

City of La Porte

STORM WATER MANAGEMENT PROGRAM

Norman Malone, Mayor

John Joerns, City Manager

October 2003

TABLE OF CONTENTS
LA PORTE STORM WATER MANAGEMENT PROGRAM

PART I CITY BACKGROUND.....1

PART II MINIMUM CONTROL MEASURES

1	Public Education and Outreach.....4
	Regulatory Requirement
	Current Programs
	Selected BMPs for Public Education and Outreach
2	Public Involvement in Storm Water Management Program Development.....8
	Regulatory Requirement
	Current Programs
	Selected BMPs for Public Involvement
3	Illicit Discharge Detection and Elimination.....12
	Regulatory Requirement
	Current Programs
	Selected BMPs for Illicit Discharge Detection and Elimination
4	Construction Site Storm Water Controls.....17
	Regulatory Requirement
	Current Programs
	Selected BMPs for Construction Site Storm Water Controls
5	Post Construction Storm Water Management for New Development/ Redevelopment.....20
	Regulatory Requirement
	Current Programs
	Selected BMPs for Post Construction Storm Water Management for New Development/Redevelopment
6	Pollution Prevention/Good Housekeeping for Municipal Operations.....23
	Regulatory Requirement
	Current Programs
	Selected BMPs for Public Education and Outreach

PART III APPENDICES

**PART I
CITY
BACKGROUND**

CITY OF LA PORTE

SETTING

The City of La Porte was incorporated in 1892. It covers 18.33 square miles (the extraterritorial jurisdiction covers an additional 43.3 square miles). It is located at Latitude 29°39'11" and Longitude 95°00'50" and is approximately 20-feet above sea level. Average temperature is 69 degrees F and the average annual rainfall is approximately 41.5 inches. The regional topography is flat. Currently, the City of La Porte has a population of approximately 32,000.

The City has dozens of miles of open grass lined ditches and enclosed storm sewers. Drainage and street maintenance is handled by the Department of Public Works. The City is fully located in Harris County, Texas and is thus also under the jurisdiction of Harris County Flood Control District (HCFCD).

ORGANIZATION

The City is a chartered home-rule city, operated by a City Council/City Manager structure. Elected officials include a Mayor, two at-large City Council Members, and five City Council Members elected from districts.

ORDINANCES and GUIDANCE

Key City of La Porte ordinances and guidance that may be affected by the Storm Water Management Program are:

- Development Ordinance
- Storm Drainage Design Criteria (City of La Porte Storm Drainage Design Requirements)

LEGAL AUTHORITY

La Porte will manage runoff issues through the enactment of an ordinance to authorize the Department of Public Works with the proper authority to manage and maintain storm water quality within the City of La Porte. The ordinances and guidance listed above may also need revision to address elements of the Storm Water Management Program.

INSPECTION/ENFORCEMENT

The City has a Building Code and conducts building inspections through the Building Inspection Services Department. There is also Code Enforcement personnel in the City of La Porte. Engineering personnel inspect private and public construction of municipal infrastructure. Public Works responds to spills. If a responsible party does not respond and clean up a spill, the Fire Marshall investigates and enforces cases of illegal dumping and illicit discharges.

INFRASTRUCTURE/MUNICIPAL OPERATIONS

The Department of Public Works handles runoff management, street drainage system maintenance and street maintenance. HCFCD maintains major drainage ditches as well as creeks and bayous. The City will be mapping the existing drainage system in a GIS (Arcview, ArcInfo) format. The Department of Public Works maintains the sanitary sewer system. These operations are housed at the La Porte Waste Water Treatment Plant. Fleet maintenance activities for City vehicles and equipment is housed at the Public Works Facility.

CONSTRUCTION AND DEVELOPMENT

The City Council and Planning and Zoning Commission and the City of La Porte Planning Division regulate development. The Engineering Department conducts a one time plan review of proposed development projects and then makes periodic construction inspection visits. Site Work Permits and Building Permits are issued by the Building Department. The Storm Water Drainage Design Requirements contains criteria for on-site detention efforts. The City of La Porte works closely with the Harris County Flood Control District.

PROGRAM FUNDING

The City of La Porte will pay for the storm water monitoring and maintenance out of its operating budget as these will become some of the City personnel's regular duties.

OUTREACH/TRAINING

The City provides public education to residents on a variety of subjects using numerous methods, including the weekly citizen newspaper "The Bayshore Sun." Community organizations (Rotary Clubs, Lion's Club etc.) assist the City with litter control programs that involve the community.

**PART II
MINIMUM
CONTROL
MEASURES**

1. Public Education and Outreach

1.1 Regulatory Requirement

40 CFR 122.34 (b)(1) - Implement a public education program to distribute educational materials to the community of contact, equivalent outreach activities about the impacts of storm water discharges on water bodies and the steps the public can take to reduce pollutants in storm water runoff.

1.2 Current Programs

La Porte provides general public education to residents by several means of communication. The City has a website and a municipal television channel for disseminating information. There is also a local weekly newspaper called "The Bayshore Sun" as well as subject-specific brochures available from the City Fire Marshall's office. No specific information has been provided to the public regarding municipal storm sewer discharge quality.

1.3 Selected BMPs for Public Education and Outreach

1.3.1 BMP1 - Municipal Channel Storm Water Quality Messages

La Porte will use the municipal channel and water bills to post messages about the storm water management program that are of interest to the general public, such as announcing the Household Hazardous Waste collection event and discussing residential issues such as proper management of pesticides and fertilizer and used oil.

1.3.1.1 Measurable Goals

The measurable goal for implementation of this BMP is to begin broadcasting storm water quality related messages in the second year of implementation. Add one additional message in years three and four for a total of three storm water quality related messages per year during each permit year.

