



City of Rockwall
The New Horizon

STORM WATER MANAGEMENT PROGRAM

For the City of Rockwall, Texas

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Table of Contents

Preface	2
Regulatory Background.....	2
Setting	2
Organization and Legal Authority	2
Orders and Guidance	3
Construction and Development.....	3
Inspection and Enforcement.....	4
Municipal Operations	4
SWMP Rationale	5
SWMP Coverage and Implementation Schedule	5
Storm Water Management Program	5
Regulatory Requirement.....	5
Annual Reporting	5
Storm Water Management Program and Implementation Schedule	5
MCM-1 PUBLIC EDUCATION, OUTREACH AND INVOLVEMENT.....	7
MCM-2 ILLICIT DISCHARGE DETENTION AND ELIMINATION (IDDE).....	9
MCM-3 CONSTRUCTION SITE STORMWATER RUNOFF CONTROL.....	12
MCM-4 POST-CONSTRUCTION STORMWATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT.....	14
MCM-5 POLLUTION PREVENTION AND GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS.....	15
Exhibit 1 – Rockwall City Limits Map	
Exhibit 2 – Storm Sewer Outfall Map	
Appendix 1 – Notice of Intent	
Appendix 2 – TPDES General Permit No. TXR040000	

Preface

Regulatory Background

The City of Rockwall (“Rockwall” or “the City”) is a small Municipal Separate Storm Sewer System (MS4) operator that is located within an urbanized area as determined by the 2010 Census by the U.S. Census Bureau and is eligible for coverage under TPDES General Permit No. TXR040000 (General Permit).

The City previously operated under the 2013 General Permit and is reapplying for permit coverage. Until the new SWMP is approved, the City will operate under the conditions of the previous permit and existing SWMP. The population served within the City of Rockwall urbanized area is under 40,000 based on 2010 Census data, therefore the City is categorized as a Level 2 MS4 Operator.

To the extent allowable under state and local law, a Storm Water Management Program (SWMP) must be developed and implemented according to the requirements of Part III of TPDES General Permit No. TXR040000, for storm water discharges that reach waters of the United States. The SWMP must be developed to prevent pollution in storm water to the maximum extent practicable (MEP) and effectively prohibit illicit discharges to the system. Existing programs or best management practices (BMPs) may be used to fulfill the requirements of the General Permit. The SWMP must include a timeline that demonstrates a schedule for implementation of the program throughout the permit term. If changes to the plan are needed, revisions will be summarized in the Annual Report. For any major changes to the SWMP, the required Notice of Revision will be submitted. New elements required in the General Permit must be completely implemented within the 5 years of the permit issuance date.

Setting

The City of Rockwall, located at Latitude 32°55’12” and Longitude 92°27’35”, is the county seat of Rockwall County. The city limits cover over 27.68 square miles with a population of approximately 37,490 (Census 2010, U.S. Census Bureau).

The topography in Rockwall varies from level to gently rolling, with an elevation of approximately 591 feet above sea level. The City is on the east shore of Lake Ray Hubbard, and numerous streams flow through the City. Rockwall’s annual average temperature is 66 degrees Fahrenheit (°F) with a mean low temperature of 55°F and a mean high temperature of 77°F. The annual average precipitation is 36.9 inches.

Drainage policies have been developed by the City and are regulated through the development permitting process. The City’s Engineering Department coordinates this process. The City Engineer is responsible for reviewing construction plans, including specifications, for compliance with City drainage policies. Exhibit 1 depicts city limits and service area for Rockwall.

Organization and Legal Authority

The City of Rockwall operates under a Council-Manager form of government. Six council members and a mayor represent the City Council which sets City policies and issues City ordinances and rules. The Mayor and Council members appoint the City Manager. The City Manager is responsible for preparing recommendations for Council consideration, serves as the Council’s Chief Advisor and carries out the Council’s policies. The City Attorney assists with updating existing ordinances and writing and implementing new ordinances.

Orders and Guidance

Key City of Rockwall ordinances and guidelines that may be affected by the SWMP include:

- City of Rockwall Standards of Design and Construction
- City of Rockwall Code of Ordinances
 - ✓ Chapter 10 – Buildings and Building Regulations
 - ✓ Chapter 16 – Environment
 - ✓ Chapter 20 – Floods
 - ✓ Chapter 30 – Parks and Recreation
 - ✓ Chapter 34 – Solid Waste
 - ✓ Chapter 36 – Streets, Sidewalks and Public Places
 - ✓ Chapter 38 – Subdivision
- Stormwater Management Ordinance 18-15
- City of Rockwall Unified Development Code
- Master Drainage Plan
- Tree Preservation Landscape Ordinance
- NCTCOG integrated Storm Water Management (iSWM) Program

