

Phase II (Small) MS4 Annual Report Form

TPDES General Permit Number TXR040000

A. General Information

Authorization Number TXR040561 Annual Report Year: 12/13-12/14

MS4 Operator Level: II Name of MS4/Permittee: Johnson County

Contact Name: Sammy Baxter Telephone Number: 817-556-6128

Mailing Address: Johnson County Public Works. 1 N. Main St, Cleburne, Texas 76033.

E-mail Address: sbaxter@johnsoncountytexas.org

B. Narrative Provisions (Part IV Section B.2.(a))

Provide information on the status of complying with permit conditions: (Part V - Standard Permit Conditions):

	Yes	No	Explain
Permittee is currently in compliance with the SWMP as submitted to and approved by the TCEQ.	X		
Permittee is currently in compliance with recordkeeping and reporting requirements.	X		
Permittee meets the eligibility requirements of the permit (e.g., TMDL requirements, Edwards Aquifer limitations, compliance history, etc.)	X		

2. Provide a general assessment of the appropriateness of the selected BMPs. Use table below or attach a summary, as appropriate (See Example 1 in instructions):

MCM(s)	BMP	BMP is appropriate for reducing the discharge of pollutants in stormwater (yes or no). Explain.
#1. Public Education	Texas Smartscape	Yes. Johnson County will continue to work with the Master Gardeners of Johnson County to perform landscaping functions, and provide an information kiosk to educate residents.
#1. Public Education	Seminar Presentation	Yes. Johnson County will continue to conduct these seminars and incorporate stormwater information into these seminars
#1. Public Education	Website	Yes. Johnson County maintains an informative website that distributes information regarding a variety of subjects important to residents and visitors.
#1. Public Education	Networking	Yes. Johnson County will continue to attend NCTCOG meetings and keep abreast of stormwater training and educational opportunities offered by this group and other similar groups.
#1. Public Education	Household Hazardous Waste (HHW)	Yes. Johnson County will continue to partner with the City of Fort Worth to utilize their HHW drop-off facility.
#1. Public Education	Public Notice for Meetings	Yes. Both Johnson County Commissioner's Court and NCTCOG meetings meet TCEQ minimum requirements for public involvement/participation.
#1. Public Education	Posting Draft SWMP on Website	Yes. Draft SWMP has been posted.
#1. Public Education	Citizen Complaint Registry	Yes. Johnson County will monitor Citizen Complaint Registry and investigate alleged septic system failures and suspected illicit discharges.
#2 Illicit Discharge Detection/Elimination	Illegal Dumping Enforcement	Yes. Johnson County will continue to coordinate with the Sheriff's Office to report, investigate, and enforce illegal dumping incidents.
#2 Illicit Discharge Detection/Elimination	On-site sewage facilities	Yes. Johnson County will investigate all alleged septic system failures and document actions taken to correct problems, and inspect new systems.
#2 Illicit Discharge Detection/Elimination	Roadway and drainage review	Yes. Johnson County will inspect roadway and drainageways, and investigate all suspected illicit discharges.
#2 Illicit Discharge Detection/Elimination	HHW	Yes. Johnson County will continue with Fort Worth, but not with the City of Cleburne.
#2 Illicit Discharge Detection/Elimination	Emergency Planning Procedure	Yes. Revise and implement procedures to respond to hazardous materials incidents in the unincorporated urbanized areas of Johnson County.

MCM(s)	BMP	BMP is appropriate for reducing the discharge of pollutants in stormwater (yes or no). Explain.
#2 Illicit Discharge Detection/Elimination	Storm drain system mapping	Yes. Johnson County will develop storm drain system map of the UUA of Johnson County.
#3. Construction Site Stormwater Runoff Control	Platting/Permitting Procedural Review	Yes. Conduct periodic interdepartmental reviews of platting/permitting procedures and ensure procedures are in compliance with the MS4 permitting requirements.
#3. Construction Site Stormwater Runoff Control	Review of Inter-Local Agreements	Yes. Review inter-local agreements periodically to ensure they include provisions that ensure compliance with the MS4 stormwater permit
#3. Construction Site Stormwater Runoff Control	Land Development Rules and Regulations	Yes. Review existing land development rules and regulations to ensure they include provisions that ensure compliance with the MS4 stormwater permit.
#3. Construction Site Stormwater Runoff Control	NOI/CSN Files	Yes. Establish and maintain a file for NOIs and CSNs.
#3. Construction Site Stormwater Runoff Control	iSWM Policy guidebook	Yes. Request the Commissioner's Court iSWM Policy Guidebook and require construction sites to comply with its practices.
#4. Post-Construction Stormwater in New/Re-development	Pervious Drainage Systems	Yes. Johnson County will generally allow developers, home builders, and residents in the UA to use at grade, open/unlined grassy drainage ditches.
#4. Post-Construction Stormwater in New/Re-development	Drainage Analysis and Tracking	Yes. Johnson County will review plats for adequate culvert and storm drain design.
#4. Post-Construction Stormwater in New/Re-development	Texas Smartscape	Yes.
#4. Post-Construction Stormwater in New/Re-development	Floodplain Regulations	Yes. Johnson County will work within 44 CFR 60.3 flood management parameters to control, construct, manage, and inspect any FEMA floodplain.
#4. Post-Construction Stormwater in New/Re-development	iSWM Implementation	Yes. Johnson County will utilize the iSWM program manual as a guideline when approving plats, conducting inspections, and performing corrective measures that promote stormwater quality.
#5. Pollution Prevention and Good Housekeeping for Municipal Operations	County Facility Inventory	Yes. Johnson County will develop and maintain an inventory of facilities that are owned or operated by the County.
#5. Pollution Prevention and Good Housekeeping for Municipal Operations	Training	Yes. Continue to implement a training program to inform county personnel about the identification of illicit discharges, logging inspections and reporting violations, and tracking costs.

