

**1. PROPERTY OWNER CONTACT INFORMATION:**

OWNER NAME: \_\_\_\_\_ PHONE 1: \_\_\_\_\_  
PHONE 2: \_\_\_\_\_ FAX #: \_\_\_\_\_  
E-MAIL: \_\_\_\_\_  
MAILING ADDRESS: \_\_\_\_\_

**2. CONTRACTOR ACTING ON BEHALF OF PROPERTY OWNER (If other than Property Owner):**

NAME: \_\_\_\_\_ PHONE 1: \_\_\_\_\_  
PHONE 2: \_\_\_\_\_ FAX #: \_\_\_\_\_  
E-MAIL: \_\_\_\_\_  
MAILING ADDRESS: \_\_\_\_\_

**3. PROPERTY DESCRIPTION:**

PARCEL NO(s) (13-digit HCAD Tax ID #): \_\_\_\_\_  
SUBJECT PROPERTY ADDRESS (If existing): \_\_\_\_\_  
SUBJECT PROPERTY LEGAL DESCRIPTION \_\_\_\_\_

**4. PROJECT DESCRIPTION:**

RESIDENTIAL       NON-RESIDENTIAL       BUILDING ADDITION       ACCESSORY STRUCTURE  
 OTHER (describe): \_\_\_\_\_

AUTHORIZED SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**5. APPLICATION CHECKLIST & SUPPORTING DOCUMENTATION:**

- COMPLETE ITEMS 1 THRU 5 OF APPLICATION
- SUBMIT APPLICATION, SUPPORTING DOCUMENTATION, & \$200.00 APPLICATION FEE
- REFER TO "CONDITIONS OF STORM WATER QUALITY PERMIT (ATTACHED)

**(STAFF USE ONLY):**

DATE RECEIVED: \_\_\_\_\_ RECEIVED BY: \_\_\_\_\_

PROJECT NUMBER: \_\_\_\_\_ - \_\_\_\_\_  SUPPORTING DOCS RECEIVED

PERMIT FEE COLLECTED      RECEIPT NO. \_\_\_\_\_

**CITY ENGINEER APPROVALS:**

- RELEASE OF BUILDING PERMIT (NAME/DATE): \_\_\_\_\_
- CERTIFICATE OF OCCUPANCY (NAME/DATE): \_\_\_\_\_

## CONDITIONS OF STORM WATER QUALITY PERMIT

(Notice: All requirements must be met prior to disturbing land)

All developers, contractors and homeowners who are engaged in construction activities that will **disturb 1 acre or more, MUST** comply with National Pollutant Discharge Elimination System (NPDES) and Texas Pollutant Discharge Elimination System (TPDES) rules. The following information will help you meet these requirements:

### ➤ TCEQ REQUIREMENTS (ONLINE AT): [www.tceq.state.tx.us/permitting/water\\_quality/stormwater/WQ\\_stormwater\\_construction\\_guidance.html](http://www.tceq.state.tx.us/permitting/water_quality/stormwater/WQ_stormwater_construction_guidance.html)

#### **LARGE CONSTRUCTION ACTIVITY (5 OR MORE ACRES):**

1. Obtain a copy of the TPDES Construction General Permit No. TXR150000 online at:  
[www.tceq.state.tx.us/assets/public/permitting/waterquality/attachments/stormwater/txr150000.pdf](http://www.tceq.state.tx.us/assets/public/permitting/waterquality/attachments/stormwater/txr150000.pdf)
2. Develop and implement a Pollution Prevention Plan (SWP3)
3. Complete & Submit a Notice of Intent (NOI) to TCEQ – Form is available online at:  
[www.tceq.state.tx.us/assets/public/permitting/waterquality/attachments/stormwater/txr15largepri.pdf](http://www.tceq.state.tx.us/assets/public/permitting/waterquality/attachments/stormwater/txr15largepri.pdf)  
Post a copy of the NOI and a copy of the construction site notice at the construction site – Available online at:  
[www.tceq.state.tx.us/permitting/water\\_quality/stormwater/WQ\\_stormwater\\_construction\\_guidance.html](http://www.tceq.state.tx.us/permitting/water_quality/stormwater/WQ_stormwater_construction_guidance.html)
4. Upon project completion, submit the Notice of Termination (NOT) to TCEQ and the local MS4 operator.  
<http://www.tceq.state.tx.us/assets/public/permitting/waterquality/forms/20023.pdf>