1.3.1.2 Schedule

Program	BMP	Activity	Date Due
1. Public Education & Outreach	Storm Water Quality Broadcast on Local Municipal Channel	1. Develop/acquire material For broadcast on Municipal Channel .	Year 1
		2. Post 1 storm water quality messages.	Year 2
		3. Post 2 storm water quality messages.	Year 3
		4. Post 3 storm water quality messages.	Year 4
		5. Post 3 storm water quality messages.	Year 5
		6. Implementation complete.	Year 5

1.3.1.3 Responsible Persons

The City Engineering Department and the City Data Processing/MIS Division has responsibility for implementation of Public Education BMP1 to meet Measurable Goal 1.3.1.1.

1.3.2 BMP2 - Anti-Littering/Dumping Brochure

La Porte will create an anti-littering/dumping brochure. The brochure asks the public to make a choice on the issue of littering. La Porte will reprint these brochures and distribute them at City Hall, the public library, the Fire Marshall's office.

1.3.2.1 Measurable Goals

The measurable goal for implementation of BMP2 is to reprint 8,000 copies of the anti-littering/dumping brochure and distribute them in Permit Year 2.

1.3.2.2 Schedule

Program	BMP	Activity	Date Due
1. Public Education And Outreach	Anti-Littering/ Dumping Brochure	1. Reprint/create brochure.	Year 1
		2. Distribute brochure at City Hall, library, fire marshal's office	Year 2
		3. Yearly monitor and reproduce additional brochures as needed.	Year 3 thru Year 5

1.3.2.3 Responsible Persons

The Department of Public Works – Solid Waste Department has responsibility for reprinting and distribution of the anti-littering/dumping brochure to meet Measurable Goal 1.3.2.1.

1.3.3 BMP3 - Utility Bill Inserts

The City of La Porte will develop an information piece which describes storm water quality and drainage issues which affect area residents and what they can do to help address these issues. This information piece will be distributed as an insert in city water bills. This mailer will also serve as preparation for implementation of the storm water utility.

1.3.3.1 Measurable Goals

The measurable goal for implementation of BMP3 is to develop and distribute the storm water information piece to area residents in Permit Year 2 thru 5.

1.3.3.2 Schedule

Program	BMP	Activity	Date Due
1. Public Education Inserts And Outreach	Utility Bill Inserts	1. Develop information piece insert.	Year 1
		2. Distribute information piece.	Year 2 thru Year 5
		3. Implementation complete.	Year 5

1.3.3.3 Responsible Persons

The Engineering Department and Finance Division – Engineering Department has responsibility for development of the printed material and the Finance Division has the responsibility for reproduction and distribution of the utility bill insert. The Utility Billing Department will assist in distribution of the insert in the city water bills.

1.3.4 BMP4 - Municipal Website Storm Water Information

La Porte will use the municipal website to inform the public about the storm water management program. It will include general storm water quality information as well as topics of interest to the general public such as litter control, and proper management of pesticides, fertilizer, used oil and household hazardous waste.

1.3.4.1 Measurable Goals

The measurable goal for implementation of this BMP is to update the website with a storm water message and links in Permit Year 2.

1.3.4.2 Schedule

Program	BMP	Activity	Date Due
1. Public Education and Outreach	Municipal Website Storm Water Information	1. Include storm water quality information and links on City website	Year 2
		2. Monitor and Update yearly.	Year 3 thru Year 5

1.3.4.3 Responsible Persons

The City Engineering Department and the City Data Processing/MIS Division has responsibility for implementation of Public Education BMP4 to meet Measurable Goal 1.3.4.1.

2. Public Involvement in Storm Water Management Program Development

2.1 Regulatory Requirement

40 CFR 122.34 (b)(2) - *At a minimum, comply with state, tribal, and local public notice requirements when implementing a public involvement/participation program. EPA recommends that the public be included in developing, implementing, and reviewing your storm water management program and that the public participation process should make efforts to reach out and engage all economic and ethnic groups.*

2.2 Current Programs

Local organizations such as the Rotary Club, Lions Club etc. sponsors beautification projects and cleanup activities.

2.3 Selected BMPs for Public Involvement

The public should be included in developing, implementing, and reviewing the storm water management program.

2.3.1 BMP1 - *Comply with State and Local Public Notice Requirements*

The City will comply with state and local public notice requirements when implementing a public involvement/participation program. These requirements consist of *(to be completed based on final TCEQ General Permit notice requirements, if any, and local notice requirements)* and will be met by *(insert requirements of TCEQ General Permit)*.

2.3.1.1 Measurable Goals

The measurable goal for implementation of BMP1 is to provide state and local required public notice in the process of implementing a public involvement participation program (specify requirement). Implementation will be according to the schedule below.

2.3.1.2 Schedule

Program	BMP	Activity	Date Due
2. Public Involvement	Public Notice	1.	
		2.	
		3. Implementation complete (meets measurable goal 2.3.1.1)	

2.3.1.3 Responsible Persons

The La Porte City Secretary is responsible for implementation of BMP1 to meet Measurable Goal 2.3.1.1.

2.3.2 BMP2 - *Advisory Committee*

La Porte will use its Planning and Zoning Commission as an “Advisory Committee” as part of this Storm Water Management Program. The Commission represents different segments of the community that will be affected by the La Porte Storm Water Management Program (LPSWMP) implementation. The commission will review plans for storm water quality and offer recommendations to facilitate implementation. They will also review this Storm Water Management Program and may provide recommendations to facilitate implementation. They will be updated periodically regarding the ongoing program implementation.

2.3.2.1 Measurable Goals

The measurable goal for implementation of this BMP is to form the Advisory Committee.

2.3.2.2 Schedule

Program	BMP	Activity	Date Due
2. Public Involvement	Advisory Committee	1. Form Advisory Committee.	2003-2004
		2. Continue updating group on implementation of the SWMP.	Years 1-5
		3. Implementation complete.	Year 5

2.3.2.3 Responsible Persons

The Planning Division Director is responsible for implementation of this BMP to meet Measurable Goal 2.3.2.1.

2.3.3 BMP3 - *Public Meeting*

Following review and comment of the storm water management/maintenance plan and this Storm Water Management Plan by the Advisory Committee, the City of La Porte will hold a Public Meeting to present the plans to the public.

