

Part I Overview

Section A. CITY BACKGROUND

1. City Organization

The City of Santa Fe is a full-service municipality providing the highest quality of affordable services to meet the needs of its citizens. The City of Santa Fe incorporated in 1978 and adopted a home rule form of government in 1981.

It has an area of approximately 17 square miles and an area of extra-territorial jurisdiction of approximately 8 square miles. City Hall is located at N29° 22.240' and W95° 04.914'. The elevation of the community above National Geodetic Vertical Datum (NGVD) varies from about 14.0 feet to about 34.0 feet. Most of the population occurs between 20.0 and 30.0 NGVD. Temperatures are mild in winter, hot, and humid in the summer. The weather environment is heavily influenced by the proximity to the Gulf of Mexico and is typical for the southeast Texas Gulf Coast area.

Topography is generally flat falling to the north and to the south from a low ridge extending from the northwest to the southeast generally in line with State Highway 6. The city Storm Water drainage is collected by three separate systems, the area north of State Highway 6 and FM 1764 flows toward Dickinson Bayou and ultimately Galveston Bay, the area to the far east and generally between FM1764 and State Highway 6 flows to Highland Bayou, the area generally south of State Highway 6 flows ultimately to Halls Bayou; the latter two bayou systems flow southward to West Galveston Bay. Almost all of the drainage is managed by sheet flow to road bar ditches. City maintained bar ditches typically flow to Galveston County Drainage District # 1 collectors and thence to the natural bayous. The current city population according to the 2010 census is approximately 12,222. The majority of the City of Santa Fe is located within the Texas City Urbanized Area.

2. Key Personnel

A home rule charter may provide for establishment of the type of city government, specify the number of members, allow annexation, set property tax rates, and may authorize any other function, responsibility, or provision provided they are not specifically prohibited by the state constitution or laws. This gives municipalities like Santa Fe broad powers of enforcement and the ability to establish ordinances to regulate the various Storm water program elements.

The home rule charter, as amended, provides for a council-manager government, which includes a mayor and five at-large council members elected for a term of three years. Under this system, Council appoints the City Manager, who acts as chief executive officer of the government. The Mayor and City Council establish goals and priorities each fiscal year, while the City Manager implements those objectives established by the governing body. The City Manager carries out policy and administers City programs. All department heads are ultimately responsible to the City Manager. City departments include Administration, Community Services, Judicial, Police, Library, Streets and Fire Marshall.

The City Council and Planning and Zoning Commission regulate development. The Development Officer, a member of the Community Development Department, the Superintendent of the Streets Department, and the Fire Marshal review subdivision applications and technical documentation in a staff support role. Development Permits and Building Permits are issued by the Community Development Department under the oversight of the Santa Fe Building Official. City Staff also works in partnership with the Galveston County Drainage District #1 to review drainage plans and criteria.

The City of Santa Fe provides Public Affairs communication through the Office of the City Administrator. The City provides public education to residents on a variety of subjects using various methods, including press releases, newspaper advertising, the City of Santa Fe website www.ci.santa-fe.tx.us The community organization, "Keep Santa Fe Beautiful" assists the City with litter control and community action and awareness programs. In addition, the City of Santa Fe collaborates with the Galveston County Health District who is available to assist the City with public education and outreach pertaining to the Storm Water Management Plan.

3. City Drainage Operations

The City of Santa Fe recognizes the importance of consistent, uniform and integrated management of storm water operations, design standards, and capital improvements within its jurisdiction.

The Streets Division handles runoff management, street drainage system maintenance and street maintenance. Galveston County Drainage District No. 1 maintains major drainage ditches as well as creeks and bayous.

The Street Division infrastructure responsibilities include:

- 92.84 lane miles of streets
 - 11.48 miles of which is chip sealed
 - 4.18 miles of which is concrete
 - 77.18 miles of which is asphalt
- 3.91 miles of sidewalks
- 185 miles of storm sewer/open ditches
- 37 storm inlets

The Street Division is also responsible for the sizing and installation of culverts for our citizens within public right-of-ways.

Further, the Division is also responsible for the mowing of public rights-of-way (ROW) and drainage easements throughout the City. Rough-cut mowing is done 6 to 7 times throughout the year, and groom cut mowing is done on an as-needed basis.

Other responsibilities for the Street Division include the inspection and maintenance of 185 miles of storm sewer lines and open ditches. During and after rain events, this division is also responsible for inspecting and cleaning 37 storm inlets. In addition, the division is responsible for maintaining a positive flow for all open ditches. Periodic re-grading is required when the ditches become overly silted and stagnant. The Streets Division also responds to spills. If a responsible party does not respond and clean up a spill, the Fire Marshall investigates and enforces cases of illegal dumping and illicit discharges.

The Community Services Division administers key city ordinances and gives development guidance that may be affected by the Storm Water Management Program. These include:

- Subdivision Ordinance
- Zoning Ordinance
- Utilities Specification
- Mobile Home Parks
- Multi-family Dwellings

Santa Fe will manages runoff issues through the enactment ordinances listed above and through enactment of new regulation as needed. The enforcement and administration of these regulations will be funded through general fund revenues.

The City has a Building Code and conducts building inspections through the Building Official, within the Community Services Department. There is also a Code Enforcement Officer within the Community Services Department.

Engineering is performed for the city by separate contracts for services on an “as needed” basis.

4. Map of City Limits and Watersheds

See Attachment #1 to this SWMP which shows the city limits of the City of Santa Fe and the watersheds within its boundary. The following paragraphs describe each of the watersheds in more detail. The Galveston County Drainage District #1 provided the outfall and drainage system map. Waters of the U.S. receiving the discharges from the City of Santa Fe are Galveston Bay and West Galveston Bay.

Dickinson Bayou (Segment 1103)

The storm water in areas north of State Highway 6 and FM 1764 flow toward Dickinson Bayou watershed and is received by Galveston Bay. Area development is relatively of low residential intensity with some mixed commercial developments. There are higher intensity commercial uses along State Highway 6. Grazing and agricultural uses are also

found in this area. Most development relies upon 'on-site waste water disposal systems' some of which have known septic system problems. The Galveston County Health District is in contract with the City of Santa Fe and addresses these issues through complaint investigation. Segment 1103 is listed on the latest EPA-approved CWA § 303(d) list of impaired waters due to high bacteria counts and depressed levels of dissolved oxygen.

