

Section 01410

TPDES REQUIREMENTS

1.01 SECTION INCLUDES

- A. Documentation to be prepared and signed by Contractor/Operator before conducting construction operations, in accordance with the Texas Pollutant Discharge Elimination System (TPDES) Construction General Permit Number TXR 150000 issued February 15, 2008 (the Construction General Permit).
- B. Implementation, maintenance inspection, and termination of storm water pollution prevention control measures including, but not limited to, erosion and sediment controls, storm water management plans, waste collection and disposal, off-site vehicle tracking, and other appropriate practices shown on the Drawings or specified elsewhere in the Contract.
- C. Review of the Storm Water Pollution Prevention Plan (SWP3) implementation in a meeting with Project Manager prior to start of construction.

1.02 DEFINITIONS

- A. Commencement of Construction Activities: The exposure of soil resulting from activities such as clearing, grading, and excavation activities, as well as other construction related activities (e.g., stock piling of fill material, demolition).
- B. Large Construction Activity: Project that:
  - 1. disturbs five acres or more, or
  - 2. disturbs less than five acres but is part of a larger common plan of development that will disturb five acres or more of land.
- C. Small Construction Activity: Project that:
  - 1. disturbs one or more acres but less than five acres, or
  - 2. disturbs less than one acre but is part of a larger common plan of development that will ultimately disturb one or more acres but less than five acres.
- D. TPDES Operator:

**Operator** - The person or persons associated with a large or small construction activity that is either a primary or secondary as defined below:

**Primary Operator** – the person or persons associated with a large or small construction activity that meets either of the following two criteria:

- (a) the persons have operational control over construction plans and specifications, including the ability to make modifications to those plans and specifications; or
- (b) the person or persons have day-to-day operational control of those activities at a construction site that are necessary to ensure compliance with a storm water pollution prevention plan (SWP3) for the site or other permit conditions (e.g., they are authorized to direct workers at a site to carry out activities required by the SWP3 or comply with other permit conditions).

**Secondary Operator** – The person whose operational control is limited to the employment of other operators or to the ability to approve or disapprove changes to plans and specifications. A secondary operator is also defined as a primary operators if there are no other operators if there are no other operators at the construction site.

PART 2 P R O D U C T S - Not Used

PART 3 E X E C U T I O N

3.01 SITE SPECIFIC STORM WATER POLLUTION PREVENTION PLAN (SWP3)

- A. Prepare a SWP3 following Part III of the Construction General Permit and the Storm Water Management Handbook for Construction Activities issued under City Ordinance Section 47-695(b). If conflicts exist between the Construction General Permit and the handbook, the more stringent requirements will apply.
- B. Update or revise the SWP3 as needed during the construction following Part III, Section E of the Construction General Permit.
- C. Submit the SWP3 and any updates or revisions to Project Manager for review and address comments prior to commencing, or continuing, construction activities.

3.02 NOTICE OF INTENT For Large Construction Activity

- A. Fill out, sign, and date TCEQ Form 20022 (03/05/2008) Notice of Intent (NOI) for Storm Water Discharges Associated with Construction Activity under the TPDES Construction General Permit (TXR 150000), **ATTACHMENT 1** of this Section 01410.
- B. Transmit the signed Contractor’s copy of TCEQ Form 20022 (03/05/2008), along with a \$325.00 check, made out to Texas Commission on Environmental Quality, and the completed Payment Submittal Form to Project Manager.

- C. Project Manager will complete a separate TCEQ Form 20022 (03/05/2008) for City's Notice of Intent, and will submit both Notices, along with checks for application fees, to the TCEQ.
- D. Submission of the Notice of Intent form by both the City and Contractor to TCEQ if mailing is required a minimum of seven days before Commencement of Construction Activities.

3.03 CONSTRUCTION SITE NOTICE FOR SMALL CONSTRUCTION ACTIVITY

- A. Fill out, sign, and date the Construction Site Notice, Attachment 2 to TPDES General Permit TXR 150000, "Construction Site Notice", **ATTACHMENT 2** of this Section 01410.
- B. Transmit the signed Construction Site Notice to Project Manager at least seven days prior to Commencement of Construction Activity.

3.04 CERTIFICATION REQUIREMENTS

- A. Fill out TPDES Operator's Information form, **ATTACHMENT 3** of this Section 01410, including Contractor's name, address, and telephone number, and the names of persons or firms responsible for maintenance and inspection of erosion and sediment control measures. Use multiple copies as required to document full information.
- B. Contractor and Subcontractors shall sign and date the Contractor's / Subcontractor's Certification for TPDES Permitting, **ATTACHMENT 4** of this Section 01410. Include this certification with other Project certification forms.
- C. Submit properly completed certification forms to Project Manager for review before beginning construction operations.
- D. Conduct inspections in accordance with TCEQ requirements. Ensure persons or firms responsible for maintenance and inspection of erosion and sediment control measures read, fill out, sign, and date the Erosion Control Contractor's Certification for Inspection and Maintenance. Use the City of Houston Storm Water Pollution Prevention Plan, Construction Site Inspection Report, **ATTACHMENT 5** of this Section 01410 to record maintenance inspections and repairs.

3.05 RETENTION OF RECORDS

- A. Keep a copy of this document and the SWP3 in a readily accessible location at the construction site from Commencement of Construction Activity until submission of the Notice of Termination (NOT) for Storm Water Discharges Associated with Construction Activity under TPDES Construction General Permit (TXR 150000). Contractors with day-to-day operational control over SWP3 implementation shall have a copy of the SWP3 available at a central location, on-site, for the use of all operators and those identified as having responsibilities under the SWP3. Upon submission of the NOT, submit all required forms and a copy of the SWP3 with all revisions to Project Manager.