MCM(s)	BMP	BMP is appropriate for reducing the discharge of pollutants in stormwater (yes or no). Explain.
#5. Pollution Prevention and Good Housekeeping for Municipal Operations	County Operation and Maintenance	Yes. Johnson County will evaluate their O&M activities associated with road and parking lot maintenance, bridge maintenance, cold weather operations, and right-of-way maintenance.
#5. Pollution Prevention and Good Housekeeping for Municipal Operations	Contractor Requirements and Oversight	Yes. Johnson County will require any contractors hired to perform maintenance activities to comply with stormwater management operating procedures described in Section 3.7.

3. Describe progress towards reducing the discharge of pollutants to the maximum extent practicable. Summarize any information used (such as monitoring data) to evaluate reductions in the discharge of pollutants. Use a table or attach a narrative description as appropriate:

MCM	BMP	Parameter	Quantity	Units	Does BMP Demonstrate a Direct Reduction in Pollutants? (Yes / No / Explain)

The annual public outreach seminar included topics on septic systems, which helped the public to ensure their septic waste did not contaminate stormwater. The seminar also contained information on harvesting rain water, which helps reduce stormwater run-off and contamination of surface waters. The HHW program has partnered the county with the city of Fort Worth to ensure hazardous waste is disposed of properly, thereby reducing pollution of creeks and sewer systems. A citizen complaint registry developed by Johnson County tracks cases of illicit dumping and sewage system failures with the county. This registry helps ensure the county is responding to all cases that may threaten the health of surface waters. The county is also requiring developers to submit CSNs/NOIs/SWPPPs prior to approving development permits, which is greatly reducing pollutants from entering surface waters during the construction and development process.

4. Provide the measurable goals for each of the MCMs, and an evaluation of the success of the implementation of the measurable goals (See Example 2 in instructions):

MCM(s)	Measurable Goal(s)	Success
1	Texas Smartscape. Master Gardeners of Johnson County will maintain landscapes at County-owned facilities.	Met Goal. Johnson County has developed a schematic of the Guinn Justice Center gardens project.
1	Seminar Presentation: Conduct seminar once per year for the five year permit term. The number of participants at the seminars will be recorded	Met Goal. The seminar was conducted for the permitted year on October 14, 2014. The seminar included information on rainwater harvesting, which helps reduce stormwater run-off and contamination. There were 24 participants at the seminar.
1	Networking: Participate in meetings and Regionally Developed Initiatives and disperse information gleaned from these activities to citizens and employees of Johnson County.	Stormwater related materials have been chosen for a display rack to disperse information. The display rack is available to the public at all times.
1	HHW: Monitor and report residents' participation. Record educational material distributed	Met goal. Johnson County is currently partnering with city of Fort Worth for the disposal of hazardous substances.
1	Public Notice: Staff will verify that Commissioner's Court and NCTCOG meetings comply with public notice requirements and include that information in annual reports to TCEQ.	Met goal. Johnson County staff have attended 2 NCTCOG meetings and ensured they complied with public notice requirements. Commissioner's Court meets public notice requirements.
1	Post Draft SWMP: Prior to submittal to TCEQ accept comments from public and incorporate into SWMP as appropriate	Met goal. Johnson County ensured the NOI and Notice of Application for Small MS4 was printed in the Newspaper (Cleburne Times Review) to inform public and begin generating comments.