Construction and Development

The City Code of Ordinances and the City's Standards for Design and Controls (Ordinance No. 16-58) govern development in Rockwall. It is recommended that a pre-application conference be held with City staff for potential development projects. The applicant submits general information for the project and provides an opportunity to receive feedback regarding a proposal prior to preparing drawings and information for the application. Each application submittal is reviewed by the City's Development Review Committee comprised of representatives from development-related departments of the City. This group reviews each application to assure compliance with City ordinances and makes recommendations based on good planning principles and practices. The City Engineer reviews the final plan for compliance with the City's Standards for Design and Construction. Based on this review, the Planning Department notifies the applicant of staff comments that need to be addressed.

The City of Rockwall MS4 is permitted under the Texas Commission on Environmental Quality (TCEQ) Texas Pollutant Discharge Elimination System (TPDES) program. To comply with the permit requirements, the City requires the owner and contractor of any development of one acre and greater to comply with the TPDES Construction General Permit (TXR150000), including sites that are part of a larger common plan, to submit and get approval of a Storm Water Pollution Prevention Plan (SWPPP) and Construction Site Notice (for small sites) or Notice of Intent (NOI) (for large sites) for the construction activities. Once approved, the City inspects the construction operations to ensure that the proposed controls are maintained appropriately.

The City participated with the NCTCOG in the development of the iSWM program, which includes the Design Manual for Construction. As a member city of the NCTCOG, the City uses the iSWM program as the basis of its SWMP BMPs for storm water management. The purpose of the iSWM Design Manual for Construction is to provide guidance and a framework for incorporating effective and environmentally sensitive storm water management on the new development and redevelopment sites. By incorporating the planning and design criteria proposed in iSWM, the City provides uniform requirements for the preparation of Site Plans, which includes at a minimum: a project description and design considerations, a description of existing conditions, a conceptual site layout and a SWPPP. By requiring compliance with

the TPDES Construction General Permit and with the iSWM requirements, the City addresses the implementation of the SWMP for Minimum Control Measures (MCMs) 3 and 4 (Construction Site Storm Water Runoff and Post-Construction Storm Water Management in New Development and Re-Development).

Inspection and Enforcement

The City's Standards of Design and Construction (Ordinance No. 16-58) and Storm Water Management Ordinance (Ordinance No. 18-15) regulate City construction standards. Per this ordinance, construction of subdivisions and lot development are regulated to prevent erosion and diversion of water from the approved route of discharge. The ordinance recognizes erosion from construction sites as a potential water quality problem and presents methods for temporary and permanent management techniques to control sediment loads. The ordinance makes the developer fully responsible for the construction of off-site drainage improvements necessary for his subdivision and the surrounding area.

Once construction plans have been approved by the City Engineer, a construction inspector is assigned to the project to ensure all City codes, policies, and procedures are followed. Project notes are generated from the inspections. The City does not issue the "Site Work Release" until the contractor has erosion control measures in place. Engineering Services conducts a final field inspection once construction is complete. All inspection of construction and verification of compliance to plans and specifications are conducted by City staff under the direction of the City Engineer. The City issues a "Letter of Acceptance" after construction is completed and has been approved.

The City also conducts building inspections through the City's Building Inspections Department, which is part of the City's Building Department. After the final inspections have been approved, the City issues a "Certificate of Occupancy."

In terms of enforcement, the City has ordinances in place to regulate illicit dumping and discharges. Placing of garbage, trash, rubbish and any article, thing or material upon any property within the City limits, except where authorized by law is prohibited and constitutes a violation of Chapter 16, Article III of the Code of Ordinances (Littering). This ordinance also requires owners of the person in charge to dispose of heavy accumulation of brick, concrete, lumber, cinder blocks, automobile frames, trees, shrubbery, large dead animals, industrial wastes and by-products and other bulky material.

Reported illegal dumping/discharges and spills are reported to the City's Public Works Service Center. Once the City receives a complaint, a work order is created and the City dispatches personnel to investigate the complaint.

Municipal Operations

The City will implement housekeeping and operation and maintenance (O&M) practices in its municipal operations for the reduction of potential pollutant runoff. For the implementation of these practices, a training program will be set in place to key personnel in the different areas that could represent a source of storm water pollution.

Currently the City has identified the City of Rockwall Service Center and the Ralph M. Hall Municipal Airport as key areas to implement housekeeping and O&M practices. As part of its SWMP the City will continue reviewing other current municipal operations to identify areas that require implementation of these practices to improve the pollution control efforts.