Highland Bayou (Segment 2424A)

Highland Bayou is an unclassified water body, formed from the confluence of Jones Bay to Avenue Q1/2 north of State Highway 6 between Arcadia and Alta Loma and flows into West Bay. Storm waters forming in the far east of Santa Fe and generally between FM1764 and State Highway 6 flow to Highland Bayou. The water way is also referred to as the Diversionary Canal. This watershed is largely developed with both low and high-density residential land uses. The West Bay Segment 2424 is classified as an impaired water body.

Halls Bayou

The upper reaches of Halls Bayou drain the western and southern areas of the City of Santa Fe as well as storm water from the City of Alvin and unincorporated areas in Brazoria and Galveston Counties. Land use in this watershed is agricultural with some rural residential development. The receiving water body is West Bay.

Willow Bayou

Primarily located within the unincorporated area of Galveston County south of State Highway 6, Willow Bayou drains portions of south Santa Fe as it flows from north to south to its confluence with Halls Bayou. This watershed is mostly agricultural with limited rural residential development.

Cloud Bayou

Cloud Bayou drains southern portions of the City of Santa Fe as it flows north to south to its discharge point in Halls Bayou. Upper portions are located within Galveston County,

but lower portions are in Brazoria County, which have channel improvements all the way to the tidal influence point just north of Halls Bayou. Flat terrain and shallow depth make draining portions of this area difficult.

5. MS4 Jurisdictional Overlap

The City of Santa Fe drainage operations has jurisdictional overlap with the Galveston County Drainage District #1 (Drainage District), and Galveston County. As a member of the Galveston County Storm Water Collaborative, overlap and contiguous MS4 Operators have been identified. Working relationships and collaborations have been developed. The Galveston County Health District (Pollution Control Division) chairs the collaborative and contracts with the City of Santa Fe to provide water pollution control and abatement services.

These jurisdictions are partially or fully located within the corporate City limits. These jurisdictions have the similar authority and responsibility over drainage operations within their boundaries, as does the City. At least two of these jurisdictions are MS4s and are subject to the NPDES Storm water requirements. The City will coordinate with the jurisdictions and work through the political ramifications of these overlays to minimize duplication of effort in Phase II compliance.

Storm water and drainage activities in the City of Santa Fe are implemented through the Drainage District. The Drainage District Board approves funding for all Drainage District activities. The primary mission of the Drainage District is to maintain the drainage channels associated with flood control in Galveston County, where the Drainage District has easements, in their existing flow conditions. The Drainage District accomplishes this through appropriate structural repairs and vegetation control. Secondly, the Drainage District provides a review of plats and drainage plans of new development to be approved by the City of Santa Fe staff and City Planning and Zoning Commission to assure the elimination of an adverse drainage impact on current and future residents.

The Drainage District's service area covers approximately 41,060 acres (64.2 square miles) and lies in northern Galveston County. The Drainage District's service area is bounded by Clear Creek watershed to the north, Galveston Bay to the east and Mustang

Bayou to the west and south. Historically, this service area was primarily rural agricultural, but recent growth in the area is changing the land use to urban development at an increasing rate. The Drainage District's boundaries include portions of five major watersheds including Dickinson Bayou, Highland Bayou, Willow Bayou, Cloud Bayou and Halls Bayou.

While the Drainage District is considered an MS4, subject to the NPDES Storm water requirements, and plays an important role in the overall development of a Storm water program for Santa Fe, their organizational structure and overall mission is not considered an efficient model for developing a comprehensive Storm water program including all the Minimum Control Measures (MCMs). The Drainage District should be included in any discussions concerning a program in Santa Fe and potentially could provide some service to the program, especially related to maintenance and detection of illicit discharges.

The City of Santa Fe is located within Galveston County, which is considered an MS4 Operator in itself. Galveston County is 450 square miles in area and has areas which are both unincorporated and urbanized. Multiple watersheds and jurisdictions overlap within the County. The County utilizes the Galveston County Storm Water Collaborative to identify and collaborate on projects for efficient and effective storm water programs which can be utilized countywide. The City will continue to participate as a member of the Collaborative.

Section B Storm Water Management

1. Introduction to Storm Water Management

Storm water management is an essential component of community infrastructure and serves to provide both increased convenience and protection of lives and property. A properly designed system will detain and/or carry away runoff from rainfall events while allowing the movement of vehicles to homes and businesses. The City's storm sewer system was designed to capture and transport rainwater runoff into local creeks and bayous to prevent street and neighborhood flooding.

Active management of storm water by local jurisdictions can protect public health and create a more attractive community. Drainage systems influence the water quality of the natural waterways that receive the area's rainfall runoff. Creeks, rivers, and bays provide wildlife habitat and support commercial and recreational fisheries, boating and nature tourism. They are fundamental to the quality of life in this region.

Storm water runoff can cause water pollution by carrying pollutants into the water supply. According to a report on water quality by the EPA, approximately 40 percent of the rivers, lakes, and estuaries that have been assessed by environmental protection agencies are not meeting water quality standards. The report found that urban runoff and discharges from storm sewers are major sources of water quality problems.

Providing the City of Santa Fe with a storm water management system that allows sustainable community growth is a continuing challenge. It involves educating residents, setting minimum standards, planning for future detention basins and drainage channels, working with private development interests, coordinating with governmental agencies, and maintaining the efficiency of the existing system of culverts, pipes, and other structures.

Recognizing that storm water system development should be guided by adopted policies and a comprehensive plan, the City of Santa Fe has developed this Storm Water Management Plan to address the issue.

2. Benefits of Storm Water Management

By more effectively managing storm water runoff, local governments can protect public health, spur economic development, and create a more attractive community. Contamination of community drinking water threatens public health and causes significant cleanup expense. Preventing contamination of drinking water avoids the costs of additional treatment facilities, locating new drinking water sources, and restoring citizens' confidence in their drinking water, public utilities, and community leaders.

Many techniques that local governments use to address storm water can also double for recreational purposes. Natural vegetation buffers preserved along rivers and other

bodies of water can provide ideal locations for hiking trails. Storm water detention ponds can double as bird-watching hot spots. Open spaces preserved for drainage can be used for soccer fields, golf courses, and picnic spots.