**3.06 REQUIRED NOTICES**

- A. Post the following notices from effective date of the SWP3 until date of final site stabilization as defined in the Construction General Permit:
  - 1. Post the TPDES permit number for Large Construction Activity, with a signed TCEQ Construction Site Notice for large or Small Construction Activity. Signed copies of the City's and Contractor's NOI must also be posted.
  - 2. Post notices near the main entrance of the construction site in a prominent place where it is safely and readily available for viewing by General Public, Local, State, and Federal Authorities. Post name and telephone number of Contractor's local contact person, brief project description and location of the SWP3.
    - a. If posting near a main entrance is not feasible due to safety concerns, coordinate posting of notice with Project Manager to conform to requirements of the Construction General Permit.
    - b. If Project is a linear construction project (e.g.: road, utilities, etc.), post notice in a publicly accessible location near active construction. Move notice as necessary.
  - 3. Post a notice to equipment and vehicles operators, instructing them to stop, check, and clean tires of debris and mud before driving onto traffic lanes. Post at each stabilized construction access area.
  - 4. Post a notice of waste disposal procedures in a readily visible location on site.

**3.07 ON-SITE WASTE MATERIAL STORAGE**

- A. On-site waste material storage shall be self-contained and shall satisfy appropriate local, state, and federal rules and regulations.

- B. Prepare list of waste material to be stored on-site. Update list as necessary to include up-to-date information. Keep a copy of updated list with the SWP3.
- C. Prepare description of controls to reduce pollutants generated from on-site storage. Include storage practices necessary to minimize exposure of materials to storm water, and spill prevention and response measures consistent with best management practices. Keep a copy of the description with the SWP3.

3.08 NOTICE OF TERMINATION

- A. Submit a NOT, **ATTACHMENT 7** of this Section 01410, to Project Manager within 30 days after:
  - 1. Final stabilization has been achieved on all portions of the site that are the responsibility of the Contractor; or
  - 2. Another operator has assumed control over all areas of the site that have not been stabilized; and
  - 3. All silt fences and other temporary erosion controls have either been removed, scheduled to be removed as defined in the SWP3, or transferred to a new operator if the new operator has sought permit coverage.
- B. Project Manager will complete City's NOT and submit Contractor and City's notices to the TCEQ and MS4 entities.

END OF SECTION

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ATTACHMENT 1

	<p><b>Notice of Intent (NOI) for Storm Water Discharges Associated with Construction Activity under the TPDES Construction General Permit (TXR150000)</b></p> <p>For help completing this application, read the TXR150000 NOI Instructions (TCEQ-20022-Instructions).</p>	<p><b>TCEQ Office Use Only</b>                  TPDES Permit Number: TXR15 _ _ _ _  - NO                  GIN Number:  _ _ _ _ _ _ _ _ _ _ </p>
<p><b>A. Construction Site Operator</b>    <input type="checkbox"/> New    <input type="checkbox"/> No Change    Customer Reference Number: CN _____</p> <p>Name: _____</p> <p>Mailing Address: _____ City: _____ State: _____ Zip Code: _____</p> <p>Country Mailing Information (if outside USA) Territory: _____ Country Code: _____ Postal Code: _____</p> <p>Phone Number: _____ Extension: _____ Fax Number: _____</p> <p>E-mail Address: _____</p> <p>Type of Operator:    <input type="checkbox"/> Individual    <input type="checkbox"/> Sole Proprietorship - D.B.A.    <input type="checkbox"/> Partnership    <input type="checkbox"/> Corporation    <input type="checkbox"/> Federal Government  <input type="checkbox"/> State Government    <input type="checkbox"/> County Government    <input type="checkbox"/> City Government    <input type="checkbox"/> Other: _____</p> <p>Independent Operator?    <input type="checkbox"/> Yes    <input type="checkbox"/> No    Number of Employees:    <input type="checkbox"/> 0-20    <input type="checkbox"/> 21-100    <input type="checkbox"/> 101-250    <input type="checkbox"/> 251-500    <input type="checkbox"/> 501 or higher</p> <p>Federal Tax ID: _____ State Franchise Tax ID Number: _____ DUNS Number: _____</p>		
<p><b>B. Billing Address</b></p> <p>Name: _____</p> <p>Mailing Address: _____ City: _____ State: _____ Zip Code: _____</p> <p>Country Mailing Information (if outside USA) Territory: _____ Country Code: _____ Postal Code: _____</p>		
<p><b>C. Project / Site Information</b>    <input type="checkbox"/> New    <input type="checkbox"/> No Change    Regulated Entity Reference Number: RN _____</p> <p>Name: _____</p> <p>Mailing Address: _____ City: _____ State: _____ Zip Code: _____</p> <p>Physical Address: _____ City: _____ County: - _____ Zip Code: _____</p> <p>Location Access Description: _____</p> <p>Latitude: ____° ____' ____" N    Longitude: ____° ____' ____" W    Degrees (°), Minutes ('), and Seconds (")                  Latitude: _____    Longitude: - _____    Decimal Form</p> <p>Standard Industrial Classification (SIC) code: _____ Also, describe the construction activity at this site (do not repeat the SIC code): _____</p> <p>Has a storm water pollution prevention plan been prepared as specified in the general permit (TXR150000)?    <input type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p>Estimated area of land disturbed (to the nearest acre): _____ Is the project / site located on Indian Country Lands?    <input type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p>Does this project / site discharge storm water into a municipal separate storm sewer system (MS4)?    <input type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p>If yes, provide the name of the MS4 operator: _____</p> <p>Provide the name or segment number of the water body that receives storm water from this project / site: _____</p>		
<p><b>D. Contact</b> - If the TCEQ needs additional information regarding this application, who should be contacted?</p> <p>Name: _____ Title: _____</p> <p>Phone Number: _____ Extension: _____ Fax Number: _____</p> <p>E-mail Address: _____</p>		
<p><b>E. Payment Information</b> - Check / Money Order Number: _____ Name on Check / Money Order: _____</p>		
<p><b>F. Certification</b></p> <p>I certify under penalty of law that this document was prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.</p> <p><b>Construction Site Operator:</b></p> <p>Prefix: _____ First: _____ Middle: _____                  Last: _____ Suffix: _____ Title: _____</p> <p>Signature: _____ Date: _____</p> <p>If you have questions on how to fill out this form or about the storm water program, please contact us at (512) 239-4671.                  Individuals are entitled to request and review their personal information that the agency gathers on its forms. They may also have any errors in their information corrected. To review such information, contact us at (512) 239-3282.</p> <p>The completed NOI must be mailed to the following address. Use the attached document to submit the \$100 application fee. Please note that the NOI and application fee are submitted separately to different addresses.</p> <p style="text-align: center;"><b>Texas Commission on Environmental Quality</b>  <b>Storm Water &amp; General Permits Team; MC - 228</b>                  P.O. Box 13087                  Austin, Texas 78711-3087</p>		
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**ATTACHMENT 1**