In addition, the City will have in place a procedure for the inspection and maintenance of its MS4. The procedures will describe the removal of sediments, wastes and floatables from the system.

SWMP Rationale

This SWMP has been designed to address storm water quality management issues typical of a growing residential community. Concerns specific to local watersheds have been considered. Recently, the Trinity River Basin has classified the endangered species Navasota Ladies' Tresses and the City of Rockwall, in draining to this basin, will work towards the preservation of this species. Specific BMPs have been selected to effectively coordinate with existing activities and programs in the area.

SWMP Coverage and Implementation Schedule

This SWMP addresses the requirements of TPDES General Permit No. TXR040000 for the City of Rockwall, Rockwall County, Texas.

The implementation schedule in the SWMP is proposed based on available information. Where measurable goals are accomplished ahead of schedule, it will be reported in the Annual Report. In the event implementation schedule adjustments are needed, revisions to the SWMP will be made in accordance with the permit.

Storm Water Management Program

Regulatory Requirement

The federal Clean Water Act (CWA) and the Texas Water Code govern the prevention of water pollution across the state of Texas pursuant to rules adopted by the Environmental Protection Agency (EPA) and the TCEQ.

Phase I of the EPA's storm water program was promulgated in 1990 under the CWA. Phase I relies on the National Pollutant Discharge Elimination System (NPDES) permit coverage to address storm water runoff from: (1) medium and large municipal separate storm sewer systems (MS4s) generally serving populations of 100,000 or greater, (2) construction activity disturbing 5 acres of land or greater, and (3) ten categories of industrial activity.

Annual Reporting

The City will submit a concise annual report to TCEQ within 90 days after the end of the *calendar year*. The annual report must address the previous year, with the first year beginning on the permit issuance date of December 13, 2018. The annual reports will include the required information as listed in Part IV.B.2 of the General Permit. The first-year annual report will be prepared whether or not the NOI and SWMP have been approved by the TCEQ.

Storm Water Management Program and Implementation Schedule

The City of Rockwall has developed the SWMP in accordance with the requirements of the TPDES General Permit TXR040000 for obtaining authorization for storm water discharges and certain non-storm water discharges. The SWMP has been developed to reduce the storm water pollutants from the MS4 to the maximum extent practicable as required by the TPDES General Permit.

As required by the TPDES General Permit, the specific activities to be implemented in this SWMP include the following MCMs:

1. Public Education, Outreach and Involvement
2. Illicit Discharge Detection and Elimination (IDDE)
3. Construction Site Storm Water Runoff Control
4. Post-Construction Storm Water Management in New Development and Re-Development
5. Pollution Prevention and Good Housekeeping for Municipal Operations

The following section presents the regulatory requirements and selected BMPs for each MCM. Measurable goals and responsible parties are identified for each selected BMP.

MCM-1 PUBLIC EDUCATION, OUTREACH AND INVOLVEMENT

Best Management Practices	BMP Description	Measurable Goals	Implementation Year					Completed By (Month and Year) or Frequency of Action
			1	2	3	4	5	
BMP 1.1 Public Notice Requirements	Compliance with state and local public notice requirements when implementing a public involvement/participation program.	Provide 1 public notice in the local newspaper for permit renewal, per the process stated by TCEQ.	X				X	Completed by May of 2019 and 2023.
		Post 1 copy of the TCEQ approved SWMP and Annual Report on the City website within 30 days after approval by TCEQ.	X	X	X	X	X	Completed by May of each permit year.
BMP 1.2 NCTCOG Public Education Task Force (PETF)	Support and participate in the Regional Storm Water Management PETF by utilizing the NCTCOG educational materials for public outreach activities.	Complete 2 Education Campaigns in which 400 flyers and 250 bookmarks are distributed to the Rockwall County Public Library and Rockwall City Hall each year. Include 1 excerpt in the City Newsletter each year for each campaign.	X	X	X	X	X	Flyers to be distributed by June of each permit year. Both excerpts to be included in the City Newsletter by November of each permit year.
BMP 1.3 Texas SmartScape	Distribute information, track and document the campaign efforts for Texas SmartScape.	Promote the SmartScape website by providing 1 link on the City website. Distribute 250 flyers and 200 bookmarks each year to the Rockwall County Public Library.	X	X	X	X	X	Flyers to be distributed by June of each permit year. An excerpt to be included in the City Newsletter by November of each permit year.
BMP 1.4 Industrial and Commercial Education	Distribute storm water quality and SWMP information to industrial facilities regulated by TCEQ.	Obtain an updated list of the Industrial Permits within the City of Rockwall once per year. Distribute 1 informational flyer to each of these Industrial Businesses.	X	X	X	X	X	An updated list of the Industrial Permits within the City of Rockwall will be completed by January of each permit year. A one page informational flyer will be distributed by mail to each Industrial Permit Holder by January of each permit year.
BMP 1.5 Construction/Post-Construction Handout	"Construction Notes" handout describes erosion and sediment control, and storm water permit and management requirements for construction/post-construction activities. Handout is distributed at the pre-construction meetings held at the City.	Review the "Construction Notes" handout once per year to determine if any revisions are needed. Distribute 1 pdf of this handout to contractors in the pre-construction meeting. Track 100% of the number of the pre-construction meetings held with the City each year.	X	X	X	X	X	The number of pre-construction meetings held each year will be documented by January of each permit year.
		Provide 1 link of the "Construction Notes" on the City's website.	X	X	X	X	X	Completed by May of each permit year.