Section C. Storm Water Regulation

1. History of Storm Water Regulation

The Environmental Protection Agency (EPA), under the Clean Water Act (CWA), regulates storm water discharges by issuance of National Pollutant Discharge Elimination System (NPDES) permits. The 1972 amendment to the CWA prohibits discharge of any pollutant into the waters of the United States from a point source unless the discharge is authorized by a NPDES permit. The NPDES program initially targeted easily detected sources of water pollution such as municipal sewage and industrial process wastewater and was successful in improving water quality. However, the NPDES program was not addressing other significant sources of water quality impairment – nonpoint sources such as runoff from agricultural and forestry operations, and storm water runoff.

Congress further amended the CWA in 1987 and required the EPA to establish NPDES requirements for storm water discharges. A comprehensive, two-phase approach to storm water control was established. On November 15, 1990, the EPA published (55 Federal Register 47990) initial permit application for 11 categories of storm water discharges associated with industrial activity and from drainage systems located in municipalities with a population of 100,000 or more. The Phase I storm water regulations required large sources of storm water discharge to apply for NPDES permits. Large sources include medium and large municipal storm sewer systems usually serving 100,000 people or more, as well as several categories of industrial activity including construction activity disturbing five or more acres of land.

In 1998, the Texas Commission for Environmental Quality (TCEQ) was delegated authority to administer the NPDES permitting program in Texas. The Texas Pollutant Discharge Elimination System (TPDES) program now has federal regulatory authority over discharges of pollutants to Texas surface waters.

The NPDES Phase II rule, promulgated in December 1999, expanded the scope of the NPDES program to include smaller local governments. Santa Fe and other small municipalities (population under 100,000) that manage their storm water facilities are regulated as Phase II municipalities under the NPDES/TPDES municipal separate storm sewer system (MS4) permit requirements. The TCEQ issued a General Permit for Storm water discharges from Phase II cities in Texas in August 2007. This permit expired on August 12, 2012. A renewed permit was adopted by TCEQ on December 11, 2013. Phase II cities are required to obtain permit coverage within 180 days of the permit issuance date.

Under the Phase II Storm water regulations, a SWMP must be developed for the City of Santa Fe, to the extent allowable under state and local law, and implemented according to the requirements of Part III of General Permit No. TXR040000 for storm water discharges that reach Waters of the United States. The SWMP has been developed to prevent pollution in storm water to the maximum extent practicable and effectively prohibit illicit discharges to the system.

The final rule requires the permittee to choose *appropriate* best management practices (BMPs) for each of six MCMs. In other words, the EPA expects Phase II permittees to tailor their storm water management plans and their BMPs to fit the particular characteristics and needs of the permittee and the area served by its MS4. Therefore, the operator of a regulated storm sewer system can take advantage of the flexibility provided by the rule to utilize the most suitable MCMs for its MS4.

To qualify for permit coverage, the MS4 must develop a SWMP that describes the BMPs they will develop and implement to minimize the discharge of pollutants from the MS4 to the maximum extent practicable. The SWMP must address BMPs in the following subject areas or MCMs:

- Public Education and Outreach and Involvement
- Illicit Discharge Detection and Elimination
- Control of Construction Site Runoff
- Post-construction Storm Water Management
- Pollution Prevention and Good Housekeeping

- Industrial Stormwater Sources
- Optional: Municipal Construction Activities

The City of Santa Fe qualified as a Phase II MS4 and wishes to continue its authorization under a renewed permit. This report describes recommended BMPs that have been incorporated into the SWMP and implemented by the City of Santa Fe.

2. NPDES Phase II Minimum Control Measures

To qualify for permit coverage, the City of Santa Fe developed a SWMP that addresses six MCMs required. These subject areas are:

1) *Public Education and Outreach, and Involvement* – The MS4 is required to develop and implement a stormwater education and outreach program to educate public employees, business, and the general public about hazards associated with the illegal discharges and improper disposal of waste and about the impacts stormwater can have on water quality, and the steps they can take to reduce pollutants in stormwater

2) *Illicit Discharge Detection and Elimination* – The MS4 must develop, implement, and enforce a program to detect and eliminate illicit discharges including:

- Storm sewer system map
- Ordinance (or other regulatory mechanism) prohibiting illicit discharges
- Enforcement procedures/actions
- Detect and address illicit discharges (including illegal dumping)
- Inform employees, businesses on how to report illicit discharges

3) *Control of Construction Site Runoff* – The MS4 is required to develop, implement and enforce a program to reduce pollutants in runoff from construction activities disturbing greater than or equal to one acre (including smaller sites that are part of a greater common plan of development), with:

- Ordinance (or other regulatory mechanism), sanctions
- Procedures

- Require construction site operators to implement erosion and sediment control BMPs and to control waste

4) *Post-Construction Storm Water Management* – The MS4 is required to develop, implement and enforce a program for storm water runoff from New/Redevelopment projects that disturb greater than or equal to one acre (including smaller sites that are part of a greater common plan of development), with:

- Ordinance (or other regulatory mechanism) to address post-construction runoff
- Structural and non-structural BMPs appropriate to the community
- Ensure adequate long-term operation and maintenance

5) *Pollution Prevention and Good Housekeeping* – The MS4 is required to develop and implement an operation and maintenance program with the goal of preventing/reducing pollutant runoff from municipal operations. The program must have an employee-training component.

6.) *Industrial Stormwater Sources* - The MS4 is required to identify and control industrial stormwater sources such as landfills, other treatment, storage, or disposal facilities for municipal waste, hazardous waste treatment, storage, disposal and recovery facilities and facilities subject to Emergency Planning and Community Right-to-Know Act (EPCRA).

For the SWMP, the City of Santa Fe has identified BMPs that have been implemented over the permit term, responsible person(s), and measurable goals by which the permittee will self-report progress in an Annual Report to the TCEQ.