#### **SMALL CONSTRUCTION ACTIVITY (1 TO LESS THAN 5 ACRES):**

1. Obtain a copy of the TPDES Construction General Permit No. TXR150000 online at:  
[www.tceq.state.tx.us/assets/public/permitting/waterquality/attachments/stormwater/txr150000.pdf](http://www.tceq.state.tx.us/assets/public/permitting/waterquality/attachments/stormwater/txr150000.pdf)
2. Develop and implement a Pollution Prevention Plan (SWP3)
3. Post a copy of the NOI and a copy of the construction site notice at the construction site – Available online at:  
[www.tceq.state.tx.us/permitting/water\\_quality/stormwater/WQ\\_stormwater\\_construction\\_guidance.html](http://www.tceq.state.tx.us/permitting/water_quality/stormwater/WQ_stormwater_construction_guidance.html)

#### **CONSTRUCTION SITE ACTIVITY (LESS THAN 1 ACRE) – LA PORTE STORM WATER MANAGEMENT ORDINANCE REQUIREMENTS:**

1. Storm water Quality Permit
2. Develop a limited Storm water Pollution Prevention Plan (SWPPP)
3. Submit SWPPP to City Engineer for review prior to disturbance of land
4. Post the following on-site: TCEQ Small Construction Site Notice, City of La Porte Storm water Permit & SWPPP
5. Use Best Management Practices

### ➤ CITY OF LA PORTE STORM WATER REQUIREMENTS:

**LARGE CONSTRUCTION SITES** – submit copy of NOI and copy of fee check (submitted to TCEQ) with written SWP3 and SWP3 drawings. The SWP3 must be submitted as part of the civil review for the City of La Porte.

**SMALL CONSTRUCTION SITES** – submit a copy of the **Construction Site Notice and the written SWP3 and SWP3 drawings**. The SWP3 must be submitted as part of the civil review for the City of La Porte.

#### **ENSURE THE FOLLOWING ITEMS ARE INCLUDED ON CIVIL DRAWINGS FOR THE SWP3:**

1. Storm water Pollution Prevention Civil Plans should include the following:
  - a) Perimeter Controls
  - b) Inlet Protection (IPB)
  - c) Stabilized Entry/Exit (SCE)
  - d) Concrete Washout Areas (CWO)
  - e) Areas where street sweeping will be conducted daily (STC)
  - f) An indication of how stabilization will be achieved for areas that will not be paved- usually those in the landscaping plan and the detention pond – the pond should be stabilized upon completion – not after completion of project or erosion will occur from the pond itself
  - g) In addition, the following notes should be included on the drawing:
    - All subcontractors will be educated to follow storm water pollution prevention requirements.
    - Structural BMPs will be inspected and maintained at least every 14 days and after any precipitation or runoff event that causes surface erosion, sediment transport or vehicular tracking.
    - Regular scraping and sweeping of streets, sidewalks and flow lines must be conducted.
    - Earth materials and landscape materials such as sod, rock and mulch shall not be stockpiled, placed or stored on driveways, streets, sidewalks or in storm water flow lines.
    - Construction supplies (e.g. trusses and lumber), roll off containers, dumpsters, portable toilets, trailers, etc. shall not be stored on streets or sidewalks or other impervious surfaces. These items shall be stored on the construction site or staging areas.
    - Sanitary facilities shall be located on natural ground and at least 25 feet from any storm sewer inlet or water body and shall be serviced regularly.