2.3.3.1 Measurable Goals

The measurable goal for implementation of BMP3 is to hold a Public Meeting in Permit Year 1. Implementation will be according to the schedule below.

2.3.3.2 Schedule

Program	BMP	Activity	Date Due
2. Public Involvement	Public Meeting	1. Identify schedule for meeting.	Year 1
		2. Hold Public Meeting.	Year 2
		3. Implementation complete.	Year 2

2.3.3.3 Responsible Persons

The La Porte Planning Division Director has responsibility for implementation of BMP1 to meet Measurable Goal 2.3.1.1.

2.3.4 BMP4 - Storm Water Quality Volunteer Opportunities

La Porte will identify suitable opportunities for area volunteers to participate in storm water quality activities and will develop support materials and provide them to interested parties. These volunteer opportunities may include such things as storm drain stenciling, volunteer monitoring, planting campaigns and Adopt-a Stream programs.

2.3.4.1 Measurable Goals

The measurable goal for implementation of this BMP is to provide support materials to interested volunteers for the identified opportunities.

2.3.4.2 Schedule

Program	BMP	Activity	Date Due
2. Public Involvement	Volunteer Opportunities	1. Identify volunteer opportunities.	Year 1 thru Year 5
		2. Develop support materials and provide them to interested volunteers	Year 2 thru Year 5

2.3.4.3 Responsible Persons

The Parks and Recreation Director is responsible for implementation of Public Involvement BMP 4.

3. Illicit Discharge Detection and Elimination

3.1 Regulatory Requirement

40 CFR 122.34 (b) (3) - Develop, implement, and enforce a program to detect and eliminate illicit discharges into your small MS4. Develop a storm sewer system map, showing the location of all outfalls and the names and locations of all water of the U.S. that receive discharges from those outfalls. To the extent allowable under state, tribal or local law, effectively prohibit, through ordinance, or other regulatory mechanism, non-storm water discharges into your storm sewer system and implement appropriate enforcement procedures and actions. Develop and implement a plan to detect and address non-storm water discharges including illegal dumping to your system. Inform public employees, businesses, and the general public of hazards associated with illegal discharges and improper disposal of waste. Address categories listed in 122.34(b)(3)(D)(iii) if you determine they are significant contributors of pollutants to MS4.

3.2 Current Programs

Currently, La Porte is beginning the process of converting the existing utility mapping into a GIS system. GIS mapping of the existing drainage will be included in this project. The City Fire Marshall investigates reported or discovered illicit discharges and spills and works with the responsible party to get the situation remedied. The Fire Marshall also has investigative and enforcement capabilities regarding illegal dumping.

3.3 Selected BMPs for Illicit Discharge Detection and Elimination

3.3.1 BMP1 - Storm Sewer Map

La Porte will develop a GIS-based storm sewer system map, showing the location of all outfalls and the names and locations of all waters of the U.S. that receive discharges from those outfalls. Locating of outfalls will be aided by investigations performed by Public Works.

3.3.1.1 Measurable Goals

The measurable goal for implementation of BMP1 is to map at least 25% of the drainage system per year in the first year of the permit.

3.3.1.2 Schedule

Program	BMP	Activity	Date Due
3. Illicit Discharge Detection And Elimination	Map Storm Sewer System	1. Map 25% of the drainage system.	Year 2
		2. Map 25% of the drainage system.	Year 3
		3. Map 25% of the drainage system.	Year 4
		4. Map 25% of the drainage system.	Year 5
		5. Implementation complete	Year 5

3.3.1.3 Responsible Persons

The City Engineer is responsible for implementation of this BMP to meet Measurable Goal 3.3.1.1.

3.3.2 BMP2 - *Illicit Discharge Ordinance*

La Porte will develop an ordinance (or other regulatory mechanism) to effectively prohibit non-storm water discharges into the storm sewer system and implement appropriate enforcement procedures and actions.

3.3.2.1 Measurable Goals

The measurable goal for implementation of this BMP is to develop a draft ordinance in Year 2 of the permit period and finalize and implement the ordinance in Year 3 of the permit period.

3.3.2.2 Schedule

Program	BMP	Activity	Date Due
3. Illicit Discharge Detection And Elimination	Ordinance for Illicit Discharge Detection and Elimination	1. Develop a draft ordinance.	Year 2
		2. Finalize ordinance.	Year 3
		3. Implement Ordinance Implementation complete	Year 4

3.3.2.3 Responsible Persons

The Director of Public Works, the City Attorney, and the City Engineer are responsible for development and implementation of the illicit discharge ordinance.

3.3.3 BMP3 - Program to Detect and Address Illicit Discharges

The City will evaluate existing programs and identify additional program requirements and resource need's to detect and address non-storm water discharges including illegal dumping into the storm drainage system. The program will be a report or complaint driven program along with yearly inspection of storm sewer outfalls. Inspection of storm outfalls will be conducted during periods of extended dry weather.

3.3.3.1 Measurable Goals

The measurable goal for implementation of BMP 3 is to evaluate the existing program and identify additional program requirements and training needs in Year 1. Additional training will be acquired in Year 2. The program implementation will begin in Year 3.

3.3.3.2 Schedule

Program	BMP	Activity	Date Due
Illicit Discharge Detection And Elimination	Program to Detect and Address Illicit Discharges	1. Evaluate existing program and identify additional program requirements and resource and training needs	Year 1
		2. Inspect 1/3 of drainage outfalls	Year 2 thru Year 4

3.3.3.3 Responsible Persons

The Director of Public Works is responsible for development and implementation of the illicit discharge program.

3.3.4 BMP4- *Public Education on Illegal Discharges & Improper Disposal*

La Porte will develop a public education effort to inform public employees, local school children, businesses, and the general public of hazards associated with illegal discharges and improper disposal of waste. (This BMP also addresses the Minimum Control Measure for Public Education.)

3.3.4.1 *Measurable Goals*

La Porte will develop or acquire public education materials in Year 1 of the permit period and determine an effective means of distribution (with prioritization). The materials will be distributed to all public employees in Year 2 of the permit period. The materials will be distributed to half of the businesses in Year 2 and half in Year 3 of the permit period.