MCM-1 PUBLIC EDUCATION, OUTREACH AND INVOLVEMENT

Best Management Practices	BMP Description	Measurable Goals	Implementation Year					Completed By (Month and Year) or Frequency of Action
			1	2	3	4	5	
BMP 1.6 City Storm Water Webpage via NCTCOG	Inform the public about storm water issues through a link to the NCTCOG Storm Water website. Inform visitors to the City through a link in the City's visitors information webpage.	Utilize NCTCOG tracking of hits as a method to track the number of hits received each year. Document 100% of the hits received from within the City of Rockwall.	X	X	X	X	X	The number of website hits from NCTCOG shall be requested by January of each permit year. The number of hits shall be documented by January of each permit year.
BMP 1.7 Education for Elected Officials	Provide information to City Council on storm water requirements and City's MS4 program.	Educate City Council on storm water requirements and program updates by completing 1 presentation each year.	X	X	X	X	X	One presentation shall be given to City Council by November of each permit year.
BMP 1.8 Municipal Employee Training	Use training material developed by NCTCOG. Training Video: "Preventing Storm Water Pollution: What Can We Do."	Provide 1 training session to City Employees each year on Preventing Storm Water Pollution. Track 100% of the number of employees in attendance.	X	X	X	X	X	One training session shall be provided to City Employees by December of each permit year. The number of employees in attendance shall be documented by January of each permit year.
BMP 1.9 Storm Inlet Markers	Place storm inlet markers on local storm drains to increase awareness and to prevent dumping into the storm drainage system.	Distribute storm inlet markers to 100% of new construction projects, where applicable.	X	X	X	X	X	The number of new construction projects shall be documented by January of each permit year.
BMP 1.10 Illicit Discharge	Provide public with means to report illicit discharge activities with an option on the Street and Drainage Service Request page on City website. Include 24 hour phone numbers.	Track 100% of the number of tips received from the website for Illicit Discharge.	X	X	X	X	X	Document the number of tips received by January of each permit year.
		Track 100% of the number of phone calls received regarding IDDE as they come in.	X	X	X	X	X	Document the number of phone calls received by January of each permit year.
		Track 100% of the Fire Department Responses to Hazmat/Fuel Spills	X	X	X	X	X	Document the number of responses provided by January of each permit year.

MCM-2 ILLICIT DISCHARGE DETECTION AND ELIMINATION (IDDE)								
Best Management Practices	BMP Description	Measurable Goals	Implementation Year					Completed By (Month and Year) or Frequency of Action
			1	2	3	4	5	
BMP 2.1 Storm Sewer Map	Update the Storm Sewer Map showing the location of all newly constructed outfalls and waters of the U.S. receiving discharges from the identified outfalls.	Obtain 100% of the GPS coordinates of new storm sewer outfalls each year.	X	X	X	X	X	Obtain the GPS coordinates for new outfalls by January of each permit year.
		Track 100% of the new storm sewer outfalls added to the map. Update the Storm Sewer Map one time per year showing the location of all newly constructed outfalls.	X	X	X	X	X	Print and publish the updated storm sewer map on the City's website by January of each permit year.
BMP 2.2 Municipal Employee Training (Field Staff)	Train any department field personnel that may come in contact with illicit discharges.	Construction Inspectors receive one Stormwater Management Training session each year: "BMP Maintenance & Post-Construction Inspection" through NCTCOG. Track 100% of the number of field staff in attendance.	X	X	X	X	X	One training session shall be completed by December of each permit year. The number of field staff in attendance shall be documented by January of each permit year.
		Review the City's written procedures for responding to Illicit Discharge calls one time per year.	X	X	X	X	X	The review of the City's procedures shall be completed by January of each permit year.
BMP 2.3 Industrial/Commercial Storm Water Quality Information	Develop an outline of the information to be communicated for a 5 year period. Distribute information to industrial businesses once per year.	Obtain an updated list of the Industrial Permits within the City of Rockwall once per year. Track 100% of the number of these Industrial Businesses. Distribute 1 informational flyer to each of these Industrial Businesses.	X	X	X	X	X	An updated list of the Industrial Permits within the City of Rockwall will be completed by January of each permit year. A one page informational flyer will be distributed by mail to each Industrial Permit Holder by January of each permit year.
BMP 2.4 Illicit Discharge Ordinance	Assess potential impact of allowable non-storm water discharges to determine potential pollution contribution. Based on assessment, determine if any allowable non-storm water discharge should be prohibited. Review existing ordinances or develop ordinances to prohibit non-storm water discharges into the storm sewer system. Implement appropriate procedures and actions.	Review 100% of the existing City ordinances relating to illicit discharges once per year and revise content as appropriate.	X	X	X	X	X	The review of the City's ordinances shall be completed by January of each permit year.
		Review 100% of the general permit document for the impact of the current allowable non-storm water discharges and determined if revisions were needed.	X					Completed by May of 2019.
		Post 1 link of information on allowable non-storm water discharges on the City website within 30 days of approval from TCEQ for the MS4 permit.	X					Completed by May of 2019.