3. Capacity and Authority of MS4s to Implement and Enforce MCMs and BMPs

According to the EPA regulations at 40 CFR 122.34 (a), the MS4 permit will require, at a minimum, that the MS4 develop, implement, and enforce a SWMP designed to reduce the discharge of pollutants from the MS4 to the maximum extent practicable, to protect water quality, and to satisfy the appropriate water quality requirements of the Clean Water Act. The MCMs that have specific enforcement requirements are:

- *Illicit Discharge Detection and Elimination* – The illicit discharge MCM requires the MS4 to develop, implement, and enforce a program to detect and eliminate illicit discharges into the MS4. The MS4 must prohibit non-Storm water discharges into the storm sewer system, implement appropriate enforcement procedures and actions, develop, and implement a plan to detect and address non-Storm water discharges, including illegal dumping, into the storm sewer system.
- *Construction Site Storm Water Runoff Controls* – The construction site runoff MCM requires the MS4 to develop, implement, and enforce a program to reduce pollutants in any storm water runoff to the MS4 from construction activities that result in a land disturbance of greater than or equal to one acre (or less than an acre if it is part of a larger common plan of development). The MS4 must have a regulatory mechanism to require erosion and sediment controls, as well as sanctions to ensure compliance. Examples of sanctions to ensure compliance include non-monetary penalties, fines, bonding requirements, and/or permit denials for noncompliance.
- *Post-Construction Storm Water Management in New Development and Redevelopment* – The post-construction MCM requires the MS4 to develop, implement, and enforce a program to address storm water runoff from new development and redevelopment projects that disturb greater than or equal to one acre (including projects less than one acre that are part of a larger common plan of development). The program must ensure that controls are in place that would prevent or minimize water quality impacts. The strategy must include a combination of structural and nonstructural controls.

While an MS4 only has to develop an enforcement program to the extent allowable by state or local law, they must have a program that will reduce the discharge of pollutants from the MS4 to the maximum extent practicable, protect water quality, and satisfy the appropriate water quality requirements of the Clean Water Act. This will require effective enforcement mechanisms.

4. Targeted Controls for Bacterial Pollutant of Concern

TCEQ has identified elevated levels of bacterial content in Segment 1103 of the Dickinson Bayou Watershed. The City of Santa Fe in conjunction with the Galveston County Health District will be implementing Public Education Best Management Practices to target pet owners, large animal facilities and commercial operations in the water shed as to the bacterial effects of pet and commercial/industrial waste on storm water runoff. BMPs to reduce Illicit Discharges in the watershed will also be implemented as detailed in this report.

The Galveston County Health District uses seven sites in and around Santa Fe to periodically test for bacterial levels. Not all sites are within Segment 1103. Results are reported annually in the mS4 annual report to TCEQ. The City of Santa Fe has no water testing abilities and relies on information provided by the Health District to analyze the effectiveness of BMPs to reduce bacteria in Segment 1103 of Dickinson Bayou.

Part II Minimum Control Measures (MCMs)

Section A. MCM – 1 Public Education, Outreach and Involvement

The City of Santa Fe provides general public education to residents by several means of communication. The City of Santa Fe has a Public Information Officer responsible for communicating information to the public. The City of Santa Fe also has a website for disseminating information. The City of Santa Fe has an education partner, the organization “Keep Santa Fe Beautiful” that sponsors various volunteer clean-up activities during the year. The City of Santa Fe is a member of the Galveston County Health District through a formal agreement. The Galveston County Health District’s Pollution Control Division (Pollution Control Division) has air and water pollution control education programs that targets schools, civic organizations, professional trades associations, elected officials and the general public within the jurisdiction of the City of Santa Fe. The water pollution program discusses general water quality issues including pollution from both point and non-point sources, water pollution control methods, and pollution prevention ideas.

Best Management Practices Used

BMP1 –Website for Storm Water Quality

The City of Santa Fe will maintain an informational webpage on the City’s website which includes the City’s adopted SWMP and a link to the Galveston County Health District website for up to date information on storm water issues and the Clean Water Act. The Health District via Interlocal Agreement with the City will maintain SWMP contact information, public information event schedules and dates, and any reports generated in response to requirements of the NPDES permit on the their website.

Measurable Goals

The measurable goal for implementation of BMP1 is to create and maintain a City webpage and with a link to the Health District’s website. A traffic counter will be installed on each of the City’s and County’s websites to measure the people reached through this BMP. The goal will be at least 50 visits each year at the City and County websites.

Schedule

During the first permit year, the city will create a stormwater page and post to the city website. The adopted SWMP plan will be posted to the city website. By permit year two, the city stormwater page will have a link to the Galveston County Health district website. Visits to the webpage will be counted and reported annually. The City webpage will be maintained each of the 5 years of the permit.

Responsible Person(s)

The Pollution Control Division of the Galveston County Health District and the City of Santa Fe have the responsibility for implementation of the Public Education BMP1 to meet measurable goals.

BMP2 – Storm Water webpage for residential education

The City of Santa Fe will maintain an informational webpage on the City's website which will provide education to all city residents on storm water. The webpage will include information on the effects and sources of bacteria discharging from a residence, information on fats and oils clogging sanitary sewer lines, storm water effects from pet waste and decorative ponds.

Measurable Goals

The measurable goal for implementation of BMP2 is to create and maintain a City webpage. A traffic counter will be installed on each of the City's websites to measure the people reached through this BMP. The goal will be at least 50 visits each year at the City website.

Schedule

During the first permit year, the city will create a residential education storm water page and post to the city website. By permit year two, the webpage will be counted and reported annually. The City webpage will be maintained each of the 5 years of the permit.

Responsible Person(s)

The City of Santa Fe will have the responsibility for implementation of the Public Education BMP2 to meet measurable goals.

BMP3 – Storm Water Brochures

As part of our Interlocal Agreement, the Health District will distribute brochures that target individuals and businesses. Some of the brochures will describe how residents can reduce their impacts on our local water resources. The brochures will be available at a number of City facilities including City Hall, the Mae Bruce Library and the Justice Center. In addition, brochures will be distributed at City and County events.

Measurable Goals

The measurable goal for implementation of BMP2 is to provide 20 copies of the brochures in each City facility listed. At least 50 brochures will be distributed at City events.

Schedule

In the first permit year, 20 brochures will be distributed at City Hall, the library and Webber Center and other public locations. During each permit year, brochures will be distributed at least one City of Santa Fe special event.

Responsible Person(s)

The Health District has the responsibility for implementation of Public Education BMP3.