3.3.4.2 *Schedule*

Program	BMP	Activity	Date Due
3. Illicit Discharge And Elimination	Public Education on Discharges & Improper	1. Develop or acquire public education materials.	Year 1
		2. Determine an effective means of distribution	Year 2
		3. Distribute materials To public employees.	Year 2
		4. Distribute materials To 50% of businesses.	Year 2
		5. Distribute materials To 50% of businesses	Year 3
		6. Distribute to LPISD 5 th Graders	Year 4
		7. Implementation complete	Year 4

3.3.4.3 *Responsible Persons*

The Director of Public Works is responsible for distribution of public education materials on Illegal Discharges and Improper Disposal.

3.3.5 BMP 5 - *Storm Drain Labeling*

La Porte will require developers to provide storm drain labels with a message that says "Don't Dump - Drains to Bay" or a similar message. The City will also provide kits for storm drain stenciling of existing systems by volunteer organizations.

3.3.5.1 Measurable Goals

La Porte will provide storm drain stenciling kits for volunteers in Permit Year 2. La Porte will require developers to provide storm drain labels in Permit Year 3 (after implementing ordinance and procedure changes, see Minimum Control Measure 5).

3.3.5.2 Schedule

Program	BMP	Activity	Date Due
3. Illicit Discharge And Elimination	Storm Drain Labeling	1. Provide stenciling kits to volunteer organizations.	Year 2 thru Year 5
		2. Require Developers to label storm drains	Year 3 thru Year 5
		3. Implementation complete	

3.3.5.3 Responsible Persons

The Director of Public Works is responsible for implementing storm drain labeling.

4. Construction Site Storm Water Controls

4.1 Regulatory Requirement

40 CFR 122.34 (b)(4) - Develop, implement and enforce a program to reduce pollutants in any storms water runoff to your small MS4 from construction activities that result in a land disturbance of greater than or equal to one acre. 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, requirements for construction site operators to implement appropriated erosion and sediment control BMPs, requirements for construction site operators to control waste at the construction site, procedures for site plan review which incorporate consideration of potential water quality impacts, procedures for receipt and consideration of information submitted by the public.

4.2 Current Programs

Currently, La Porte requires construction sites to comply with the federal Construction General Permit. Storm water controls are included in city inspections. Noncompliance can be cause for the city to stop inspections, thereby halting construction until the situation is remedied.

4.3 Selected BMPs for Construction Site Storm Water Controls

4.3.1 BMP1 - *Evaluate and Update Regulatory Authority and Procedures*

La Porte will evaluate the existing legal authority to enforce the requirements for erosion and sediment controls and proper waste management at construction sites, as well as the sanctions to ensure compliance with the requirements. If necessary, ordinances or other regulatory mechanisms will be updated to provide the formal authority. If necessary, city procedures will be modified to require site plan review and site inspection and enforcement.

4.3.1.1 Measurable Goals

The measurable goal for implementation of BMP1 is to evaluate existing legal authority in Permit Year 1. If necessary, the ordinance, or other regulatory mechanism and procedures will be updated and adopted in the second permit year. Development and implementation will be according to the schedule below.

4.3.1.2 Schedule

Program	BMP	Activity	Date Due
4. Construction Site Storm Water Controls	Ordinance Requiring Erosion and Sediment Controls at Construction Sites	1. Evaluate existing legal authority and procedures.	Year 1
		2. Update ordinance or other regulatory mechanisms and procedures and adopt them.	Year 2
		3. Implementation complete	Year 2

4.3.1.3 Responsible Persons

The Public Improvement Coordinator and the City Building Official have responsibility for implementation of BMP1 to meet Measurable Goal 4.3.1.1.

4.3.2 BMP2 - Reporting Hotline

La Porte will set up a reporting hotline (i.e., a published phone number) for the public to report construction site problems. This will facilitate the ability of the public to provide information that will assist in detection of problem discharges.

4.3.2.1 Measurable Goals

The Measurable Goal will be to identify a department to monitor the hotline in the first permit year and set up and publicize the hotline in the second permit year.

4.3.2.2 Schedule

Program	BMP	Activity	Date Due
4. Construction Site Storm Water Controls	Reporting Hotline	1. Identify Department to Monitor hotline.	Year 1
		2. Set up hotline.	Year 2
		3. Publicize hotline.	Year 2
		4. Set of method of forwarding reports to city inspectors.	Year 2
		5. Implement response program.	Year 2
		6. Implementation complete	Year 2

4.3.3.3 Responsible Persons

The City Secretary has responsibility for implementation of BMP2 to meet Measurable Goal 4.3.2.1.

5. Post Construction Storm Water Management for New Development/ Redevelopment

5.1 Regulatory Requirement

40 CFR 122.34 (b)(5) - Develop, implement and enforce a program: to address storm water runoff from new development and redevelopment projects that disturb greater than or equal to one acre, including projects that are less than one acre that are part of a larger common plan of development or sale, that discharge into your small MS4. Develop and implement strategies which include a combination of structural and/or non-structural BMPs appropriate for your community. Use an ordinance or other regulatory mechanism to address post-construction runoff. Ensure adequate long-term operation and maintenance of BMPs.

5.2 Current Programs

The Planning and Zoning Commission regulates development in La Porte. There is an existing ordinance, the Development Ordinance that addresses development in La Porte. La Porte has also developed a Storm Drainage Design Criteria manual. The Building Inspections Department along with the Engineering Department conduct weekly pre-development reviews and inspections of propose development projects. Site Work Permits and Building Permits are issued by the Building Inspections Department. The Storm Water Drainage Design Requirements document contains criteria for on-site detention options for flood control. A copy of drainage plans and plats are routed to HCFCFCD for comments and actions if needed by them by the developer.