MCM(s)	Measurable Goal(s)	Success
1	Citizen Complaint Registry: Investigate 80% of citizen and staff reported illicit discharges and septic system failures in UUA within two weeks.	Met goal. A document of Johnson County's citizen and staff complaints has been created. 160 complaints were reported during the permit year, with 156 complaints investigated and resolved. Therefore, Johnson county has exceeded its goal of 80% with a rate of 97%.
2	Illegal Dumping Enforcement: Refer all cases of suspected illegal dumping incidents to the Sheriff's Office and record number of referrals and disposition of those referrals.	Met goal. Johnson County has been referring cases of illegal dumping to the Sheriff's Office.
2	Onsite Sewage Facilities: Track all inspections and corrective actions taken regarding OSSFs.	Met goal. Johnson County is tracking inspections and corrective actions regarding OSSFs. Johnson County has inspected and responded to 156 of 160 (97%) of its OSSF complaints.
2	Roadway and Drainage Review: Track all inspections and corrective actions taken regarding suspected illicit discharges.	Met goal. Johnson County is tracking actions taken regarding illicit discharges. 97% of suspected illicit discharge cases have been resolved by the county for the reporting year.
3	Platting/Permitting: Johnson County will require that a SWPPP, CSNs, NOIs (when appropriate), and drainage studies be submitted during platting and before Development Permit applications are approved.	Johnson County requires NOI, CSN, and SWPPP prior to approving development permits. Johnson County has 5 NOIs and CSNs for large construction sites. In addition, Johnson County has 3 APO Affidavits.
3	NOI/CSN File: Johnson County will establish a file for construction site NOIs and CSNs during Year 2 and maintain the file throughout the remainder of the permit term.	Johnson County has created these files a year ahead of schedule. The file contains 5 CSNs and NOIs for large construction site. In addition, Johnson County has 3 APO Affidavits.

MCM(s)	Measurable Goal(s)	Success
3	Inter-Local Agreements: Johnson County will periodically review inter-local agreements and ensure new agreements are compliant with the MS4 stormwater permit.	No new inter-local agreements have been made. Johnson County will ensure future inter-local agreements are compliant with the MS4 stormwater permit.
3	Land Development: Johnson County will ensure that new and existing development rules and regulations approved by the Commissioner's Court are in compliance with MS4 stormwater permit requirements	In progress. No new rules have been developed. Johnson County has developed a brochure for land developers to ensure they comply with MS4 stormwater permit requirements.
4	Previous Drainage Systems: Johnson County will allow open/unlined grassy drainage ditches and channels to receive and transport storm water runoff generated offsite (i.e. on adjacent private land) from impervious surfaces such as roofs, driveways, sidewalks, and private and public roads and streets.	In progress. Johnson County allows open/unlined grassy drainage ditches and channels to receive and transport storm water runoff generated offsite (i.e. on adjacent private land) from impervious surfaces.
4	Drainage Analysis and Tracking: Johnson County will implement the drainage review process while reviewing plats and issuing development permits	Goal in progress. Johnson County has implemented the drainage review process. Pictures of stormwater run-off locations are being compiled in a computer file for Johnson County. Johnson County has completed 3 drainage studies.
5	Training: Johnson County will develop a training program and reporting forms during Year 1 of the Permit term	Did not meet goal. Johnson County is still in the process of developing a training program.

C. Stormwater Monitoring Data (Part IV Section B.2.(b))

1. The MS4 has conducted analytical monitoring of stormwater quality and submitted in the annual report.

Yes No

a. Explain below or attach a summary to submit along with any monitoring data used to evaluate the success of the SWMP at reducing pollutants to the maximum extent practicable. Be sure to include a discussion of results: **N/A**

D. Impaired Waterbodies (Part IV Section B.2.(c))

1. If applicable, explain below or attach a summary of any activities taken to address the discharge to impaired waterbodies, including any sampling results and a summary of the small MS4's BMPs used to address the pollutant of concern: **N/A**

2. Describe the implementation of targeted controls if the small MS4 discharges to an impaired water body with an approved TMDL (*Part II Section D.4.(a)*): **N/A**

3. Report the benchmark identified by the MS4 and assessment activities (*Part II Section D.4.(a)(6)*): **N/A**

Benchmark Parameter <i>(Ex: Total Suspended Solids)</i>	Benchmark Value	Description of additional sampling or other assessment activities	Year(s) conducted

4. Provide an analysis of how the selected BMPs will be effective in contributing to achieving the benchmark (*Part II Section D.4.(a)(4)*): **N/A**

Benchmark Parameter	Selected BMP	Contribution to achieving Benchmark

5. If applicable, report on focused BMPs to address impairment (*Part II Section D.4.(a)(5)*): **N/A**

Pollutant to Address <i>(Ex: Bacteria)</i>	Description of Focused BMP	Comments/Discussion

6. Describe progress in achieving the benchmark (*Part II.D.4.(a)(6)*): **N/A**

For example, the MS4 may use the following indicators:

- number of sources identified or eliminated;
- decrease in number of illegal dumping;
- increase in illegal dumping reporting;
- number of educational opportunities conducted;
- reductions in sanitary sewer flows (SSOs)
- increase in illegal discharge detection through dry screening

Benchmark Indicator	Description/Comments

E. Stormwater Activities (Part IV Section B.2.(d))

Describe any stormwater activities the MS4 operator has planned for the next reporting year. Use the table or attach a summary, as appropriate:

MCM(s)	BMP	Stormwater Activity	Description/Comments
1	Website	Public outreach, education, and involvement.	The links to the other websites, as well as updating of the calendar of events should be operational by year 2 of this permit term. The number of site visits will be recorded.
3	CSN/NOI Files	Stormwater runoff control.	This has been completed during year 1.
4	Floodplain Regulations	Post-construction stormwater management in new developments.	Incorporate flood regulations in platting and permitting procedures. In addition, Johnson County will update the current flood program procedures and guidelines.
5	Training	Pollution Prevention and Good Housekeeping	Johnson County will develop a training program, which will be implemented beginning in Permit year 2.
5	County Operation and Maintenance	Pollution Prevention and Good Housekeeping.	Johnson County will evaluate and identify potential pollutants emanating from O&M activities during years 2 and 3 of the Permit term.

The BMPs listed in the above table are designated in the SWMP to be implemented specifically during year 2 of the permit term. However, the BMPs listed in Table 2 in Section B: Narrative Provisions are designated to be implemented throughout years 1 through 5 of the permit term, and will continue to be implemented during the next reporting year.

F. SWMP Modifications (Part IV Section B.2.(e))

1. Changes have been made or are proposed to the SWMP since the NOI or the last annual report, including changes in response to TCEQ's review.

Yes No

If 'Yes', report on changes made to measurable goals and BMPs:

MCM(s)	Measurable Goal(s) or BMP(s)	Implemented or Proposed Changes (Submit NOC as needed)
1, 2	HHW	Johnson County will no longer participate with the City of Cleburne, but will continue with the City of Fort Worth.

Note: If changes include additions or substitutions of BMPs, include a written analysis explaining why the original BMP is ineffective or not feasible and why the replacement BMP is expected to achieve the goals of the original BMP.

2. Explain additional changes or proposed changes not previously mentioned (i.e. dates, contacts, procedures, annexation of land etc.):

G. Additional BMPs (Part IV Section B.2.(f))

Provide a description and schedule for implementation of additional BMPs that may be necessary, based on monitoring results, to ensure compliance with applicable TMDLs and implementation plans. **N/A**

BMP	Description	Implementation Schedule (Start Date etc.)	Status / Completion Date (completed, in progress, not started)

H. Additional Information (Part IV Section B.2.(g))

1. Is the permittee relying on another entity/ies to satisfy some of its permit obligations?

Yes No

If "Yes," provide the name(s) of other entity/ies and an explanation of their responsibilities (add more spaces or pages if needed):

Name and Explanation:

Name and Explanation:

Name and Explanation:

Name and Explanation:

Name and Explanation:

2.a. Is the named permittee sharing a SWMP with other entities?

Yes No

2.b. If 'yes,' is this a system-wide annual report including information for all permittees?

Yes No

If 'Yes,' list all associated permit numbers and permittee names (add additional spaces or pages if needed):

Authorization Number: _____	Permittee: _____
Authorization Number: _____	Permittee: _____
Authorization Number: _____	Permittee: _____
Authorization Number: _____	Permittee: _____

I. Construction Activities (Part IV Section B.2.(h-i))

1. a. Does the permittee utilize the optional seventh MCM related to construction?

Yes No

1. b. If 'yes,' then provide the following information for this permit year:


The number of municipal construction activities authorized under this general permit	
The total number of acres disturbed for municipal construction projects	
The number of construction projects in the jurisdiction of the MS4 where the permittee was not the construction site operator (as provided in submittals to the MS4 operator via notices of intent or site notices)	

Note: Though the seventh MCM is optional, implementation must be requested on the NOI or on a NOC and approved by the TCEQ.

J. Certification

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.

Name (printed): Roger Harmon Title: Johnson County Judge

Signature:  Date: 3/23/15

Name (printed): _____ Title: _____

Signature: _____ Date: _____

Name (printed): _____ Title: _____

Signature: _____ Date: _____

Name (printed): _____ Title: _____

Signature: _____ Date: _____

Name (printed): _____ Title: _____

Signature: _____ Date: _____

Note: If this is this a system-wide annual report including information for all permittees, each permittee shall sign and certify the annual report in accordance with 30 TAC §305.128 (relating to Signatories to Reports).



