. Training to include procedures developed from BMP 6.1 which consist of good housekeeping measures and BMPs that will assist in the reduction of stormwater pollutant runoff.

Measurable Goal: Develop training program and train all employees, and train all employees who are directly involved in the maintenance of municipal operations.

Schedule of Implementation:

- ~ Year 2-3: Develop training program and provide annual training to directors, managers and supervisors directly related to the maintenance of municipal operations.
- ~ Year 4-5: Continue to train directors, managers and supervisors. Adjust program to include all employees related to maintenance of municipal operations. Review and modify training program as appropriate.

Responsible Department: Engineering Department

BMP 5.3 Audit Municipal Facilities and Equipment for Environmental Management

Description: Municipal facilities can have an impact on stormwater quality. A list of municipal activities with a potential to affect stormwater quality will be created, as well as a list of staff with responsibilities related to those activities. Activities that have a positive effect on stormwater quality will be encouraged, and activities with an adverse effect will be evaluated and modified to ensure all preventative measures are being followed to prevent stormwater pollution.

Measurable Goal: A thorough assessment of current activities will be conducted in order to identify positive and negative water quality activities. The results of the audit will be used in developing the procedures in BMP 6.1 and included in the training for BMP 6.2.

Schedule of Implementation:

- ~ Year 2: Conduct audit of current municipal activities and operations. Group into positive and negative impacting categories. Determine if further preventative measures need to be taken in order to prevent pollutants from entering local waterways.
- ~ Year 3-5: Conduct yearly audits on existing and newly formed activities, and make adjustments as appropriate.

Responsible Department: Engineering Department

BMP 5.4 Maintenance Contractor Requirements and Oversight

Description: Contractors hired by the Town to perform maintenance activities on Town owned facilities will be contractually required to comply with all of the storm water control measures, good housekeeping practices, and facility-specific storm water management operating procedures implemented by the Town. The Town will provide adequate oversight of contractor activities to ensure that contractors are using appropriate control measures and standard operating procedures. Oversight procedures will be developed.

Measurable Goal: Complete development of new standard contract language that includes appropriate reference to standard operating procedures and storm water plans. Include standard contract language and SOPs in all new contracts.

Schedule of Implementation:

- ~ Year 2-3: Development new standard contract language.
- ~ Year 4-5: Contractually require service providers to comply with all control measures and operational procedures. Provide adequate oversight of contractor activities

Responsible Department: Engineering / Public Works

6. INDUSTRIAL STORMWATER SOURCES

Regulatory Requirements:

- (a) Permittees operating a level 4 small MS4 shall include the requirements described below in Part III. B.6.(1) – this requirement is only applicable to level 4 MS4s

(1) Permittees who operate level 4 small MS4s shall identify and control pollutants in stormwater discharges to the small MS4 from permittee's landfills; other treatment, storage, or disposal facilities for municipal waste (for example, transfer stations and incinerators); hazardous waste treatment, storage, disposal and recovery facilities and facilities that are subject to Emergency Planning and Community Right-to-Know Act (EPCRA) Title III, Section 313; and any other industrial or commercial discharge the permittee determines are contributing a substantial pollutant loading to the small MS4. The program must include priorities and procedures for inspections and for implementing control measures for such discharges.

Selected BMPs

MCM requirement is for level 4 small MS4s, and the Town of Prosper is currently a **level 1**. The Town has elected not to address BMPs for this MCM at this time.

E. RECORDKEEPING AND REPORTING

1. **RECORDKEEPING** - In accordance with the TPDES General Permit, the Town of Prosper shall retain all records, a copy of the TPDES general permit, and records of all data used to complete the application (NOI) for the general permit and satisfy the public participation requirements, for the remainder of the term of this general permit. The SWMP and a copy of the NOI shall be maintained at the Engineering Department:

Engineering Department
407 E. First Street
Prosper, Texas 75078

Copies of the SWMP are available to the public by request in writing to the Town Secretary, and shall be made available within 10 business days. Records shall be submitted to the TCEQ executive director upon request. Other records shall be provided in accordance with the Texas Public Information Act.

2. REPORTING

- a. **General Reporting** - According to 30 TAC ' 305.125(9), any noncompliance which may endanger human health or safety, or the environment, shall be reported to TCEQ. Such information shall be reported orally or electronic facsimile transmission within 24 hours of becoming aware of the noncompliance. A written report shall be provided by the permittee to the TCEQ regional office and to the TCEQ Enforcement Division within five (5) working days of becoming aware of the noncompliance. The noncompliance notification report shall contain the requirements listed in the TPDES Phase II MS4 general permit rules. The written report shall include:

- A description of the noncompliance and its cause;
- The potential danger to human or safety, or the environment;
- The period of noncompliance, including exact dates and times;
- If the noncompliance has not been corrected, the anticipated time it is expected to continue; and
- Steps taken or planned to reduce, eliminate, and prevent recurrence of the noncompliance, and to mitigate its adverse effects

- b. **Annual Report** - The Town shall submit concise annual reports to the Executive Director of the TCEQ at the end of each **permit year**. Copies of the annual report shall be made available for review upon

request. The annual report will address the requirements listed in the TPDES Phase II MS4 general permit rules and shall include a summary of results, assessment of BMP's and proposed changes to the SWMP. Changes and/or modifications to the SWMP may include replacement of previously selected BMPs, alteration of the implementation schedule, or other changes.