5.3 Selected BMPs for Post Construction Storm Water Management for New Development/Redevelopment

5.3.1 BMP1 - Evaluate and Update Ordinances and Guidance Document

La Porte will evaluate the Development Ordinance, the Zoning Ordinance, and the Storm Drainage Design Criteria manual. These documents will be updated to address that post-construction storm water management for new development and redevelopment. The City will require post-construction runoff best management practices (BMPs) for new development to address long-term operation and maintenance of BMPs.

5.3.1.1 Measurable Goals

The measurable goal for implementation of BMP1 is to evaluate the existing documents and identify needed updates in the second permit year and adopt the revised documents in the third permit year. Development and implementation will be according to the schedule below.

5.3.1.2 Schedule

Program	BMP	Activity	Date Due
5. Post-Construction Controls for New Development/	Evaluate and Update Ordinances Document	1. Evaluate existing requirements and identify needed updates.	Year 2
		2. Update and adopt changes	Year 3
		3. Implementation complete	Year 3

5.3.1.3 Responsible Persons

The Engineering Department has responsibility for implementation of BMP1 to meet Measurable Goal 5.3.1.1.

5.3.2 BMP2 - *Evaluate and Update Plan Review and Inspection Programs*

La Porte will integrate post-construction storm water quality requirements into plan review and inspection programs. They will evaluate existing procedures and identify needed changes and implement the revised programs.

5.3.2.1 Measurable Goals

The measurable goal for implementation of BMP2 is to evaluate existing procedures and identify needed changes in Permit Year 2 and to implement the revised programs in Permit Year 3. Development and implementation will be according to the schedule below.

5.3.2.2 Schedule

Program	BMP	Activity	Date Due
5. Post Construction Storm Water Management for New Development	Evaluate and Update Plan Review and Inspection Programs	1. Evaluate existing procedures and identify Needed changes	Year 2
		2. Implement the revised Programs in Permit Year 3	Year 3
		3. Implementation complete.	Year 3

5.3.2.3 Responsible Persons

The Engineering Department has responsibility for implementation of BMP2 to meet Measurable Goal 5.3.2.1.

5.3.3 BMP3 - *Evaluate Regional Ponds for Storm Water Quality*

La Porte has site specific detention ponds that developers have constructed to meet existing detention requirements. La Porte will evaluate any proposed regional detention ponds for the possibility of modification to incorporate storm water quality features.

5.3.3.1 *Pleasurable Goals*

The measurable goal for implementation of BMP3 is to evaluate planned detention ponds in Permit Year 2 and (if feasible) modify the pond design in Permit Year 3; and, to evaluate existing ponds in Permit Year 3, design changes (if feasible) in Permit Year 4 and implement in Permit Year 5.

5.3.3.2 *Schedule*

Program	BMP	Activity	Date Due
5. Post Construction Storm Water Management for New Development	Evaluate Detention Ponds for Storm	1. Evaluate planned detention ponds	Year 2
		2. If feasible modify the pond designs for SWQ.	Year 3
		3. Evaluate existing ponds	Year 3
		4. Design changes (if feasible).	Year 4
		5. Implement changes for existing ponds.	Year 5
		6. Implementation complete	Year 5

5.3.3.3 *Responsible Persons*

The City Engineer has responsibility for implementation of BMP3 to meet Measurable Goal 5.3.3.1.

6. Pollution Prevention/Good Housekeeping for Municipal Operations

6.1 Regulatory Requirement

40 CFR 122.34 (b)(6) - Develop and implement an operation and maintenance program that includes a training component and has the ultimate goal of preventing or reducing pollutant runoff from municipal operations.

6.2 Current Programs

La Porte has dozens of miles of storm sewers, as well as storm water drainage ditches. The Department of Public Works handles runoff management, street drainage system maintenance and street maintenance. The Department of Public Works also maintains the sanitary sewer system. These operations are housed at the La Porte Public Works Facility, which also houses the Water Division and fleet maintenance activities for City vehicles and equipment. The Public Works Facility includes several buildings and covers isolated acreage acres. Most vehicle and equipment maintenance activities take place inside buildings. Most of the outdoor area is paved in concrete or asphalt. The facility has concrete walled bins, with a roof, for storage of stockpiled materials such as rock and asphalt. A vehicle and equipment wash facility has a sediment trap and is plumbed to the sanitary sewer.

6.3 Selected BMPs for Public Education and Outreach

6.3.1 BMP1 - Evaluate Street Sweeping

Currently, sweeping of City streets is performed on an as needed basis. La Porte will evaluate the frequency of street sweeping for optimum sediment and litter control.

6.3.1.1 Measurable Goals

The measurable goal for implementation of BMP1 is to monitor the build-up of litter and sediment between sweepings in Permit Year 1 and make a schedule recommendation. In permit Year 2, La Porte will implement the recommendation. Development and implementation will be according to the schedule below.

6.3.1.2 *Schedule*

Program	BMP	Activity	Date Due
6. Pollution Prevention/Good Housekeeping for Municipal Operations	Evaluate Street Sweeping	1. Periodically Monitor build-up of litter and sediment on city street.	Year 1
		2. Make recommendation	Year 2
		3. Implement recommendation	Year 2
		3. Implementation complete	Year 2

6.3.1.3 *Responsible Persons*

The Director of Public Works has responsibility for implementation of BMP1 to meet Measurable Goal 6.3.1.1.

6.3.2 *BMP2 - Provide Spill Response Kits and Training at Service Center*

La Porte will provide training to applicable employees at the Public Works Facility and at the Golf Course Maintenance facility in spill response procedures and will provide spill response kits in convenient locations at the facility.

6.3.2.1 *Measurable Goals*

The measurable goal for implementation of BMP3 is to provide spill response kits and training to applicable employees in Permit Year 2. Development and implementation will be according to the schedule below.

6.3.2.2 *Schedule*

Program	BMP	Activity	Date Due
6. Pollution Prevention/Good Housekeeping for Municipal Operations	Provide Spill Response Kits and Training at Service Center	1. Provide spill response kits.	Year 2
		2. Provide spill response training	Year 2
		3. Implementation complete	Year 2

6.3.2.3 *Responsible Persons*

The Director of Public Works has responsibility for implementation of BMP2 to meet Measurable Goal 6.3.2.1.