**Texas Commission on Environmental Quality  
Payment Submittal Form**

The storm water application fee shall be sent under separate cover to the Texas Commission on Environmental Quality.

This form must be used to submit your Storm Water Application Fee. Please complete the following information, staple your check in the space provided at the bottom of this document, and mail it to:

**BY REGULAR U.S. MAIL**

Texas Commission on Environmental Quality  
Financial Administration Division  
Cashier's Office, MC-214  
P.O. Box 13088  
Austin, TX 78711-3088

**BY OVERNIGHT/EXPRESS MAIL**

Texas Commission on Environmental Quality  
Financial Administration Division  
Cashier's Office, MC-214  
12100 Park 35 Circle  
Austin, TX 78753



Fee Code: GPA Storm Water General Permit: TXR150000

Check / Money Order No: \_\_\_\_\_ Amount of Check/Money Order: \_\_\_\_\_

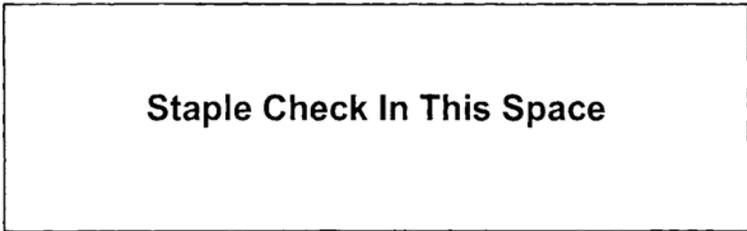
Date of Check or Money Order: \_\_\_\_\_

Name on Check or Money Order: \_\_\_\_\_

Facility / Site Name: \_\_\_\_\_

Facility / Site Physical Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip Code: \_\_\_\_\_



ATTACHMENT 1

Completing the Notice of Intent for Storm Water Discharges  
Associated with Construction Activity  
under the TPDES Construction General Permit (TXR150000)

**A. Construction Site Operator Information**

**Check boxes and Customer Reference Number**

These boxes designate the operator's status as a TCEQ "customer"—in other words, an individual or business that is involved in an activity that we regulate. We assign each customer a number that begins with "CN," followed by nine digits. **This is not a permit number, registration number, or license number.** In the remainder of this section, we will use "this customer" to mean the operator for Part A of the form.

- If this customer has not been assigned a Customer Reference Number or if this number is unknown, check "New" and leave the space for the Customer Reference Number blank.
- If this customer has already been assigned this number, enter the operator's Customer Reference Number and:
  - Check "No Change" if all the remaining customer information is the same as previously reported. However, you must still complete most blanks in this form for this notice of intent to be valid.
  - If this customer's information has changed since the last time it was reported to the TCEQ, check neither box and complete the remainder of this notice of intent.
- **Do not enter a permit number, registration number, or license number in place of the Customer Reference Number.**

**Name**

Enter the legal name of this customer as authorized to do business in Texas. Include any abbreviations (LLC, Inc., etc.).

**Mailing Address**

Enter a central and general mailing address for this customer to receive mail from the TCEQ. For example, if this customer is a large company, this address might be the corporate or regional headquarters. On the other hand, for a smaller business, this address could be the same as the site address.

**If this is a street address, please follow US Postal Service standards.** In brief, these standards require this information in this order:

- the "house" number—for example, the 1401 in 1401 Main St
- if there is a direction before the street name, the one- or two-letter abbreviation of that direction (N, S, E, W, NE, SE, SW, or NW)
- the street name (if a numbered street, do not spell out the number—for example, 6th St, not Sixth St)
- an appropriate abbreviation of the type of street—for example, St, Ave, Blvd, Fwy, Exwy, Hwy, Cr, Ct, Ln
- if there is a direction after the street name, the one- or two-letter abbreviation of that direction (N, S, E, W, NE, SE, SW, or NW)
- if there is a room number, suite number, or company mail code

**City, State, and ZIP Code**

Enter the name of the city, the two-letter USPS abbreviation for the state (for example, TX), and the ZIP Code. (Enter the full ZIP+4 if you know it.)

**Country Mailing Information**

If this address is **outside** the United States, enter the territory name, country code, and any non-ZIP mailing codes or other non-U.S. Postal Service features here. If this address is **inside** the United States, leave these spaces blank.