BMP4 Employee Training

The City of Santa Fe with assistance from the Pollution Control Division has developed a brief outreach program discussing storm water quality. The outreach program is in the form of a video presentation.

Measurable Goals

The measurable goal for implementation of BMP3 is to make a presentation to the various departments within the City of Santa Fe.

Schedule

Training will be held annually during the permit period.

Responsible Person(s) s

The Health District has the responsibility for implementation of Public Education BMP4. The City of Santa Fe has the responsibility to notify staff and arrange the meeting times and locations.

BMP5 Informational Brochure for Targeted Business, Commercial and Industrial Facilities

The Health District Pollution Control will distribute appropriate brochures to automotive facilities, car washes, restaurants, lawn and garden activities, etc. The brochures will outline methods by which these businesses can reduce their storm water impacts. .

Measurable Goals

At least 30 brochures will be distributed to local businesses annually. The brochures will also be available on the Health District’s website and distributed at community events. The Health District will maintain a file copy of the brochure.

Schedule

Brochures will be distributed annually and upon request for each of the 5 permit years.

Responsible Person(s)

The Pollution Control Division has the responsibility for the implementation of Public Education BMP5. The Pollution Control Division is responsible for distribution of the brochures.

BMP6 Informational Brochure for pet owners and stable or large animal facilities

The City of Santa Fe will distribute informational brochures to pet owners and property owners with live stock or large animals identified through code enforcement complaints. The brochures will outline methods by which these pet owners can reduce the bacterial impact on storm water from animal waste.

Measurable Goals

At least 20 brochures will be distributed annually. Brochures will also be distributed at community events. The City will maintain a file copy of the brochure.

Schedule

Brochures will be distributed annually and upon request for each of the 5 permit years.

Responsible Person(s)

The City of Santa Fe is responsible for distribution of the brochures.

BMP7 Class room Education

The Health District Pollution Control Division will advertise and promote classroom education utilizing the teaching aid, “Enviroscape”. Enviroscape is a 3-D model of a city that graphically demonstrates the effects of storm water runoff and impact on non-point storm water discharges.

Measurable Goal

The Health District will present at least one presentation a year to reach at least 20 kids/participants.

Schedule

The Health District will present at least one presentation per year for each of the 5 years of the permit.

Responsible Person(s)

The Health District Pollution Control Division has the responsibility for the implementation of Public Education BMP7.

BMP8 Comply with State and Local Public Notice Requirements

The City of Santa Fe will comply with state and local public notice requirements when implementing a public involvement/participation program. These requirements consist of TPDES General Permit No. TXR040000 Public Participation requirements described in Part II.D.12. :

An applicant under this general permit must adhere to the following procedures:

- (a) The applicant must submit the NOI and a SWMP to the executive director.
- (b) After the applicant receives written instructions from the TCEQ's Office of Chief Clerk, the applicant must publish notice of the executive director's preliminary determination on the NOI and SWMP.
- (c) The notice must include:
- (1) the legal name of the MS4 operator;
 - (2) identify whether the NOI is for a new small MS4 or is a renewal of an existing operation;
 - (3) the address of the applicant;
 - (4) a brief summary of the information included in the NOI, such as the general location of the small MS4 and a description of the classified receiving waters that receive the discharges from the small MS4;
 - (5) the location and mailing address where the public may provide comments to the TCEQ;
 - (6) the public location where copies of the NOI and SWMP, as well as the executive director's general permit and fact sheet, may be reviewed; and
 - (7) if required by the executive director, the date, time, and location of the public meeting.
- (d) This notice must be published at least once in the newspaper of largest circulation in the county where the small MS4 is located. If the small MS4 is located in multiple counties, the notice must be published at least once in the newspaper of largest circulation in the county containing the largest resident population. This notice shall provide opportunity for the public to submit

comments on the NOI and SWMP. In addition, the notice shall allow the public to request a public meeting. A public meeting will be held if the TCEQ determines that there is significant public interest.

(e) The public comment period begins on the first date the notice is published and ends 30 days later, unless a public meeting is held. If a public meeting is held, the comment period will end at the closing of the public meeting. The public may submit written comments to the TCEQ Office of Chief Clerk during the comment period detailing how the NOI or SWMP for the small MS4 fails to meet the technical requirements or conditions of this general permit.

(f) If significant public interest exists, the executive director will direct the applicant to publish a notice of the public meeting and to hold the public meeting. The applicant must publish notice of a public meeting at least 30 days before the meeting and hold the public meeting in a county where the small MS4 is located. TCEQ staff will facilitate the meeting.

(g) If a public meeting is held, the applicant shall describe the contents of the NOI and SWMP. The applicant shall also provide maps and other data on the small MS4. The applicant shall provide a sign in sheet for attendees to register their names and addresses and furnish the sheet to the executive director. A public meeting held under this general permit is not an evidentiary proceeding.

(h) The applicant must file with the Chief Clerk a copy and an affidavit of the publication of notice(s) within 60 days of receiving the written instructions from the Office of Chief Clerk.

(i) The executive director, after considering public comment, shall approve, approve with conditions, or deny the NOI based on whether the NOI and SWMP meet the requirements of this general permit.

(j) Persons whose names and addresses appear legibly on the sign in sheet from the public meeting and persons who submitted written comments to the

TCEQ will be notified by the TCEQ's Office of Chief Clerk of the executive director's decision regarding the authorization.

Measurable Goals

The measurable goal for implementation of BMP6 is to provide state and local required public notice in the process of implementing a public involvement/participation program as outlined in TPDES General Permit No. TXR040000 Part II, D.,12. Implementation will be according to the schedule below.

Schedule

The City of Santa Fe will comply with Public Notice requirements as directed by TCEQ when applying for the permit renewal in Year 1 of the permit's re-issuance..

Responsible Person(s)

The City of Santa Fe has the responsibility for the implementation of Public Involvement BMP8.

BMP9 – Advisory Committee

The City of Santa Fe will participate on an Advisory Committee. The committee carries the official name "**Galveston County Environmental Coalition**". The Coalition's mission statement is *"To promote environmental stewardship in Galveston County through cooperative efforts of the Environmental Coalition by identifying, informing and education the general public on all known environmental issues specific to Galveston County; and to act as clearinghouse for environmental information."* The Advisory Committee provides recommendations that assist in the efficient and effective implementation of the storm water management program. The Pollution Control Division will be responsibility for the facilitation of the business activities of the committee. Meetings are open to the public and will be advertised by the Health District.