MCM-2 ILLICIT DISCHARGE DETECTION AND ELIMINATION (IDDE)

Best Management Practices	BMP Description	Measurable Goals	Implementation Year					Completed By (Month and Year) or Frequency of Action
			1	2	3	4	5	
BMP 2.5 Detecting and Removing Illicit Discharges	There is an existing written program in place via. The Storm Water System Maintenance Plan which shall be used for Illicit Discharge and non-storm water discharges.	Conduct visual inspections of 100% of the new storm sewer outfalls installed each year for Illicit Discharge and non-storm water discharges. Track 100% of the new storm sewer outfalls installed and inspected each permit year.	X	X	X	X	X	Visual inspections shall be conducted and documented by January of each permit year.
BMP 2.6 Identify Allowable Non-storm Water Discharges	Assess potential impact of allowable non-storm water discharges to determine potential pollution contribution. Based on assessment, determine if any allowable non-storm water discharge should be prohibited.	Adopted one ordinance that address Non-Storm Water Discharges. Review the City's Stormwater Ordinance one time per year and adjust as needed.	X	X	X	X	X	The review of the City's ordinance shall be completed by January of each permit year.
BMP 2.7 Illicit Discharge/Dumping Response Plan	Provide public with means to report illicit discharge activities with an option on the Street and Drainage Service Request page on City website. Include 24 hour phone numbers.	Track 100% of the number of tips received from the website for Illicit Discharge.	X	X	X	X	X	Document the number of tips received by January of each permit year.
		Track 100% of the number of phone calls received regarding IDDE as they come in.	X	X	X	X	X	Document the number of phone calls received by January of each permit year.
		Track 100% of the Fire Department Responses to Hazmat/Fuel Spills	X	X	X	X	X	Document the number of responses provided by January of each permit year.
BMP 2.8 On-Site Sewage Disposal Systems	Maintain procedures to prevent and correct leaking of on-site sewage disposal systems.	Track 100% of septic systems that the city oversees each permit year.	X	X	X	X	X	Document the number of septic systems overseen by the City by January of each permit year.

MCM-2 ILLICIT DISCHARGE DETECTION AND ELIMINATION (IDDE)