**Phone Number and Extension**

This number should correspond to this customer's mailing address given earlier. Enter the area code and phone number here. Leave "Extension" blank if this customer's phone system lacks this feature.

**Fax Number**

This number should correspond to this customer's mailing address given earlier. Enter the area code and fax number here.

**E-mail Address**

As with the mailing address, this should be a general address that is appropriate for e-mail to this customer's central or regional headquarters, if applicable.

**If "No Change" was checked for this customer, you may skip the rest of the fields in this part of the form and continue to the next part of the NOI.**

**Type of Operator**

Check **only one** box.

Check ...	if this customer ...
Individual	is a person and has not established a business to do whatever causes them to be regulated by us.
Sole Proprietorship—D.B.A.	is a business that is owned by only one person and has not been incorporated. This business may: <ul style="list-style-type: none"> <li>• be under the person's name</li> <li>• have its own name ("doing business as" or d.b.a.)</li> <li>• have any number of employees</li> </ul>
Partnership	is a business that is established as a partnership as defined by the Texas Secretary of State's Office
Corporation	meets all of these conditions <ul style="list-style-type: none"> <li>• is a legally incorporated entity under the laws of any state or country</li> <li>• is recognized as a corporation by the Texas Secretary of State</li> <li>• has proper operating authority to operate in Texas</li> </ul>
Federal, state, county, or city government (as appropriate)	is either an agency of one of these levels of government or the governmental body itself (if a utility district, water district, tribal government, college district, council of governments, or river authority, check "Other" and write in the specific type of government.)
Other	fits none of the above descriptions. Enter a short description of the type of customer in the blank provided.

**Independent Operator?**

Check "No" if this customer is a subsidiary or part of a larger company. Otherwise, check "Yes."

**Number of Employees**

Check one box to show the number of employees for this customer's entire company, at all locations. **This is not necessarily the number of employees at the site named in this NOI.**

**Federal Tax ID**

All businesses, except for some small sole proprietors, should have a federal taxpayer identification number (TIN). Enter this number here. Use no prefixes, dashes, or hyphens. Individuals and sole proprietors do not need to provide a federal tax ID.

**State Franchise Tax ID**

Corporations and limited liability companies that operate in Texas are issued a franchise tax identification number. If this customer is a corporation or limited liability company, enter this number here.

**DUNS Number**

Most businesses have a DUNS (Data Universal Numbering System) number issued by Dun and Bradstreet Corp. If this customer has one, enter it here.

**B. Billing Address**

We will mail the annual fee invoice for this site to the address entered in this section.

**Name**

Enter the legal name of the person or business to which we should mail this site's fee invoice each year.

**Mailing Address**

Enter the specific mailing address to which we should mail this site's fee invoice each year. If this is a street address, please follow the US Postal Service standards as described under "A. Construction Site Operator Information" on page 1 of these instructions.

**City, State, and ZIP Code**

Enter the name of the city, the two-letter USPS abbreviation for the state (for example, TX), and the ZIP Code. (Enter the full ZIP+4 if you know it.)

**Country Mailing Information**

If this address is **outside** the United States, enter the territory name, country code, and any non-ZIP mailing codes or other non-U.S. Postal

ATTACHMENT 1

Service features here. If this address is *inside* the United States, leave these spaces blank.

**C. Project / Site Information**

**Check boxes and Regulated Entity Reference Number**

These boxes designate this site's status as a TCEQ "regulated entity"—in other words, a location where an activity that we regulate occurs. We assign each regulated entity a number that begins with "RN," followed by nine digits. *This is not a permit number, registration number, or license number.*

- If this site has not been assigned a Regulated Entity Reference Number or if this number is unknown, check "New" and leave the space for the Regulated Entity Reference Number blank.
- If this site has already been assigned this number, enter the Regulated Entity Reference Number and:
  - Check "No Change" if all the remaining information is the same as previously reported. However, even if there has been no change, you must complete this section at least through "E-mail Address" for this NOI to be valid.
  - If this site's information has changed since the last time it was reported to the TCEQ, check neither box and complete the remainder of this notice of intent.
- **Do not enter a permit number, registration number, or license number in place of the Regulated Entity Reference Number.**

**Name**

Enter the name by which you want this site to be known to the TCEQ.

**Mailing Address**

Enter the specific mailing address for this site. If this is a street address, please follow the US Postal Service standards as described under "A. Construction Site Operator Information" on page 1 of these instructions. If the project / site's mailing address is the same as what is provided in Section A, you may enter "Same as Section A".

**City, State, and ZIP Code**

Enter the name of the city, the two-letter USPS abbreviation for the state (for example, TX), and the ZIP Code. (Enter the full ZIP+4 if you know it.)

**Physical Address**

Enter the physical address of the site itself. TCEQ staff should be able to use this address to find the site. Please follow the US Postal Service standards as described under "A. Construction Site Operator Information" on page 1 of these instructions. If the project / site does not have a physical address, enter "No Address".

**City, County, and ZIP Code**

Enter the name of the city, the county, and the ZIP Code. (Enter the full ZIP+4 if you know it.) This information must be provided even if you have entered "No Address" in the previous field.

**Location Access Description**

Enter a physical description of the location of the site based on highway intersections and/or permanent landmarks.

**Latitude and Longitude**

Enter the latitude and longitude of the site in *either* degrees, minutes, and seconds *or* decimal form.

For help obtaining the latitude and longitude, go to:

<http://www.tnrc.state.tx.us/gis/drgview.html>

**Standard Industrial Classification (SIC) Code and Activity Description**

Provide the SIC code that best describes the construction activity being conducted at the site.