TCEQ Notice of Change (NOC) to an Authorization or Waiver for Stormwater Discharges from Small Municipal Separate Storm Sewer Systems (MS4) under the TPDES Phase II MS4 General Permit (TXR040000)

IMPORTANT – Please read the following information and INSTRUCTIONS before filling out this form.

This form will be returned for any of the following reasons:

- 1) The authorization number is not provided, is invalid, or is no longer active,
- 2) Wet ink signature of person meeting signatory requirements is not provided,
- 3) The current permittee is not the applicant, and;
- 4) A requested change in operator name is not a legal name change.

This form cannot be used for a change in Operator. Refer to the general permit for information.

What is the authorization or waiver to be changed? TXR040561 or TXRMW_____

1) OPERATOR (PERMITTEE):

- a) What is the full Legal Name of the current Operator as on the authorization?
Johnson County_____
- b) What is the Customer Number (CN) assigned to this operator? You may search for your CN at: <http://www12.tceq.texas.gov/crpub/index.cfm?fuseaction=cust.CustSearch>
CN 602629933_____
- c) What is the Regulated Entity Reference Number (RN) assigned to this site?
RN 105601819_____
- d) What is the name and title of the person signing the application? The person must be an executive official meeting signatory requirements in TAC §305.44.
Prefix (Mr. Ms Miss): Mr._____
First/Last Name: Roger/Harmon_____ Suffix: _____
Title: Johnson County Judge_____ Credential: _____

2) APPLICATION CONTACT

If TCEQ needs additional information regarding this application, who should be contacted?

Prefix (Mr. Ms. Miss): Mr._____

First/Last Name: Sammy/Baxter_____ Suffix: _____

Title: _____ Credential: _____

Organization Name: Johnson County Public Works
Phone Number: (817) 556-6128 Extension: _____ Fax Number: _____
E-mail Address: sbaxter@johnsoncountytexas.org
Mailing Address: 1 North Main Street
Internal Routing (Mail Code, Etc.): _____
City: Cleburne State: Texas ZIP Code: 76033
Mailing Information if outside USA
Territory: _____ Country Code: _____ Postal Code: _____

3) REQUESTED CHANGE TO PERMITTED INFORMATION

What information has changed or needs to be corrected? Check one or more of the following options and enter the new information below.

- Operator legal name change with Texas Secretary of State (TX SOS)
Note: Authorizations are not transferable. If a change in entity has occurred, this NOC is not attainable.
- Address and contact information for operator or billing for annual fee
- Site Information (Regulated Entity).
Note: Authorizations under a general permit are site specific. If a change in site location has occurred, this NOC is not attainable.
- Change to the approved Stormwater Management Program (SWMP)

a) Operator Legal Name Change

1. What is the NEW active Legal Name with TX SOS or on other legal document?
New Legal Name: _____
2. What is the TX SOS Filing Number for us to confirm this official name change?
(This is only applicable to Limited Partnerships or Corporations.)
TX SOS Filing number: _____

b) Address and Contact Information Change

1. What information has changed? Check one or more as applicable.
 - Operator mailing address for permit correspondence
 - Billing address/contact for receiving Annual Fee Statement
2. Is the updated information the same for each selection?
 - Yes - Provide the updated information in the fields below.
 - No - Use Attachment 1 of the NOC to provide the updated address.

Prefix (Mr. Ms. Miss): _____
First/Last Name: _____ Suffix: _____
Title: _____ Credential: _____
Organization Name: _____
Phone Number: _____ Extension: _____ Fax Number: _____
E-mail Address: _____

Mailing Address: _____
Internal Routing (Mail Code, Etc.): _____
City: _____ State: _____ ZIP Code: _____
Mailing Information if outside USA:
Territory: _____ Country Code: _____ Postal Code: _____

c) Regulated Entity (RE) Site Information Correction or Update

1. Updated or corrected description of the regulated MS4 boundaries:

2. Other update to regulated entity information. Please explain.

d) Change to the Approved SWMP

Check the applicable item(s) to be changed or updated and complete the section for each item. Reference the attachment for each item.

- Add the 7th Minimum Control Measure (MCM) to the approved SWMP.

Complete Attachment 2 of the NOC and the following question:

Are you seeking to use the 7th MCM only in the regulated (urbanized) area?

- Yes – Attach the MCM with Attachment 2 of the NOC.

- No – Attach the MCM with Attachment 2 of the NOC and indicate Yes to the following certification*:

I certify that the MS4 is in compliance with all of the MCMs listed in this general permit, in the MS4's additional area where the 7th MCM will be utilized.

- Yes

*Failure to indicate YES to this certification will result in denial.

- Request to update the approved SWMP, replacing a less effective or infeasible Best Management Practice (BMP) specifically identified in the SWMP with an alternate BMP. The request must include the following:

- An explanation of why the BMP was eliminated.