Best Management Practices	BMP Description	Measurable Goals	Implementation Year					Completed By (Month and Year) or Frequency of Action
			1	2	3	4	5	
BMP 2.9 Prevention of Illicit Discharges	Provide programs that support mechanisms to prevent illicit discharges.	Hazardous Waste collection of household hazardous waste happens upon request from the homeowner. Publish 1 collection phone number on the City website.	X	X	X	X	X	Review the 1 collection phone number posted on the City Website by January of each permit year.
		Collect recyclable materials (newspaper, magazines and clear plastic bottles) weekly and transport to a material recovery facility. Review 100% of the City's recycling procedures each permit year.	X	X	X	X	X	Review the City's recycling procedures by January of each permit year.
		Provide 24 hour phone numbers and illicit discharge reporting options on the City website. Track 100% of the phone calls and reports sent in from this website.	X	X	X	X	X	Document the number of phone calls and reports sent in from the City's website by January of each permit year.
		Implement the Illicit Discharge/Dumping Response Plan. Review 100% of this response plan each permit year and adjust as needed.	X	X	X	X	X	Review the City's response plan by January of each permit year.
BMP 2.10 Reduction of Floatables (Trash)	Provide programs that support removing floatables.	The Rockwall Streets and Drainage Department shall remove floatables (trash) from drainage outfalls when on site. Track 100% of the days when crews removed trash from storm sewer outfalls.	X	X	X	X	X	Document the days that the Rockwall Streets and Drainage Department removed floatables by January of each permit year.
BMP 2.11 TCEQ Impaired Waters List	Review of TCEQ Impaired Waters List	Review 100% of the Impaired Waters list from TCEQ to see if any waters in the permit area have been added.	X	X	X	X	X	Review of the Impaired Waters list to be completed by November of each permit year.
BMP 2.12 Hazardous Waste Collection	Hazardous Waste Collection. The city has a contract with a company that will collect hazardous materials when requested.	Review 100% of the Contract with the Hazardous Waste Contractor each year and make adjustments as needed. Contractor will schedule and conduct one Hazardous Waste Day per year for the collection of household hazardous waste. Provide one monthly curbside pickup for bulk items such as tree limbs and leaves. Provide twice a week grass clipping picked up with the regular trash pickup.	X	X	X	X	X	Review of the Contract with the Hazardous Waste Collection Contractor to be completed by January of each permit year.

MCM-3 CONSTRUCTION SITE STORMWATER RUNOFF CONTROL								
Best Management Practices	BMP Description	Measurable Goals	Implementation Year					Completed By (Month and Year) or Frequency of Action
			1	2	3	4	5	
BMP 3.1 NCTCOG iSWM Design Manual	Sections of the iSWM Manual have been adopted by the City of Rockwall.	Review 100% of the City of Rockwall Manuals to evaluate performance of the existing adopted portions of iSWM for its applicability to the City. Modify as needed.	X	X	X	X	X	The review of the City's Manual in regards to the adoption of portions of the iSWM Manual shall be completed by January of each permit year.
BMP 3.2 Implement Design and Control Standards	The mechanism for implementation of requirements is achieved during the coordination process with contractors that starts at pre-construction meetings and continues through the life of the project to insure proper O&M.	Conduct pre-construction meetings for proposed new construction projects to provide design compliance guidelines to contractors prior to releasing plans for construction. Track 100% of the number of pre-construction meetings held each year.	X	X	X	X	X	Document the number of pre-construction meetings held each year by January of that permit year.
		Conduct inspections and follow-up on complaints on construction sites. Follow up by providing recommendations on modifications/improvement of contractor's BMPs and O&M practices. Track 100% of the number of final acceptance letters issued within the City of Rockwall each year.	X	X	X	X	X	Document the number of acceptance letters distributed each year by January of that permit year.
BMP 3.3 Implement Requirements Imposed by Code of Ordinance	The mechanism for implementation of requirements is achieved during the coordination process with contractors that starts at pre-construction meetings and continue through the life of the project to insure proper O&M.	Conduct pre-construction meetings for proposed new construction projects to provide design compliance guidelines to contractors prior to releasing plans for construction. Track 100% of the number of pre-construction meetings held each year.	X	X	X	X	X	Document the number of pre-construction meetings held each year by January of that permit year.
		Conduct inspections and follow-up on complaints on construction sites. Follow up by providing recommendations on modifications/improvement of contractor's BMPs and O&M practices. Track 100% of the number of final acceptance letters issued within the City of Rockwall each year.	X	X	X	X	X	Document the number of acceptance letters distributed each year by January of that permit year.