For help with SIC codes, go to:

<http://www.osha.gov/oshstats/sicser.html>

In addition to the SIC code, you must also provide a description of the construction activity being conducted at the site. This may include such descriptions as: "Apartment Building Construction" or "Shopping Center Construction."

**Storm Water Pollution Prevention Plan**

This plan identifies the areas and activities that could produce contaminated runoff at your site and then tells how you will ensure that this contamination is mitigated. For example, in describing your mitigation measures, your site's plan might identify the devices that collect and filter storm water, tell how those devices are to be maintained, and tell how frequently that maintenance is to be carried out. **You must develop this plan before you complete this NOI.** This plan must be available for a TCEQ investigator to review on request. Specific requirements for the development of the plan

can be found in the *Texas Pollutant Discharge Elimination System Construction General Permit (TXR150000)*.

**Estimated Area of Land Disturbed**

Provide the approximate number of acres that the construction site will disturb. It is appropriate to enter a value less than 5, only if the project is part of a larger common plan that disturbs five or more acres. If the acreage is less than 1, enter 1. "Disturb" means any clearing, grading, excavating, or other similar activities.

**Is the site located on Indian Country Lands?**

Check "Yes" only if the site is on a reservation or other areas designated by the federal government as Indian Country Lands. If not, check "No."

**Destination of Storm Water Discharge**

The storm water from your site eventually reaches a receiving water body such as a local stream or lake, possibly via a drainage ditch. The discharge may initially be into a municipal separate storm sewer system (MS4). Check the appropriate boxes for whether storm water is discharged into an MS4. If you checked "Yes" to "An MS4?", then enter the name of the entity that operates the storm sewer—often a city, town, or utility district, but possibly another form of government.

You must also provide the name of the water body that receives the discharge from the construction site (a local stream or lake). Storm water may be discharged directly to a receiving stream or via a storm sewer system. If known, please include the segment number if the discharge is to a classified water body.

For a map that includes segment numbers, go to:

<http://www.tnrc.state.tx.us/water/quality/data/index.html>

**D. Contact**

Give all the relevant information for the person whom TCEQ can contact if there are questions about any of the information on this form—perhaps the same person who completed the form.

**E. Payment Information**

Provide the number and account holder name from the check or money order used to pay the \$100 application fee.

**F. Certification**

The operator must sign and date this statement to validate this NOI. Be sure to enter the full legal name of the person signing the form and the relevant title—for example, "Operator," "Vice-President," or "Partner." Use the "Prefix" blank for such titles as Dr., Mr., or Ms., as desired. Use the "Suffix" blank for such designations as Ph.D., Jr., Sr., III, or J.D., if applicable.

For a corporation, the application shall be signed by a responsible corporate officer. A responsible corporate officer means a president, secretary, treasurer, or vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision-making functions for the corporation; or the manager of one or more manufacturing, production, or operating facilities employing more than 250 persons or having gross annual sales or expenditures exceeding \$25 million (in second-quarter 1980 dollars), if authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures. Corporate procedures governing authority to sign permit applications may provide for assignment or delegation to applicable corporate positions rather than to specific individuals.

For a partnership or sole proprietorship, the application shall be signed by a general partner or the proprietor, respectively.

For a municipality, state, federal, or other public agency, the application shall be signed by either a principal executive officer or a ranking elected official. For purposes of this application, a principal executive officer of a federal agency includes the chief executive officer of the agency, or a senior executive officer having responsibility for the overall operations of a principal geographic unit of the agency (e.g., regional administrator of the United States Environmental Protection Agency).

**Questions?**

If you have questions about any of the information on this form, contact our Storm Water Program at 512/239-4671 or look for "Storm Water" on our Web site:

[www.tceq.state.tx.us](http://www.tceq.state.tx.us)

ATTACHMENT 2



# CONSTRUCTION SITE NOTICE

FOR THE  
Texas Commission on Environmental Quality (TCEQ)  
Storm Water Program

## TPDES GENERAL PERMIT TXR150000

The following information is posted in compliance with **Part II.D.2.** of the TCEQ General Permit Number TXR150000 for discharges of storm water runoff from construction sites. Additional information regarding the TCEQ storm water permit program may be found on the internet at:

[www.tnrec.state.tx.us/permitting/waterperm/wwperm/tpdestorm](http://www.tnrec.state.tx.us/permitting/waterperm/wwperm/tpdestorm)

Contact Name and Phone Number:	
Project Description:  (Physical address or description of the site's location, estimated start date and projected end date, or date that disturbed soils will be stabilized)	
Location of Storm Water Pollution Prevention Plan :	

For Construction Sites Authorized Under Part II.D.2. (Obtaining Authorization to Discharge) the following certification must be completed:

I \_\_\_\_\_ (Typed or Printed Name Person Completing This Certification) certify under penalty of law that I have read and understand the eligibility requirements for claiming an authorization under Part II.D.2. of TPDES General Permit TXR150000 and agree to comply with the terms of this permit. A storm water pollution prevention plan has been developed and implemented according to permit requirements. A copy of this signed notice is supplied to the operator of the MS4 if discharges enter an MS4 system. I am aware there are significant penalties for providing false information or for conducting unauthorized discharges, including the possibility of fine and imprisonment for knowing violations.