Measurable Goals

The measurable goal for implementation of BMP9 is to attend the Advisory Committee as meetings are scheduled by the Health District. The Health District will record the agenda, minutes and number of attendees for each meeting. The Health District will sponsor biannual meetings to attract at least 5 attendees.

Schedule

The City of Santa Fe will participate in at least 2 meetings per permit year for each of the 5 years.

Responsible Person(s)

The Pollution Control Division has responsibility for implementation of Public Involvement BMP9 by notifying members to the time, date and place of the meetings, and keeping minutes.

Section B. MCM 2 Illicit Discharge Detection and Elimination

The City of Santa Fe has mapped the existing storm water conveyance systems in its jurisdiction. A hard copy has been given to the Galveston County Health District. The Pollution Control Division currently investigates reported or discovered illicit discharges. In addition, the Pollution Control Division assists the City of Santa Fe Emergency Response Departments in the proper clean up and disposal of reported spills. Several years ago, the Pollution Control Division participated in the Texas Clean Rivers Program and completed a three-year pilot project along Clear Creek detecting and eliminating illicit discharges. A “How-To” manual was drafted to assist municipalities with detection and elimination of illicit discharges. The manual is currently available for use from the Pollution Control Division.

Best Management Practices Used**BMP1 – Storm Water Conveyance Map**

The Health District partnered with the Galveston County Drainage District #1, the County Engineer’s Office, other Drainage Districts and the City of Santa Fe to obtain storm sewer and storm water conveyance maps. The sewer map contains the elements required under this permit including the location of all outfalls and the names and locations of all waters of the United States that receive discharges from those outfalls as

well as potential hotspots for sanitary system discharges and other noted illicit discharge detection sites. The storm sewer map is maintained at the offices of the Health District.

Measurable Goals

Each year of the permit, representatives at the Environmental Coalition will be asked for any updates to their maps.

Schedule

Annually work with responsible parties listed below to ensure update of the Storm Sewer Maps.

Responsible Person(s)

The Health District, Galveston County Drainage District #1, the City of Santa Fe, other applicable drainage districts and the County Engineer's Office.

BMP2 - Illicit Discharge Ordinance

The City of Santa Fe enacted ordinance #02-2010 on April 8, 2010 to effectively prohibit non-storm water discharges into the storm water conveyance system and implement appropriate enforcement procedures and actions. The ordinance lists all non-storm water discharges that will not be considered illicit. The Galveston County Health District Pollution Control Division has been given specific authority for enforcement of City pollution control via Interlocal Agreement. Illicit discharge detection techniques will be those utilized in the Pollution Control Division manual created for the Texas Clean Rivers Program for detecting and eliminating illicit discharges. This "How-To" manual is currently available for use from the Pollution Control Division. The Public are also able to report illicit discharges and spills through the Health District Hotline.

Measurable Goals

The Health District will apply the established procedures of the City's ordinance as needed. The Health District will investigate and inspect illicit discharges and track all investigations. The Health District will provide an annual report detailing all pollution complaints responded to in the City of Santa Fe.

Schedule

The Health District will apply established procedures as needed for each year of the 5 year term.

Responsible Person(s)

The Health District will be responsible for notifying the City of any violations of Ordinance #02-2010. The City will also apply established procedures for Code Enforcement as needed to address violations.

BMP3 – Employee Training

The Health District will provide educational training to County and City employees on the identification of illicit discharges and procedures for reporting observations to the Health District for investigation.

Measurable Goal

The training will be given to City employees in the Street Department and Parks and Maintenance Department each year of the 5 year permit term. A log will be kept of each training session and attendance.

Schedule

Training will be held annually for each year of the permit.

Responsible Person(s)

The Health District will provide trainers for each event.

BMP4 Citizen Complaint/Illegal Dumping Hotline

The Health District currently operates a hotline/complaint line for residents across the county to phone in complaints. The hotline fields calls regarding environmental concerns, dumping activities, construction runoff, and general public health nuisance conditions. The City of Santa Fe via a formal interlocal agreement, entitled the Water

Pollution Control and Abatement Program, directs the Health District personnel to investigate valid environmental complaints received at city hall or via the hotline. Reports are given to the city regarding any complaints investigated in our jurisdiction. The hotline is listed in several phone books, advertised on the City and the Health Districts websites and is included on Health District Water Pollution Control brochures.

Measurable Goal

The Health District will provide an annual report to the city of all complaints received and investigated within the city’s municipal boundaries.

Schedule

The Health District will respond to and track each relevant complaint every year for 5 years.

Responsible Person(s)

The Health District Pollution Control Division has the responsibility for the implementation of BMP4.

BMP5 Sanitary Sewer Systems reduction of bacteria

The City of Santa Fe does not operate any water or sanitary sewer facilities. The Water Control Improvement District #8 operates within the corporate limits of Santa Fe but is a separate taxing authority. WCID#8 is licensed and operates all water and sanitary sewer facilities per the State of Texas and TCEQ guidelines.

Measurable Goal

The City of Santa Fe will request an annual report from WCID#8 with regards to improvements to reduce overflows, lift station inadequacies, improvement reporting of overflows and the strengthening of sanitary sewer requirements to reduce blockage from fats, oil and grease.

Schedule/ Responsible Person(s)

The City of Santa will request an annual report from WCID#8 every year for 5 years of the permit.

BMP6 On-site sewage facilities (OSSFs) reduction of bacteria

OSSF are permitted by the Galveston County Health District. The City of Santa Fe does not inspect or permit OSSF systems.

Measurable Goal

The City of Santa Fe will request an annual report from the Galveston County Health District with regards all OSSF failing system investigations within the corporate limits of Santa Fe.

Schedule/ Responsible Person(s)

The City of Santa will request an annual report from the Health District every year for 5 years of the permit.