- An explanation of the effectiveness of the replacement BMP.

- An explanation of why the replacement BMP is expected to achieve the goals of the replaced BMP.

Are the revisions to the approved SWMP attached?

- Yes, enclosed as _____

Other requested changes to the approved SWMP requiring TCEQ approval.

Are the revisions to the approved SWMP attached?

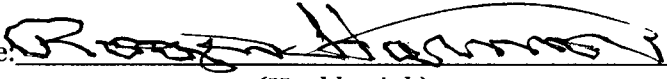
Yes, enclosed as Attachment A: Update BMP for Household Hazardous Waste

4) OPERATOR CERTIFICATION

I, Roger Harmon Judge
Typed or printed name *Title*

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

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

Signature:  Date: 3/23/15
(Use blue ink)

**Attachment 1 to a NOC Form for Providing Address & Contact Information Related
to a Specific Authorization or Waiver under the Phase II MS4 General Permit
TXR040000**

Authorization or Waiver Number (required): TXR04 or TXRMW

Provide additional address and contact information below. Incomplete and invalid addresses will not be used. Verify mailing addresses at: <https://tools.usps.com/go/ZipLookupAction!input.action>

A. Operator

Phone Number: _____ Extension: _____ Fax Number: _____
E-mail Address: _____
Mailing Address: _____
Internal Routing (Mail Code, Etc.): _____
City: _____ State: _____ ZIP Code: _____
Mailing Information if outside USA
Territory: _____ Country Code: _____ Postal Code: _____

B. Billing Contact Information and Address for Receiving Annual Fee Statement

Prefix (Mr. Ms. Miss): _____
First/Last Name: _____ Suffix: _____
Title: _____ Credential: _____
Organization Name: _____
Phone Number: _____ Extension: _____ Fax Number: _____
E-mail Address: _____
Mailing Address: _____
Internal Routing (Mail Code, Etc.): _____
City: _____ State: _____ ZIP Code: _____
Mailing Information if outside USA
Territory: _____ Country Code: _____ Postal Code: _____

Attachment 2 to a NOC Form for adding the Optional 7th Minimum Control Measure Related to a Specific Authorization or Waiver under the Phase II MS4 General Permit TXR040000

7th Minimum Control Measure Cover Sheet

This cover sheet MUST be completed by indicating the page number where the requested item will be found in the MCM. Provide the page number in the left column for each item. The questions relating to the Edwards Aquifer must also be answered.

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

Operator Name on NOI: _____

Optional 7th MCM: Municipal Construction Activities (only available within the regulated area where the MS4 operator meets the definition of construction site operator)

If this MCM is utilized applicable, SWMP must include the following information:

Page # (s)

Description of how construction activities will generally be conducted so as to take into consideration local conditions of weather, soils, and other site specific considerations

Description of the area that this MCM will address and where the MS4 operator's construction activities are covered (e.g. within the boundary of the urbanized area, the corporate boundary, a special district boundary, an extra territorial jurisdiction, or other similar jurisdictional boundary)

If the area included in this MCM includes areas outside of the UA, then all MCMs will be implemented over those additional areas as well.

Description provided for one of the following:

- How contractor activities will be supervised or overseen to ensure that the Stormwater Pollution Prevention Plan (SWP3) requirements are properly implemented at the construction site(s); or
- How the MS4 operator will make certain that contractors have a separate authorization for storm water discharges if needed.

General description of how a construction SWP3 will be developed for each construction site.

Edwards Aquifer Rule

Is the discharge or potential discharge from regulated construction activities within the Recharge Zone, Contributing Zone, or Contributing zone within the Transition zone of the Edwards Aquifer?

- Yes - If Yes, please note that a copy of the agency approved Water Pollution Abatement Plan required by the Edwards Aquifer Rule (30 TAC Chapter 213) must be either included or referenced in the construction SWP3(s).
- No

**Notice of Change (NOC) to an Authorization or Waiver for Stormwater Discharges
from Small Municipal Separate Storm Sewer Systems (MS4) under the TPDES
Phase II MS4 General Permit (TXR040000)**

GENERAL INFORMATION

Where to Send the NOC:

BY REGULAR U.S. MAIL:

Texas Commission on Environmental Quality
Applications Review and Processing Team
(MC-148)
P.O. Box 13087
Austin, Texas 78711-3087

BY OVERNIGHT/EXPRESS MAIL:

Texas Commission on Environmental Quality
Applications Review and Processing Team
(MC-148)
12100 Park 35 Circle
Austin, TX 78753

TCEQ Contact List:

Small Business and Local Government Assistance	800/447-2827
Application – status and form questions:	512/239-4671
Technical questions:	512/239-4671
Environmental Law Division:	512/239-0600
Records Management - obtain copies of forms:	512/239-0900
Reports from databases (as available):	512/239-DATA (3282)
Cashier's office:	512/239-0357 or 512/239-0187

NOC Process:

- 1. Administrative Review:** The form will be reviewed to ensure the request is from the permittee (operator) on the authorization, the permit is active and initial coverage was acknowledged. Each item on the form will be reviewed for a complete response. In addition, the operator's legal name change must be verified with Texas Secretary of State (if applicable). The address(s) on the form must be verified with the US Postal Service (USPS) as an address receiving regular mail delivery. Never give an overnight/express mailing address.