\_\_\_\_\_  
Signature and Title

\_\_\_\_\_  
Date

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ATTACHMENT 3

TPDES OPERATOR'S INFORMATION

Owner's Name and Address: City of Houston

Mr. \_\_\_\_\_  
(City Official)

\_\_\_\_\_  
(Department)  
P. O. Box 1562  
Houston, Texas 77251-1562  
(713) 247-1000

Contractors' Names and Addresses:

General Contractor: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Telephone: \_\_\_\_\_

Site Superintendent: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Telephone: \_\_\_\_\_

Erosion Control and  
Maintenance Inspection: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Telephone: \_\_\_\_\_

Subcontractors' Names and Addresses:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Phone: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Phone: \_\_\_\_\_

**Note: Insert name, address, and telephone number of person or firms**

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ATTACHMENT 4

CONTRACTOR'S / SUBCONTRACTOR'S

CERTIFICATION FOR TPDES PERMITTING

I certify under penalty of law that I understand the terms and conditions of TPDES General Permit No. TXR150000 and the Storm Water Pollution Prevention Plan for the construction site identified as part of this certification.

Signature: \_\_\_\_\_  
Name: (printed or typed) \_\_\_\_\_  
Title: \_\_\_\_\_  
Company: \_\_\_\_\_  
Address: \_\_\_\_\_  
Date: \_\_\_\_\_

Signature: \_\_\_\_\_  
Name: (printed or typed) \_\_\_\_\_  
Title: \_\_\_\_\_  
Company: \_\_\_\_\_  
Address: \_\_\_\_\_  
Date: \_\_\_\_\_

Signature: \_\_\_\_\_  
Name: (printed or typed) \_\_\_\_\_  
Title: \_\_\_\_\_  
Company: \_\_\_\_\_  
Address: \_\_\_\_\_  
Date: \_\_\_\_\_

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ATTACHMENT 5  
EPA NPDES  
Construction  
Inspection Form



The following inspection is being performed in compliance with Part IV.D.4. of the NPDES Region 6 Storm Water Construction General Permit [63 Fed. Reg. 36502] and being retained in accordance with Part V of the Permit. Qualified personnel (provided by the permittee or cooperatively by multiple permittees) shall inspect disturbed areas of the construction site that have not been finally stabilized, areas used for storage of materials that are exposed to precipitation, placement and effectiveness of structural control measures, and locations where vehicles enter or exit the site. Inspections shall be performed at least once every 14 days and within 24 hours of the end of a storm event of 0.5 inches or greater. Where sites have been temporarily stabilized, runoff is unlikely due to winter conditions, or during seasonal arid periods in arid areas (0-10 inches of rainfall annually) and semi-arid areas (10-20 inches annually) such inspections shall be conducted at least once every month. This form is primarily intended for use with construction projects in Texas and New Mexico. Permittees on Indian Country lands in Oklahoma, Louisiana and Arkansas and some oil and gas facilities in Oklahoma may use this form if they are eligible for this permit. Other facilities need to check with their NPDES authority before using this form.

If you do not know your NPDES Permit Number, contact the NOI Processing Center at (301)495-4145. This form was prepared as an example and it is not a required form for use with the permit. Alternative forms may be used if they contain all of the required information as set forth in the permit. This form and additional information regarding the NPDES Region 6 storm water program may be found on the Internet at <http://www.epa.gov/region6/sw/>. Any person with a complaint about the operation of this facility in regards to this permit should contact EPA Region 6 at (214)665-7112.

Permit Number(s) covered by this inspection (e.g. owners, developers, general contractor, builders)	
Signature and Certification in accordance with Part VI.G of the permit:	<p>I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.</p> <p>Signature _____ Date _____</p>
Date of Inspection	
Inspector Name	
Is there a copy of the permit language with the SWPPP?	<input type="checkbox"/> YES <input type="checkbox"/> NO
Is the inspector qualified and are the qualifications documented in the SWPPP?	<input type="checkbox"/> YES <input type="checkbox"/> NO
Is an NPDES storm water construction sign posted at the entrance for all permittees?	<input type="checkbox"/> YES <input type="checkbox"/> NO
<p>You may want to use EPA Region 6 construction checklist to assure components of the SWPPP are complete. This form, the construction sign, and the checklist are available on the Region 6 NPDES Storm Water Forms and Documents web page which may be found on the internet at <a href="http://www.epa.gov/earth/r6/gen/w/formsw.htm">http://www.epa.gov/earth/r6/gen/w/formsw.htm</a>. In addition to the checklist, you should provide a narrative (see next page) on the existing Best Management Practices and Structural Controls found during each inspection. Any problems identified in an inspection should be corrected within 7 days. The inspection should cover all components of the SWPPP and all potential pollutants. While eroded soil is the primary pollutant of concern, do not forget to inspect for other pollutant sources such as fuel tanks, paints, solvents, stabilization materials, concrete hardner, batch plants, and construction debris. The inspector will need to update the SWPPP to reflect findings of the inspection. The site map should be updated after an inspection to show controls that have been added or removed, to ensure the site map is kept current in accordance with Part IV.C. of the permit.</p>	

Revision 4, March 1, 2000

**ATTACHMENT 5**

Narrative Findings of the inspection:

Observations should include any findings of Best Management Practices or controls that are not in accordance with the SWPPP. If a control is not in place or failed, observe the reason why. A control removed temporarily for work is not necessarily a violation if properly recorded in the SWPPP. If it has been removed, record why it was removed and, if applicable, when it will be reinstalled. If the control has failed, observe the conditions so a conclusion may be made as to whether the control failed for improper maintenance or improper design. The qualified inspector will know when a failed control is inadequate and should be replaced by an improved control mechanism. Qualified inspectors are to have authority to make changes to the SWPPP to assure compliance. Controls that have not been installed should be given a reason why they are not installed and/or a scheduled date for installation if they are designed for a later phase of construction. After the inspection, the SWPPP and its site map should be updated to reflect current conditions of controls and Best Management Practices at the time of the inspection. This includes removing uninstalled controls from the site map or otherwise denoting on the site map if they are no longer installed if the controls have been removed because they are no longer necessary (e.g. stabilization has been achieved in that area).