6.3.3 BMP3 - *Evaluate Drainage at Wash Facility*

La Porte will evaluate the drainage at the vehicle and equipment wash facility and the potential need for a roof over the facility.

6.3.3.1 *Measurable Goals*

The measurable goal for implementation of BMP2 is to evaluate the drainage at the wash facility and make a recommendation in Permit Year 1. The recommendation, if any will be implemented in Permit Year 2. Development and implementation will be according to the schedule below.

6.3.3.2 *Schedule*

Program	BMP	Activity	Date Due
6. Pollution Prevention/Good Housekeeping for Municipal Operations	Evaluate Drainage at Wash Facility	1. Observe drainage during vehicle washing to ensure that wash water does not enter the storm drainage system and evaluate the need for a roof over the wash area and make recommendation.	Year 1
		2. Budget for recommendation, if any	Year 2
		3. Implement recommendations	Year 3

6.3.3.3 *Responsible Persons*

The Director of Public Works has responsibility for implementation of BMP3 to meet Measurable Goal 6.3.3.1.

6.3.4 BMP4 – *Hazardous Waste Collection*

La Porte will implement two hazardous waste collection days per year.

6.3.3.1 *Measurable Goals*

The measurable goal for implementation of BMP4 is to evaluate the current hazardous waste collection policy and make a recommendation in Permit Year 1. The recommendation, if any will be implemented in Permit Year 2. Development and implementation will be according to the schedule below.

6.3.3.2 *Schedule*

Program	BMP	Activity	Date Due
6. Pollution Prevention/Good Housekeeping for Municipal Operations	Hazardous Waste Collection	1. Evaluate current hazardous Collection policy make recommendation for improvements.	Year 1
		2. Implement recommendations	Year 2

6.3.3.3 *Responsible Persons*

The Director of Public Works has responsibility for implementation of BMP4 to meet Measurable Goal 6.3.4.1.

PART III
APPENDICES

**APPENDIX A
SUMMARY
FOR
PERMIT IMPLEMENTATION/
ANNUAL REPORT TRACKING**

SUMMARY FOR PERMIT IMPLEMENTATION / ANNUAL REPORT TRACKING

Program	BMP	Activity	Dept./Person	Date Due				
				YR 1	YR 2	YR 3	YR 4	YR 5
1. Public Education and Outreach	Post storm water message on municipal channel on topics affecting residents such as landscape pesticide and fertilizer management, used oil and household hazardous waste.	Develop/acquire material For broadcast on Municipal Channel.	Engineering Department & Data Processing/MIS	X	X	X	X	X
		Post 1 storm water quality messages	Engineering Department & Data Processing/MIS		X			
		Post 2 storm water quality messages	Engineering Department & Data Processing/MIS			X		
		Post 3 storm water quality messages	Engineering Department & Data Processing/MIS				X	
		Post 3 storm water quality messages – implementation complete	Engineering Department & Data Processing/MIS					X
1. Public Education and Outreach	Reprint and distribute Anti-Littering/Dumping brochure	Reprint/ create Brochure	Department of Public Works – Solid Waste Department	X				
		Distribute brochure at City Hall, library, and other public buildings	Department of Public Works – Solid Waste Department		X	X	X	X
		Implementation Complete	Department of Public Works – Solid Waste Department					X
1. Public Education and Outreach	Develop utility bill insert information piece describing storm water quality and drainage issues which affect area residents and what they can do to help address these issues.	Develop information piece insert	Engineering Department & Utility Billing Department	X				
		Distribute information piece	Engineering Department & Utility Billing Department		X	X	X	X
		Implementation complete	Engineering Department & Utility Billing Department					X

SUMMARY FOR PERMIT IMPLEMENTATION / ANNUAL REPORT TRACKING

Program	BMP	Activity	Dept./Person	Date Due				
				YR 1	YR 2	YR 3	YR 4	YR 5
1. Public Education and Outreach	Update municipal website with general storm water information and topics of interest to the general public such as litter control, proper management of pesticides and fertilizers and household hazardous waste.	Update website.	Engineering Department & Data Processing/MIS		X			
		Monitor and Update information	Engineering Department & Data Processing/MIS			X	X	X
2 Public Involvement in LPSWMP Development	Comply with state and local public notice requirements	Comply with requirements, if any, published in the TCEQ General Permit	City Secretary	X	X	X	X	X
2 Public Involvement in LPSWMP Development	Utilize Planning & Zoning Commission as "Advisory Committee" on LPSWMP	Assign Planning & Zoning Commission "advisory committee" role	Planning Division Director	X				
		Present requirements of SW program to group members	Planning Division Director	X				
		Use existing schedule for group review and comment on developing SWMP	Planning Division Director	X				
		Continue updating group on implementation of the LPSWMP	Planning Division Director	X	X	X	X	X
		Implementation Complete – meets Measurable Goal	Planning Division Director					X
2 Public Involvement in LPSWMP Development	Hold a Public Meeting(s)	Identify schedule for Public Meeting(s)	Planning Division Director, Director of Public Works	X				
		Hold Public Meeting(s)	Planning Division Director, Director of Public Works		X			
		Implementation Complete – meets Measurable Goal	Planning Division Director		X			