If an item is incomplete or not verifiable, the operator may be notified by letter, phone call or email. In some instances as noted at the beginning of the form, the request may simply be returned.

- 2. NOC Confirmation:** An updated Acknowledgment Certificate will be mailed to the operator only if the NOC is to change information provided on the acknowledgment certificate. The original coverage effective date will not change.

General Permit (Your Permit) and Forms

You may view and print the general permit on the TCEQ web site <http://www.tceq.texas.gov>. Search using key word TXR040000. General Permit Forms (NOI, Waiver, NOT, and NOC) and instructions are available on the TCEQ web site <http://www.tceq.texas.gov>.

Change in Operator

An authorization under the general permit is not transferable. If the operator of the regulated entity changes, the present permittee must submit a NOT and the new operator must submit a NOI. The NOI must be submitted not later than 10 days prior to the change in Operator status. Note that the NOT is effective on the postmarked date. It may be necessary to not terminate the existing permit until coverage by the new entity is confirmed.

TCEQ Central Registry Core Data Form

The Core Data Form has been incorporated into this form. Do not send a Core Data Form to TCEQ. You can find the information on the Central Registry web site at <http://www12.tceq.texas.gov/crpub/index.cfm>.

You can search by the Regulated Entity (RN), Customer Number (CN) or Name (Permittee), or by your permit number under the search field labeled *Additional ID*.

The Customer (Permittee) is responsible for providing consistent information to the TCEQ, and for updating all CN and RN data for all associated authorizations as changes occur. For General Permits, a Notice of Change form must be submitted to the program area for approval to update the CN and RN data in central registry.

INSTRUCTIONS FOR FILLING OUT THE NOC FORM

1) Operator (Permittee)

a) Legal Name. Provide the current legal name of the permittee, as on the permit.

b) Customer Number (CN). TCEQ's Central Registry will assign each customer a number that begins with CN, followed by nine digits. You may search for your CN at: <http://www12.tceq.texas.gov/crpub/index.cfm?fuseaction=cust.CustSearch>.

If the name(s) provided do not match the current permittee name(s), this form will be returned. It is the responsibility of the permittee(s) to comply with the general permit.

Note: If a change is being made to the CN and the CN has other TCEQ authorization types, it is the entity's responsibility to update those authorizations at the same time. If an authorization has been cancelled or terminated, the name cannot be changed on the permit. Because of this, a new CN may be issued for the new name.

c) Regulated Entity Reference Number (RN). This is a number issued by TCEQ's Central Registry to sites (a location where a regulated activity occurs) regulated by TCEQ. This is not a permit number, registration number, or license number. Search for your RN: <http://www12.tceq.texas.gov/crpub/index.cfm?fuseaction=regent.RNSearch>. If the site has changed or the information provided indicates a new location, this form will be returned. It is the responsibility of the permittee to comply with the general permit.

d) Person Signing this Application. Provide the name and title of the person signing the application. The person must be an executive official meeting signatory requirements in TAC §305.44.

2) APPLICATION CONTACT

Provide the name, title and contact information of the person that TCEQ can contact for additional information regarding this application.

3) REQUESTED CHANGE TO PERMITTED INFORMATION

Check one or more of the available options indicating the information in the form that is to be updated. Provide the updated information for Legal Name Change, Address and Contact Information Change, Regulated Entity Site Information Change, and/or Change to the Approved SWMP.

a) Legal Name Change. Provide the new legal name. The permits are not transferable. If the operator changes, the old entity must terminate their permit and the new entity must submit a form for a new permit.

b) Address and Contact Information Change. Indicate the type of address and contact information that has changed from the original NOI or last NOC submitted to TCEQ.

If the address and/or contact information is the same for all types, then check each type and enter the information in the fields on the form. If some types have different information, then use the NOC ATTACHMENT 1. The permit number **MUST** be written on ATTACHMENT 1 to indicate it is a part of the NOC form for the permit being updated. The updates cannot be made without reference to the submitted NOC form.

Verify mailing addresses with USPS <https://tools.usps.com/go/ZipLookupAction!input.action> for regular mail delivery (not overnight express mail). If you find that the address is not verifiable please indicate the address is used by the USPS for regular mail delivery. Failure to provide a valid mailing address will delay or prohibit us from updating the permit.