**ATTACHMENT 6**



# City of Houston

Storm Water Pollution Prevention Plan  
Construction Site Inspection Report

TPDES/EPA Permit Number \_\_\_\_\_

COH Storm Water Quality Permit Number \_\_\_\_\_

DATE \_\_\_\_\_

No exceptions noted.

The following must be corrected prior to continuing work:

Public Notice improperly posted

Initial Construction Site Inspection Report information requires updating

Copy of NOI not on site

Storm water pollution prevention plan not on site

Erosion and sediment controls improperly installed

Erosion and sediment control devices improperly maintained

Fueling or washout areas not properly protected

Portocan or other sanitary facilities not properly protected

Self-inspection and maintenance records incomplete

Sediment from site outside area of construction

Other (see description below)

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Please contact the Storm Water Quality Engineer at  
611 Walker, RA-257, Houston TX 77002  
713-837-7383 fax 713-837-0570

Once the above items have been corrected, call to arrange for reinspection. No further inspections for any construction related activity shall be made until the above items have been corrected.

\_\_\_\_\_  
Inspector's Signature

\_\_\_\_\_  
Contractor's Signature

\_\_\_\_\_  
Inspector's Name

\_\_\_\_\_  
Contractor's Name

not present

Distribution Stormwater Quality Engineer, Code Enforcement, Inspector, Operator  
(Operator is Contractor)

Form \_\_\_\_\_ (10-01-01)

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ATTACHMENT 7

	<b>Notice of Termination (NOT) for Storm Water Discharges Associated with Construction Activity under the TPDES Construction General Permit (TXR150000)</b>	<b>TCEQ Office Use Only</b>
		TPDES Permit Number: TXR15: ___ ___ ___ ___  - NO GIN Number: ___ ___ ___ ___
For help completing this application, read the TXR150000 NOI Instructions (TCEQ-20023-Instructions).		
<b>A. TPDES Permit Number:</b> TXR15 _____		
<b>B. Construction Site Operator</b>		Customer Reference Number: CN _____
Name: _____		
Mailing Address: _____		
City: _____ State: -- _____ Zip Code: _____		
Country Mailing Information (if outside USA) Territory: _____ Country Code: _____ Postal Code: _____		
Phone Number: _____ Extension: _____ Fax Number: _____		
E-mail Address: _____		
<b>C. Project / Site Information</b>		Regulated Entity Reference Number: RN _____
Name: _____		
Physical Address: _____		
Location Access Description: _____		
City: _____ County: -- _____ Zip Code: _____		
<b>D. Contact</b> - If the TCEQ needs additional information regarding this termination, who should be contacted?		
Name: _____ Title: _____		
Phone Number: _____ Extension: _____ Fax Number: _____		
E-mail Address: _____		
<b>E. Certification</b>		
I certify under penalty of law that authorization under the TPDES Construction General Permit (TXR150000) is no longer necessary based on the provisions of the general permit. I understand that by submitting this Notice of Termination, I am no longer authorized to discharge storm water associated with construction activity under the general permit TXR150000, and that discharging pollutants in storm water associated with construction activity to waters of the U.S. is unlawful under the Clean Water Act where the discharge is not authorized by a TPDES permit. I also understand that the submittal of this Notice of Termination does not release an operator from liability for any violations of this permit or the Clean Water Act.		
<b>Construction Site Operator Representative:</b>		
Prefix: _____ First: _____ Middle: _____		
Last: _____ Suffix: _____		
Title: _____		
Signature: _____ Date: _____		
If you have questions on how to fill out this form or about the storm water program, please contact us at (512) 239-4671. Individuals are entitled to request and review their personal information that the agency gathers on its forms. They may also have any errors in their information corrected. To review such information, contact us at (512) 239-3282.		
The completed NOT must be mailed to the following address:		
<b>Texas Commission on Environmental Quality</b> <b>Storm Water &amp; General Permits Team; MC - 228</b> P.O. Box 13087 Austin, Texas 78711-3087		
TCEQ - 20023 (02/03) <span style="float: right;">Page 1 of 1</span>		

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ATTACHMENT 7

Completing the Notice of Termination for Storm Water Discharges  
Associated with Construction Activity  
under the TPDES Construction General Permit (TXR150000)

**Who May File a Notice of Termination (NOT) Form**

Permittees disturbing 5 acres or more (or part of a larger common plan of development or sale disturbing 5 acres or more) who are presently covered under the Texas Pollutant Discharge Elimination System (TPDES) Construction General Permit must submit a Notice of Termination (NOT) when final stabilization has been achieved on all portions of the site that is the responsibility of the permittee; or another permitted operator has assumed control over all areas of the site that have not been finally stabilized and all silt fences and other temporary erosion controls have either been removed, scheduled for removal as defined in the SWP3, or transferred to a new operator if the new operator has sought permit coverage. Erosion controls that are designed to remain in place for an indefinite period, such as mulches and fiber mats, are not required to be removed or scheduled for removal.

**Final Stabilization** occurs when either of the following conditions are met:

- (a) All soil disturbing activities at the site have been completed and a uniform (e.g., evenly distributed, without large bare areas) perennial vegetative cover with a density of 70% of the native background vegetative cover for the area has been established on all unpaved areas and areas not covered by permanent structures, or equivalent permanent stabilization measures (such as the use of riprap, gabions, or geotextiles) have been employed.
- (b) For individual lots in a residential construction site by either:
  - (1) the homebuilder completing final stabilization as specified in condition (a) above; or
  - (2) the homebuilder establishing temporary stabilization for an individual lot prior to the time of transfer of the ownership of the home to the buyer and after informing the homeowner of the need for, and benefits of, final stabilization.
- (c) For construction activities on land used for agricultural purposes (e.g., pipelines across crop or range land), final stabilization may be accomplished by returning the disturbed land to its preconstruction agricultural use. Areas disturbed that were not previously used for agricultural activities, such as buffer strips immediately adjacent to a surface water and areas which are not being returned to their preconstruction agricultural use must meet the final stabilization conditions of condition (a) above.