MCM-3 CONSTRUCTION SITE STORMWATER RUNOFF CONTROL								
Best Management Practices	BMP Description	Measurable Goals	Implementation Year					Completed By (Month and Year) or Frequency of Action
			1	2	3	4	5	
BMP 3.4 Reporting Illicit Discharges	Provide public with means to report illicit discharge activities with an option on the Street and Drainage Service Request page on City website. Include 24 hour phone numbers.	Track 100% of the number of tips received from the website for Illicit Discharge.	X	X	X	X	X	Document the number of tips received by January of each permit year.
		Track 100% of the number of phone calls received regarding IDDE as they come in.	X	X	X	X	X	Document the number of phone calls received by January of each permit year.
		Track 100% of the Fire Department Responses to Hazmat/Fuel Spills	X	X	X	X	X	Document the number of responses provided by January of each permit year.
BMP 3.5 Construction Plans Review	Provide plan review procedures for all construction drawing sets to ensure adequate TCEQ storm water management measures prior to being released for construction.	Implement procedures to track the received SWPPPs, NOIs and City erosion policies prior to releasing plans for construction. Track 100% of the engineering plans in review each year.	X	X	X	X	X	Document the number of projects in review with the City by January of each permit year.
BMP 3.6 Construction Notes Handouts Distributed	"Construction Notes" handout describes erosion and sediment control, and storm water permit and management requirements for construction/post-construction activities. Handout is distributed at the pre-construction meetings held at the City.	Review the "Construction Notes" handout once per year to determine if any revisions are needed. Distribute 1 pdf of this handout to contractors in the pre-construction meeting. Track 100% of the number of the pre-construction meetings held with the City each year.	X	X	X	X	X	The number of pre-construction meetings held each year will be documented by January of each permit year.
		Provide 1 link of the "Construction Notes" on the City's website.	X	X	X	X	X	Completed by May of each permit year.
BMP 3.7 Municipal Employee Training (Field Staff)	Train any department field personnel that may come in contact with illicit discharges.	Construction Inspectors receive one Stormwater Management Training session each year: "BMP Maintenance & Post-Construction Inspection" through NCTCOG. Track 100% of the number of field staff in attendance.	X	X	X	X	X	One training session shall be completed by December of each permit year. The number of field staff in attendance shall be documented by January of each permit year.
		Review 100% of the City's written procedures for responding to Illicit Discharge calls.	X	X	X	X	X	The review of the City's procedures shall be completed by January of each permit year.

MCM-4 POST-CONSTRUCTION STORMWATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT								
Best Management Practices	BMP Description	Measurable Goals	Implementation Year					Completed By (Month and Year) or Frequency of Action
			1	2	3	4	5	
BMP 4.1 NCTCOG iSWM Design Manual	Sections of the iSWM Manual have been adopted by the City of Rockwall.	Review 100% of the City of Rockwall Manuals to evaluate performance of the existing adopted portions of iSWM for its applicability to the City. Modify as needed.	X	X	X	X	X	The review of the City's Manual in regards to the adoption of portions of the iSWM Manual shall be completed by January of each permit year.
BMP 4.2 Final Inspection	Final field inspection is conducted once construction is complete. Verification of compliance to plans and specifications which includes site stabilization and installation of proposed controls is conducted during this inspection.	Conduct field inspections for 100% of completed construction sites to verify compliance to plans and specifications, including site stabilization.	X	X	X	X	X	Document the number of final inspections completed by January of each permit year.
		Issue "Letters of Acceptance" for 100% of those sites once they comply with plans and specifications (including site stabilization).	X	X	X	X	X	Document the number of issued "Letters of Acceptance" by January of each permit year.
		Review the City's response plan with the Building Department for erosion control complaints. Follow up on 100% of the complaints and observations in the field with the contractors to insure long term O&M.	X	X	X	X	X	Review the response plan with the Building Department by January of each permit year.
BMP 4.3 Reporting Illicit Discharges	Provide public with means to report illicit discharge activities with an option on the Street and Drainage Service Request page on City website. Include 24 hour phone numbers.	Track 100% of the number of tips received from the website for Illicit Discharge.	X	X	X	X	X	Document the number of tips received by January of each permit year.
		Track 100% of the number of phone calls received regarding IDDE as they come in.	X	X	X	X	X	Document the number of phone calls received by January of each permit year.
		Track 100% of the Fire Department Responses to Hazmat/Fuel Spills	X	X	X	X	X	Document the number of responses provided by January of each permit year.
BMP 4.4 Construction Notes Handouts Distributed	"Construction Notes" handout describes erosion and sediment control, and storm water permit and management requirements for construction/post-construction activities. Handout is distributed at the pre-construction meetings held at the City.	Review the "Construction Notes" handout once per year to determine if any revisions are needed. Distribute 1 pdf of this handout to contractors in the pre-construction meeting. Track 100% of the number of the pre-construction meetings held with the City each year.	X	X	X	X	X	The number of pre-construction meetings held each year will be documented by January of each permit year.
		Provide 1 link of the "Construction Notes" on the City's website.	X	X	X	X	X	Completed by May of each permit year.