Section C. MCM 3 Construction Site Storm Water Runoff Control

Currently, the City of Santa Fe issues Development Permits and performs on-site inspections of all construction projects. Storm water controls are included in current city regulations under City Code Chapter 3 Construction Regulations and Chapter 6 Health and Sanitation codes. Projects are evaluated for code compliance during city inspections. Noncompliance with codes can be cause for the city to stop inspections, thereby halting construction until the situation is remedied. The Interlocal agreement with Galveston County Health Department and Galveston County Drainage District #1 adopted February 11, 2010 creates a central entity responsible for the implementation of public outreach, education, inspection and construction site management.

Best Management Practices Used

BMP1 – Site Inspections and Enforcement for Erosion and Sediment Control and On-site Waste Control

The Galveston County Health Department Pollution Control Division has developed a site inspection and enforcement program to reduce pollutants in any storm water runoff from construction activities that result in a land disturbance of greater than or equal to one acre. The Health District has reviewed the City's regulations including Ordinance #2-2010 regarding Storm Water Pollution Prevention. The ordinance requires erosion and sediment control BMPs be put in place by construction site operators. The Health District per Interlocal Agreement with the City will perform SWPPP reviews, site inspections and enforcement on construction sites that disturb more than one acre, including construction site runoff from sites that are part of a larger common plan of development, using the Construction Site Inspection Checklist developed by the County. These checklists as well as any records of enforcement will be maintained in the Health District's files.

Measurable Goals

The Health District will use its established procedures to conduct weekly or biweekly inspections on at least 1 construction site over one acre when such sites are present within the city of Santa Fe. Results of such inspections will be reported annually to the City of Santa Fe.

Schedule

Construction site BMPs will be inspected weekly or biweekly for each year of the permit when and where such sites are present in the city.

Responsible Person(s)

The Pollution Control Division through a formal contract with the City of Santa Fe accepts responsibility for implementation of Construction Site Storm Water Runoff inspection and enforcement.

BMP2 Plan Review and Approval Procedure

The City of Santa Fe has partnered with the Health District for review of local development Storm Water Pollution Prevention Plans. The City will provide copies of all SWPPP presented to the City with construction permits for developments over one acre in size or sites that are part of a larger common plan of development. Plans will be reviewed to ensure they meet the appropriate storm water requirements including permit coverage under TCEQ (if required) and that appropriate BMPs will be put in place.

Measurable Goals

The Health District will review 100% of the SWPPP forwarded by the City for compliance with state and local requirements.

Schedule

Plans meeting size requirements will be submitted by the City each year of the permit.

Responsible Person(s)

The Pollution Control Division through a formal contract with the City of Santa Fe accepts responsibility for review of all SWPPP submitted to the City.

BMP3 Contractor Certification and Training

The Health District will train contractors through a video that outlines storm water pollution prevention techniques utilized at construction sites. All contractors conducting construction activities in the city will be required to view the video as part of the permit application process. Contractors will have to fill out an affidavit certifying they have viewed the training video.

Measurable Goals

The Health District will train 100% of the contractors with developments in the City of Santa Fe that have developments over one acre in size or on sites that are part of a larger common plan of development; at least one contractor a year as able.

Schedule

Certification and training will be done prior to the issuance of a city development permit.

Responsible Person(s)

The Health District will conduct the training and send an annual report of contractors who have attended the training. The City of Santa Fe will maintain a copy of the signed affidavit certifying training from the contractors with developments in the City of Santa Fe that have developments over one acre in size or on sites that are part of a larger common plan of development.

BMP4 Construction Site Operator’s Brochure

The Health District will provide the EPA Brochure titled *“How Do I Get Stormwater Permit Coverage For My Construction Site?”* to the City of Santa Fe. The brochures will be available at City facilities including City Hall and the Mae Bruce Library.

Measurable Goals

The measurable goal is to provide 10 copies of the brochures in each City facility listed.

Schedule

In the first permit year, 10 brochures will be distributed at City Hall and the library. During each permit year, brochures will be re-stocked to maintain at least 10 copies available at each location.

Responsible Person(s)

The Health District has the responsibility for providing the brochures as needed. The City of Santa Fe will be responsible for the maintenance on the number available to the public at City facilities.

Section D. MCM 4 Post Construction Storm Water Management for New Development/Redevelopment

The City of Santa Fe regulates development within the jurisdiction of the City through the use of development permits, City Codes and utility specifications outlined in its Engineering and Design Specifications. Storm water controls are included in current city regulations under City Code Chapter 3 Construction Regulations and Chapter 6 Health and Sanitation codes, Article 8.10 Performance Standards of the Zoning Ordinance as well as Engineering Design Specifications. The Interlocal agreement with Galveston County Health Department and Galveston County Drainage District #1 adopted February 11, 2010 creates a central entity responsible for the implementation of public outreach, education, inspection, and construction site management. The Health District requires a Construction Storm Water Permit for operators of construction sites over an acre be filled out and submitted to the County. The Health District utilizes a *Construction Site Inspection Checklist* to ensure site developers are implementing BMPs appropriate for construction sites over one acre. Contractors are also required to watch a Storm Water Pollution Prevention training video as part of the Construction Storm Water Permit.

Best Management Practices Used

BMP1 – Plan Review and Approval Procedure

The Pollution Control Division will review local development construction plans for developments over one acre in size or on sites that are part of a larger common plan of development. Plans will be reviewed to ensure that appropriate storm water requirements are in place including permit coverage under TCEQ (if required), the SWPPP and appropriate BMP's. The public may provide comments during the review by submitting a letter to the Health District, Drainage District #1 or the City of Santa Fe.

Measurable Goals

The Health District will review 100% of the plans submitted by the City of Santa Fe for projects meeting the size requirement.

Schedule

Plans will be reviewed on an as needed basis throughout the permit term.

Responsible Person(s)

The Health District will be responsible for plan reviews. The City of Santa Fe will be responsible for submitting plans to the district which meet the size requirements.

BMP2 – Storm Water Pollution Prevention Enforcement Tool and Regulatory Mechanisms, Inspection of Post Construction Runoff Controls for Long Term O&M Provisions

The Galveston County Health Department Pollution Control Division has developed a site inspection and enforcement program to reduce pollutants in any storm water runoff from construction activities that result in a land disturbance of greater than or equal to one acre. These procedures are found in their *Storm Water MS4 Pollution Control Order for Erosion and Sediment Control; Illicit Discharge; and Post Construction* and in the *Erosion and Sediment Control Plan Permit*. The Health District has reviewed the City's regulations including Ordinance #2-2010 regarding Storm Water Pollution Prevention. The ordinance requires erosion and sediment control BMPs be put in place by construction site operators. The Health District per Interlocal Agreement with the City will perform SWPPP reviews, site inspections and enforcement on construction sites that disturb more than one acre, including construction site runoff from sites that are part of a larger common plan of development, using the Construction Site Inspection Checklist developed by the County. These checklists as well as any records of enforcement will be maintained in the Health District's files.