**A. TPDES Permit Number**

Provide the TPDES permit number assigned to the operator of the construction site.

**B. Construction Site Operator Information**

**Customer Reference Number**

This number designates the operator's status as a TCEQ "customer"—in other words, an individual or business that is involved in an activity that we regulate. We assign each customer a number that begins with "CN," followed by nine digits. **This is not a permit number, registration number, or license number.** In the remainder of this section, we will use "this customer" to mean the operator for Part B of the form.

- If this customer has not been assigned a Customer Reference Number, leave the space for the Customer Reference Number blank.
- If this customer has already been assigned this number, enter the operator's Customer Reference Number.
- **Do not enter a permit number, registration number, or license number in place of the Customer Reference Number.**

**Name**

Enter the legal name of this customer as authorized to do business in Texas. Include any abbreviations (LLC, Inc., etc.).

**Mailing Address**

Enter a central and general mailing address for this customer to receive mail from the TCEQ. For example, if this customer is a large company, this address might be the corporate or regional headquarters. On the other hand, for a smaller business, this address could be the same as the site address.

**If this is a street address, please follow US Postal Service standards.** In brief, these standards require this information in this order:

- the "house" number—for example, the 1401 in 1401 Main St
- if there is a direction before the street name, the one- or two-letter abbreviation of that direction (N, S, E, W, NE, SE, SW, or NW)
- the street name (if a numbered street, do not spell out the number—for example, 6th St, not Sixth St)
- an appropriate abbreviation of the type of street—for example, St, Ave, Blvd, Fwy, Exwy, Hwy, Cr, Ct, Ln
- if there is a direction after the street name, the one- or two-letter abbreviation of that direction (N, S, E, W, NE, SE, SW, or NW)
- if there is a room number, suite number, or company mail code

**City, State, and ZIP Code**

Enter the name of the city, the two-letter USPS abbreviation for the state (for example, TX), and the ZIP Code. (Enter the full ZIP+4 if you know it.)

ATTACHMENT 7

**Country Mailing Information**

If this address is *outside* the United States, enter the territory name, country code, and any non-ZIP mailing codes or other non-U.S. Postal Service features here. If this address is *inside* the United States, leave these spaces blank.

**Phone Number and Extension**

This number should correspond to this customer's mailing address given earlier. Enter the area code and phone number here. Leave "Extension" blank if this customer's phone system lacks this feature.

**Fax Number**

This number should correspond to this customer's mailing address given earlier. Enter the area code and fax number here.

**E-mail Address**

As with the mailing address, this should be a general address that is appropriate for e-mail to this customer's central or regional headquarters, if applicable.

**C. Project / Site Information**

**Regulated Entity Reference Number**

This number designates this site's status as a TCEQ "regulated entity"—in other words, a location where an activity that we regulate occurs. We assign each regulated entity a number that begins with "RN," followed by nine digits. ***This is not a permit number, registration number, or license number.***

- If this site has not been assigned a Regulated Entity Reference Number, leave the space for the Regulated Entity Reference Number blank.
- If this site has already been assigned this number, enter the Regulated Entity Reference Number.
- ***Do not enter a permit number, registration number, or license number in place of the Regulated Entity Reference Number.***

**Name**

Enter the name by which you want this site to be known to the TCEQ.

**Physical Address**

Enter the physical address of the site itself. TCEQ staff should be able to use this address to find the site.

**Location Description**

Enter a physical description of the location of the site based on highway intersections and/or permanent landmarks.

**City, County, and ZIP Code**

Enter the name of the city, the county, and the ZIP Code. (Enter the full ZIP+4 if you know it.)

**D. Contact**

Give all the relevant information for the person whom TCEQ can contact if there are questions about any of the information on this form—perhaps the same person who completed the form.

**E. Certification**

The operator must sign and date this statement to validate this NOI. Be sure to enter the full legal name of the person signing the form and the relevant title—for example, "Operator," "Operator's attorney," or "Senior Site Manager." Use the "Prefix" blank for such titles as Dr., Mr., or Ms., as desired. Use the "Suffix" blank for such designations as Ph.D., Jr., Sr., III, or J.D., if applicable.

For a corporation, the application shall be signed by a responsible corporate officer. A responsible corporate officer means a president, secretary, treasurer, or vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision-making functions for the corporation; or the manager of one or more manufacturing, production, or operating facilities employing more than 250 persons or having gross annual sales or expenditures exceeding \$25 million (in second-quarter 1980 dollars), if authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures. Corporate procedures governing authority to sign permit applications may provide for assignment or delegation to applicable corporate positions rather than to specific individuals.

For a partnership or sole proprietorship, the application shall be signed by a general partner or the proprietor, respectively.

For a municipality, state, federal, or other public agency, the application shall be signed by either a principal executive officer or a ranking elected official. For purposes of this application, a principal executive officer of a federal agency includes the chief executive officer of the agency, or a senior executive officer having responsibility for the overall operations of a principal geographic unit of the agency (e.g. regional administrator of the United States Environmental Protection Agency).

**Questions?**

If you have questions about any of the information on this form, contact our Storm Water Program at 512/239-4671 or look for "Storm Water" on our Web site:

[www.tceq.state.tx.us](http://www.tceq.state.tx.us)