Please note that address updates relating to a general permit authorization can **ONLY** be made through a Notice of Change. Address changes submitted through any other form cannot be processed.

c) Regulated Entity Site Information Change. The NOC form is only for use to update or correct information submitted on the original application or last NOC for the authorization. The authorization under a general permit is site specific. If this change is related to a new location, a Notice of Change is not attainable.

d) Change to the Approved SWMP

The optional 7th Minimum Control Measure (MCM) can be added through an NOC after approval of the NOI and SWMP. The MCM is limited to the regulated area, such as the portion of the MS4 located within an urbanized area or the area designated by TCEQ as requiring coverage. This MCM may also be utilized over additional portions of the MS4 as long as the MS4 is in compliance with all of the MCMs listed in the general permit.

If the NOC is to add MCM 7th then Attachment 2 of the NOC must be provided.

Replacing a less effective or infeasible BMP specifically identified in the approved SWMP with an alternate BMP may be requested. The request must include:

- an explanation of why the BMP was eliminated.
- an explanation of the effectiveness of the replacement BMP.
- an explanation of why the replacement BMP is expected to achieve the goals of the replaced BMP.

Unless denied by the TCEQ in writing, the change shall be considered approved and may be implemented by the permittee 60 days from submitting the request. Other requested changes to the approved SWMP require written approval from TCEQ prior to implementing.

4) OPERATOR CERTIFICATION

The certification must bear an original signature of a person meeting the signatory requirements specified under 30 Texas Administrative Code (TAC) §305.44.

IF YOU ARE A CORPORATION:

The regulation that controls who may sign an NOI or similar form is 30 Texas Administrative Code §305.44(a) (see below). According to this code provision, any corporate representative may sign an NOI or similar form so long as the authority to sign such a document has been delegated to that person in accordance with corporate procedures. By signing the NOI or similar form, you are certifying that such authority has been delegated to you. The TCEQ may request documentation evidencing such authority.

IF YOU ARE A MUNICIPALITY OR OTHER GOVERNMENT ENTITY:

The regulation that controls who may sign an NOI or similar form is 30 Texas Administrative Code §305.44(a)(see below). According to this code provision, only a ranking elected official or principal executive officer may sign an NOI or similar form. Persons such as the City Mayor or County Commissioner will be considered ranking elected officials. In order to identify the principal executive officer of your government entity, it may be beneficial to consult your city charter, county or city ordinances, or the Texas statute(s) under which your government entity was formed. An NOI or similar document that is signed by a government official who is not a ranking elected official or principal executive officer does not conform to §305.44(a)(3). The signatory requirement may not be delegated to a government representative other than those identified in the regulation. By signing the NOI or similar form, you are certifying that you are either a ranking elected official or principal executive officer as required by the administrative code. Documentation demonstrating your position as a ranking elected official or principal executive officer may be requested by the TCEQ.

If you have any questions or need additional information concerning the signatory requirements discussed above, please contact the Texas Commission on Environmental Quality's Environmental Law Division at 512/239-0600.

30 Texas Administrative Code

§305.44. Signatories to Applications

(a) All applications shall be signed as follows.

(1) For a corporation, the application shall be signed by a responsible corporate officer. For purposes of this paragraph, 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 or post-closure order applications may provide for assignment or delegation to applicable corporate positions rather than to specific individuals.

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

(3) 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 paragraph, 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 EPA).

**Johnson County SWMP Annual Report Notice of Change (NOC)
Attachment A: Update BMPs for Household Hazardous Waste**

Johnson County is requesting to update the BMP dealing with Household Hazardous Waste (HHW). The SWMP originally states that the County will partner with the City of Cleburne for the management and disposal of HHW. Johnson County will continue to implement these BMPs, however, the County will partner with the City of Fort Worth, not the City of Cleburne.

Johnson County SWMP Revision:

MCM #1 Public Outreach, Education, Involvement

3.3.5 Household Hazardous Waste

Johnson County has been partnering with the City of Fort Worth to drop household hazardous waste (HHW) at the Fort Worth facility. In addition, Johnson County has been facilitating it's residents' use of the City of Fort Worth's HHW drop-off facility. Public education material is available at these locations, as well.

Activity : Johnson County will partner with the City of Fort Worth's HHW drop-off facility. In addition, Johnson County will continue to provide vouchers for citizens to drop HHW at the City of Fort Worth's facility.

Goals: Years 1 through 5: Monitor and report residents' participation. Record educational material distributed.

MCM #2 Illicit Discharge Detection and Elimination

1.1.1. Household Hazardous Waste

See Section 3.3.5 under MCM 1 Public Education, Outreach, and Involvement