SUMMARY FOR PERMIT IMPLEMENTATION / ANNUAL REPORT TRACKING

Program	BMP	Activity	Dept./Person	Date Due				
				YR 1	YR 2	YR 3	YR 4	YR 5
2 Public Involvement in SWMP Development	Provide volunteer opportunities (Monitoring, clean-up, wetland planting, Adopt-a-Stream etc.)	Identify volunteer opportunities	Parks & Recreation Director	X	X	X	X	X
		Develop support materials and provide to interested parties	Parks & Recreation Director		X	X	X	X
		Implementation Complete	Parks & Recreation Director					X
3. Illicit Discharge Detection and Elimination	Map storm water drainage system. Identify all outfalls into the storm water drainage system. Develop means of updating for new developments and ditch construction.	Convert existing storm water drainage system map into GIS, 25% per year	City Engineer		X	X	X	X
		Implementation Complete – meets Measurable Goal	City Engineer					X
3. Illicit Discharge Detection and Elimination	Ordinance for illicit discharge detection and elimination	Develop draft ordinance.	Director of Public Works, City Attorney & Director of Planning		X			
		Finalize ordinance.	Director of Public Works, City Attorney & Director of Planning			X		
		Implement ordinance	Director of Public Works, City Attorney & Director of Planning				X	
3. Illicit Discharge Detection and Elimination	Develop and implement an Illicit Discharge Detection Plan	Evaluate existing program and identify additional resources and training needs.	Director of Public Works	X				
		Acquire needed training.	Director of Public Works		X			
		Inspection of Outfalls	Director of Public Works		X	X	X	X

SUMMARY FOR PERMIT IMPLEMENTATION / ANNUAL REPORT TRACKING

Program	BMP	Activity	Dept./Person	Date Due				
				YR 1	YR 2	YR 3	YR 4	YR 5
3. Illicit Discharge Detection and Elimination	Provide information to businesses, public employees, local school children & general public on proper handling of discharges and chemicals	Develop brochure or flyer	Director of Public Works	X				
		Determine effective means of distribution	Director of Public Works		X			
		Distribute materials to public employees	Director of Public Works		X			
		Distribute materials to 50% of businesses	Director of Public Works		X			
		Distribute materials to 50% of businesses	Director of Public Works			X		
		Distribute to LPISD 5 th Graders	Director of Public Works				X	
		Implementation Complete – meets Measurable Goal	Director of Public Works				X	
3. Illicit Discharge Detection and Elimination	Storm Drain Stenciling (Don't Dump message)	Provide Kits for volunteer storm drain stenciling	Director of Public Works		X	X	X	X
		Require developers to label new storm drains	Director of Public Works, City Engineer			X	X	X
		Implementation Complete	Director of Public Works					X
4. Construction Site Storm Water Controls	Ordinance requiring erosion and sediment controls at construction sites	Evaluate existing legal authority and procedures.	Director of Planning, Inspection	X				
		Update ordinance or other regulatory mechanisms and procedures and adopt them	Director of Planning		X			
		Implementation complete	Director of Planning		X			
4. Construction Site Storm Water Controls	Provide information regarding requirement for construction site storm water controls	Develop brochure or flyer	Director of Planning, Inspection					
		Print and distribute brochure or flyer	Director of Planning					
		Implementation complete	Director of Planning					

SUMMARY FOR PERMIT IMPLEMENTATION / ANNUAL REPORT TRACKING

Program	BMP	Activity	Dept./Person	Date Due				
				YR 1	YR 2	YR 3	YR 4	YR 5
4. Construction Site Storm Water Controls	Set up a reporting hotline for construction site problems	Identify department to monitor reporting hotline	City Secretary	X				
		Set up and publicize reporting hotline	City Secretary		X			
		Set up method of forwarding reports to City inspectors and implement response program	City Secretary		X			
		Implementation Complete	City Secretary		X			
5. Post-Construction Controls for New Development	Integrate post-construction storm water quality requirements into plan review and inspection programs	Evaluate existing regulations and identify needed changes.	Planning Division - Engineering Department		X			
		Implement revised programs	Planning Division - Engineering Department			X		
		Implementation Complete - meets Measurable goals	Planning Division - Engineering Department			X		
5. Post-Construction Controls for New Development	Evaluate detention ponds for storm water quality	Evaluate planned detention ponds	City Engineer		X			
		If feasible modify the pond designs for storm water quality	City Engineer			X		
		If feasible modify the pond designs for storm water quality	City Engineer			X		
		Design changes, if feasible to address storm water quality	City Engineer				X	
		Implement changes for existing ponds, if any.	City Engineer					X
		Implementation Complete.	City Engineer					X
5. Post-Construction Controls for New Development	Evaluate detention ponds for storm water quality	Evaluate planned detention ponds	City Engineer		X			
		If feasible modify the pond designs for storm water quality	City Engineer			X		
		Evaluate existing ponds	City Engineer			X		
		Design changes, if feasible to address storm water quality	City Engineer				X	
		Implement changes for existing ponds, if any.	City Engineer					X

SUMMARY FOR PERMIT IMPLEMENTATION / ANNUAL REPORT TRACKING

Program	BMP	Activity	Dept./Person	Date Due				
				YR 1	YR 2	YR 3	YR 4	YR 5
5. Post-Construction Controls for New Development	Evaluate detention ponds for storm water quality	Implementation Complete.	City Engineer					X
6. Pollution Prevention/Good Housekeeping for Municipal Operations	Evaluate frequency of street sweeping for litter and sediment collection for storm water pollution prevention and implement recommendations	Monitor build-up of litter and sediment on streets in the first permit year and make recommendations.	Director of Public Works	X				
		Make recommendations	Director of Public Works		X			
		Implement Recommendation	Director of Public Works		X			
		Implementation Complete - meets Measurable goals	Director of Public Works		X			
6. Pollution Prevention/Good Housekeeping for Municipal Operations	Provide spill response kits and training at Service Center	Provide spill response kits	Director of Public Works		X			
		Provide training to City employees	Director of Public Works		X			
		Implementation Complete - meets Measurable goals	Director of Public Works		X			
6. Pollution Prevention/Good Housekeeping for Municipal Operations	Evaluate drainage at vehicle wash facility and potential need for roof over wash area	Observe drainage during vehicle washing to ensure wash water does not enter storm water drainage system and evaluate need for a roof over wash area and make recommendations	Director of Public Works	X				
		Budget Recommendation	Director of Public Works		X			
		Implement Recommendations	Director of Public Works			X		
6. Pollution Prevention/Good Housekeeping for Municipal Operations	Hazardous Waste Collection	Evaluate current hazardous Collection policy and make recommendations for improvements	Director of Public Works	X				
		Implement Recommendations	Director of Public Works		X			