MCM-5 POLLUTION PREVENTION AND GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS								
Best Management Practices	BMP Description	Measurable Goals	Implementation Year					Completed By (Month and Year) or Frequency of Action
			1	2	3	4	5	
BMP 5.1 City Owned Facilities and Control Inventory	Develop and maintain an inventory of facilities and storm water controls that are operated by the City in accordance with TCEQ.	Review 100% of the current inventory of City owned and operated facilities. Update as facilities are added.					X	Document the number of City owner and operated facilities by January of each permit year.
		Review the current inventory of City owned and operated facilities and track 100% of any new chemicals or pollutants of concern. Update as facilities are added.	X	X	X	X	X	Document the number of new chemicals/pollutants added by January of each permit year.
		Review 100% of the existing map of MS4 City owned facilities and storm water controls. Update as facilities are added.	X	X	X	X	X	Review of the map completed by January of each permit year.
BMP 5.2 Municipal Employee Training	Use training materials developed by NCTCOG for City employee training.	Provide 1 training session to City Employees each year on Preventing Storm Water Pollution. Track 100% of the number of employees in attendance. Evaluate NCTCOG training materials and modify as needed.	X	X	X	X	X	One training session shall be provided to City Employees by December of each permit year. The number of employees in attendance shall be documented by January of each permit year.
		Construction inspectors are sent to 1 Storm Water Pollution Prevention course with NCTCOG. The employees and dates of training are documented upon completion.	X	X	X	X	X	One training session shall be provided to City Employees by December of each permit year. The number of employees in attendance shall be documented by January of each permit year.
		Annually evaluate strategy for training existing employees.	X	X	X	X	X	Review the strategy for training existing employees by January of each permit year.
BMP 5.3 Contractor Oversight	Ensure contractors hired by City for work within City owned facilities comply with storm water control measures and good housekeeping practices.	Update City Contract documents to include storm water protection for hired contractors. Track 100% of the number of contractors doing work for the City.	X	X	X	X	X	The number of contractors doing work for the city shall be documented by January of each permit year.
		Develop a plan and procedure to provide oversight of contractor activities. Review 100% of that plan and procedure each year and adjust as needed.	X	X	X	X	X	Review of oversight plan and procedure shall be completed by January of each permit year.

MCM-5 POLLUTION PREVENTION AND GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS								
Best Management Practices	BMP Description	Measurable Goals	Implementation Year					Completed By (Month and Year) or Frequency of Action
			1	2	3	4	5	
BMP 5.4 Pollution Prevention for Operations and Maintenance personnel.	Review current municipal operations and areas to identify potential sources of storm water pollution. Pollutant sources will be prioritized and any current good housekeeping practices and/or BMPs will be evaluated. Additional structural and/or non-structural controls will be selected to address these pollutant sources. An inspection and O&M schedule and procedures will then be developed for the controls.	Review 100% of the current Pollution Prevention Plan for operations and update as needed.	X	X	X	X	X	Review of pollution prevention plan shall be completed by January of each permit year.
		Implement the Pollution Prevention Plan including inspection procedures and schedules, and maintenance schedules for structural controls. Track 100% of the number of O&M Projects that may require a SWPPP.	X	X	X	X	X	Documentation of the number of O&M Projects that may require a SWPPP to be completed by January of each permit year.
BMP 5.5 Storm Water System Maintenance Plan	Inspect and identify the areas that require maintenance and set a schedule for the regular maintenance of sensitive areas for waste accumulation. The City will set a procedure for removing waste (sediments, floatables, etc.) from the storm sewer system. A standard operating procedure was developed, policy number SD-03 to address this concern.	Review 100% of the inspection process to identify sensitive areas for waste accumulation each year. Update as needed.	X	X	X	X	X	Review of the inspection process and policy number SD-03 shall be completed by January of each permit year.
		Conduct an inspection to identify 100% of the sensitive areas for waste accumulation.	X	X	X	X	X	Review of the inspection process and policy number SD-03 shall be completed by January of each permit year.
		Identify the responsible party for 100% of the accumulation of material.	X	X	X	X	X	Review of the inspection process and policy number SD-03 shall be completed by January of each permit year.
		Report 100% of the miles of streets swept by city staff each year.	X	X	X	X	X	The number of miles of street swept by city staff shall be documented by January of each permit year.
		Enforce 100% cleaning by responsible party. City to inspect City's owned facilities quarterly. Property owner's to keep private property facilities 100% clean.	X	X	X	X	X	Review of the inspection process and policy number SD-03 shall be completed by January of each permit year.
BMP 5.6 Municipal Waste Disposal Procedures	Identify any municipal operations that generate wastes and the types of wastes generated. Evaluate current waste disposal procedures. If necessary, new or modified procedures will be developed.	Identify 100% of the municipal operations generating wastes and the types of wastes generated.	X	X	X	X	X	Review of the waste disposal procedures and policy number SD-02 shall be completed by January of each permit year.
		Develop and document 100% of waste disposal procedures and training of municipal employees.	X	X	X	X	X	Review of the waste disposal procedures and policy number SD-02 shall be completed by January of each permit year.
		Implement 100% of waste disposal procedures.	X	X	X	X	X	Review of the waste disposal procedures and policy number SD-02 shall be completed by January of each permit year.