Measurable Goals

The Health District will conduct weekly inspections of newly developed and redeveloped construction sites meeting size requirements to confirm compliance with long term operation and maintenance requirements.

Schedule

Construction site BMPs will be inspected weekly or biweekly each year for five years based on the presence of active post-construction sites and project completion dates.

Responsible Person(s)

Health District shall conduct inspections per interlocal agreement with the City of Santa Fe.

Section E. MCM 5 Pollution Prevention/Good Housekeeping for Municipal Operations

The City of Santa Fe has a limited amount of storm sewers, but does have extensive storm water drainage ditches. The Streets department handles runoff management and street drainage system maintenance. A limited amount of sanitary sewer exists within the corporate limits of Santa Fe and is operated by the Water Conservation and Improvement District No. 8 (WCID#8). The Streets department service center is located off 11th Street on a tract leased from WCID#8. The Service Center includes several buildings and covers 10 acres. Most vehicle and equipment maintenance activities take place both inside and outside of buildings. Most of the outdoor area is paved in asphalt. Stockpiled materials such as rock and asphalt are stored in open air stockpiles on site. The Parks and Building Maintenance department operates next to City Hall in a 2,000 sq. ft. building. This facility consists of the building and paved parking area. A vehicle and equipment wash facility, located at the Galveston County West County Annex, is used for equipment wash-down and clean up; it has containment and a sediment trap and is plumbed to the sanitary sewer.

Municipal Operations

The City of Santa Fe has two municipal operations which are subject to the operation, maintenance, or training programs developed under the conditions of this MCM. These include:

Municipal Program	Activities
Street Department	Street Repair, street maintenance, striping/painting; inspection and cleaning of open ditch storm water conveyance system; Vehicle and equipment maintenance and repair; equipment storage and materials storage maintenance; outdoor loading and unloading of materials; equipment washing

Parks and Building Maintenance Department	Buildings and grounds maintenance and repair; landscape maintenance including mowing, trimming; fertilizer and pesticide management; controlling litter in public areas; graffiti cleaning
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The City of Santa Fe does not have a water/sewer utility department, nor are there any fountains, pools or lakes maintained by the City. Solid waste collection is contracted out to Ameri-waste of Alvin, Texas. Waste collected during municipal operations is placed within the dumpsters emptied by Ameri-waste. There are no City of Santa Fe municipal owned or operated industrial activities subject to TPDES industrial storm water regulations.

Best Management Practices Used

BMP1 – Provide Spill Response Kits and Training at Service Center

The City of Santa Fe, in conjunction with training provided by the Health District, provides training to applicable employees at the Street Department and Parks Maintenance facilities in spill response procedures. The City of Santa Fe will provide spill response kits in convenient locations at the facilities.

Measurable Goals

The measurable goal for implementation is to provide spill response kits containing dry absorbents, gloves and disposal bags and training to applicable employees at both the Street Department yard and the Parks Maintenance facility. Annual training will include procedures on how to stop the source of the spill, how to contain and clean up the spill, how to dispose of contaminated materials and how to prevent and control future spills.

Schedule

Both facilities will be inspected annually to assure maintenance of spill kits. Training will be offered annually in conjunction with Storm Water training offered by the Health Department.

Responsible Person(s)

The City of Santa Fe has the responsibility for implementation and scheduling of inspections and training. Records will be maintained by the City.

BMP2 – Storage and disposal of hazardous fluids used in heavy equipment

The City of Santa Fe will store and dispose of hydraulic fluids and used oils per federal and state requirements. Bay Oil Company, an authorized third party, is contracted to pick up and properly dispose of hazardous fluids used by Streets and Maintenance.

Measurable Goals

Written records of material waste disposal are kept annually. Annual training will include information on hazardous materials disposal and storage.

Schedule

Records will be maintained annually. Training will be held annually.

Responsible Person(s)

The City will continue to maintain records for each of the permit years.

BMP3 – Waste Handling and Disposal

The City of Santa Fe has contracted with Ameri-waste of Alvin, Texas to pick up all solid waste from municipal operations. Ameri-waste provides fully enclosed dumpsters at City Hall, the Library, the Community Center and at the Street Department yard. White paper recycle bins are used in all office facilities as well as recycling containers for plastic bottles and aluminum cans.

Measurable Goals

The measurable goal for implementation of BMP3 is to keep written records of amount of recycled waste collected annually. The Street Department also keeps written records

of the amount/volume of dredge spoils collected and disposed of in the maintenance of open ditches. Annual employee training includes the handling of wastes and their proper disposal.

Schedule

The City will continue to maintain records for each of the permit years. The City of Santa Fe will maintain contracts with third party solid waste services. Training will be held annually during the permit period.

Responsible Person(s)

The City of Santa Fe.

BMP4 - Structural Maintenance Controls

The City of Santa Fe Street Department is responsible for the maintenance of the 156 miles of open ditches in the City. These ditches outfall into the Galveston County Drainage District #1 system. Period re-grading is required to keep positive flow.

Measurable Goals

The City of Santa Fe Street department will keep a log of various ditches/streets which require mowing and re-grading. The goal will be to maintain the mowing rate in the right-of-way and ditches of seven times per year. A re-grading schedule and long term inspection schedule has been established and written records kept.

Schedule

The City will mow right of way and ditches to meet the stated goal annually for each permit year. Paving or re-grading will be done on an as needed basis annually based upon inspection reports for the permit term.

Responsible Person(s)

The City of Santa Fe Street Department will be responsible for maintaining logs and schedules.

Section F. MCM 6 Industrial Stormwater Sources

The City of Santa Fe does not have any known industrial stormwater sources and further is not categorized as a Level MS4 entity.

Section G. MCM 7 Municipal Construction Activities

MCM7 will not be utilized in this permit.