APPENDIX B
TCEQ MUNICIPAL GENERAL PERMIT



TEXAS COMMISSION ON ENVIRONMENTAL QUALITY
Texas Pollutant Discharge Elimination System
Small Municipal Separate Storm Sewer System (MS4) General Permit

The Notice of Intent (NOI) for the Small MS4 listed below was received on January 17, 2008. The intent to discharge storm water associated with the Small MS4 under the terms and conditions imposed by the Texas Pollutant Discharge Elimination System (TPDES) Small MS4 permit TXR040000 is authorized. This authorization includes discharges from municipal construction sites under the seventh control measure. The MS4 Operator's TPDES Small MS4 general permit authorization number is:

TXR040117

Coverage Effective: 8/26/2009

TCEQ's Small MS4 general permit requires certain storm water pollution prevention and control measures, possible monitoring and reporting, and periodic inspections. Among the conditions and requirements of this permit, you must have prepared and implemented a storm water management program (SWMP) that is tailored to your MS4. As a facility authorized to discharge under the Small MS4 general permit, all terms and conditions must be complied with to maintain coverage and avoid possible penalties.

Project/Site Information:

RN105510440

CITY OF LA PORTE MS4

AREA WITHIN THE CITY OF LA PORTE LIMITS THAT IS LOCATED WITHIN THE HOUSTON

URBANIZED AREA

LA PORTE, TX 77571

HARRIS COUNTY

OPERATOR:

CN600244099

CITY OF LA PORTE

604 W FAIRMONT PKWY

LA PORTE, TX 77571-6215

This permit expires on August 13, 2012, unless otherwise amended. For additional information, see the TCEQ web site at http://www5.tceq.state.tx.us/wq_dpa or contact the Storm Water & Pretreatment Team at swgp@tceq.state.tx.us or by telephone at (512) 239-4671. A copy of this document should be kept with your storm water management program.

A handwritten signature in black ink, appearing to read "Mark Wiley".

Issued Date: 8/26/2009

FOR THE COMMISSION

Buddy Garcia, *Chairman*
Larry R. Soward, *Commissioner*
Bryan W. Shaw, Ph.D., *Commissioner*
Mark R. Vickery, P.G., *Executive Director*



TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

Protecting Texas by Reducing and Preventing Pollution

August 31, 2009

Dear Applicant:

Re: TPDES MS4 General Permit (TXR040000)
Notice of Intent Authorization

Your Notice of Intent application for authorization under the general permit for discharge of storm water associated with a small MS4 has been received. Pursuant to authorization from the Executive Director of the Texas Commission on Environmental Quality, the Division Director of the Water Quality Division has issued the enclosed Certificate.

Please refer to the attached certificate for the identification number that was assigned to your small MS4 and the coverage effective date. Please use this number to reference this project/site for future communications with the Texas Commission on Environmental Quality (TCEQ).

Please note that the water quality annual fee is assessed for permits active September 1 each year. The billing statement will be mailed to the Operator in January and payment must be made within 30 days to avoid late fees. It is the responsibility of the Operator to notify the TCEQ by submitting a Notice of change of any change in address supplied on the original Notice of Intent.

For questions related to the status or processing of your application you may contact the Applications Review & Processing Team at (512) 239-4671. If you have any questions regarding coverage under this general permit or other technical issues, you may contact the storm water technical staff at (512) 239-4671 or by email at swgp@tceq.state.tx.us. Also, you may obtain information on the storm water web site at www.tceq.state.tx.us. Permit and application status information can be found on the TCEQ web site at http://www5.tceq.state.tx.us/wq_dpa/.

Sincerely,

A handwritten signature in cursive script that reads "L'Oreal Stepney".

L'Oreal Stepney, P.E., Director
Water Quality Division

Buddy Garcia, *Chairman*
Larry R. Soward, *Commissioner*
Bryan W. Shaw, Ph.D., *Commissioner*
Mark R. Vickery, P.G., *Executive Director*



TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

Protecting Texas by Reducing and Preventing Pollution

August 31, 2009

City of La Porte
604 West Fairmont Parkway
La Porte, Texas 77571-6215

RE: City of La Porte
Permit No. TXR040117

This letter is your notice that the Texas Commission on Environmental Quality (TCEQ) executive director (ED) has issued final approval of the above-named application. According to 30 Texas Administrative Code (TAC) Section 50.135 the approval became effective on the date the ED signed the permit or other approval. A copy of the final approval is enclosed and cites the effective date.

You may file a **motion to overturn** with the chief clerk. A motion to overturn is a request for the commission to review the TCEQ executive director's approval of the application. Any motion must explain why the commission should review the TCEQ executive director's action. According to 30 TAC Section 50.139 an action by the ED is not affected by a motion to overturn filed under this section unless expressly ordered by the commission.

A motion to overturn must be received by the chief clerk within 23 days after the date of this letter. An original and 7 copies of a motion must be filed with the chief clerk in person or by mail. The Chief Clerk's mailing address is Office of the Chief Clerk (MC 105), TCEQ, P.O. Box 13087, Austin, Texas 78711-3087. On the same day the motion is transmitted to the chief clerk, please provide copies to Robert Martinez, Environmental Law Division Director (MC 173), and Blas Coy, Public Interest Counsel (MC 103), both at the same TCEQ address listed above. If a motion is not acted on by the commission within 45 days after the date of this letter, then the motion shall be deemed overruled.

You may also request **judicial review** of the ED's approval. According to Texas Water Code Section 5.351 a person affected by the ED's approval must file a petition appealing the ED's approval in Travis County district court within 30 days after the effective date of the approval. Even if you request judicial review, you still must exhaust your administrative remedies, which includes filing a motion to overturn in accordance with the previous paragraphs.

Individual members of the public may seek further information by calling the TCEQ Office of Public Assistance, toll free, at 1-800-687-4040.

Sincerely,

A handwritten signature in cursive script, appearing to read "LaDonna Castañuela".

LaDonna Castañuela
Chief Clerk

LDC/lg

cc: Blas Coy, TCEQ Public Interest Counsel (MC 103)