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# Town of Shady Shores

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Storm Water  
Management  
Program for Small  
Municipal Separate  
Storm Sewer  
Systems (MS4)

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Under the Texas Pollution  
Discharge Elimination  
System Phase II MS4  
General Permit (TXR040000)

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CERTIFICATION STATEMENT

TPDES General Permit No. TX R040000  
Application for Permit

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

This SWMP, the required cover sheet, and Notice of Intent (NOI) are being submitted to the TCEQ on this the \_\_\_\_\_ day of \_\_\_\_\_, 2010.

\_\_\_\_\_  
Olive Stephens  
Mayor  
Authorized Representative  
Town of Shady Shores

The Town of Shady Shores, Texas is submitting this Storm Water Management Program (SWMP) to comply with the Texas Commission on Environmental Quality (TCEQ), Texas Pollution Discharge Elimination System (TPDES) according to the requirements of the general permit for the storm water discharges that reach waters of the United States, regardless of whether the discharge is conveyed through a separately operated storm sewer. The SWMP is developed 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 and the Texas Water Code.

## **OVERVIEW**

Town of Shady Shores

Physical Address: 101 S. Shady Shores Rd  
Shady Shores, TX 76208

Mailing Address: PO Box 362  
Lake Dallas, TX 75065

Agent: Olive Stephens, Mayor

Phone: 940-498-0044

Legal Status: Type A General Law municipality

## **TOWN OF SHADY SHORES DESCRIPTION**

The Town of Shady Shores is located in Denton County approximately 30 miles north of Dallas, Texas and approximately 10 miles south of Denton, Texas. An overall map may be found at the end of this SWMP.

The Town Hall is located at the intersection of Lake Shore Rd, Cielo Dr, and Shady Shores Rd.

Shady Shores is bounded by surrounding cities and Lewisville Lake. The corporate limits contain an area of 4 square miles. According to North Central Texas Council of Governments 2010 Population Estimates, the Town of Shady Shores has an estimated population of 2450. The Town of Shady Shores has no commercially zoned areas.

The Lake Cities Municipal Utility Authority (LCMUA) was created in 1963 by the State of Texas as a water conservation and reclamation district. LCMUA serves Lake Dallas, Shady Shores, and Hickory Creek with water and wastewater services. LCMUA owns, installs, maintains and operates the wastewater collection system in the Town of Shady Shores. Therefore, LCMUA is responsible for the prevention and cleanup of sanitary sewer overflows from the MS4. The Town of Shady Shores and LCMUA have a long-standing contract addressing the authority, response, and applicability of activities pertaining to water and wastewater services provided within the town limits.

The major water of the State receiving direct discharges from the Town of Shady Shores is Lewisville Lake.

Fire protection is provided by Lake Cities Fire Department. The Lake Cities Fire Department performs the cleanup of minor spills as a result of auto accidents within the town.

Police services are provided by the City of Corinth. Police vehicles are maintained by the City of Corinth.

Library services are provided though Lake Cities Library.

Building plan reviews and inspections are outsourced to independent contractors.

Trash collection is performed by contract services, currently Waste Management.

Public education is provided by both Denton ISD and Lake Dallas ISD.

The Town of Shady Shores does not have municipal operations or equipment other than an ATV operated by the Corinth Police Department in case of emergencies. This ATV is maintained by an independent contractor. All of the work done to the grounds surrounding the Town Hall, roads, and culverts are provided by independent contractors that do not operate out of town owned or operated facilities

The Town of Shady Shores does not own or operate any municipal facilities which would require TPDES permitting.

Hidden Valley Airpark is a private subdivision within the town boundaries. One underground storage tank (UST) with a capacity of six thousand (6,000) gallons exists in this subdivision. This UST is owned and operated by Fuel 4 Fun which is owned by Hidden Valley Airpark Association. Fuel 4 Fun is responsible for all environmental and regulatory compliance and has a spill prevention plan in place. (*See Exhibit B*)

No portion of Shady Shores is in Indian Country Lands.

The Town of Shady Shores **declines** the option for the seventh minimum control measure.

Responsible Person:

Olive Stephens  
Mayor  
Town of Shady Shores  
PO Box 362  
Lake Dallas, TX 75065  
Phone: 940-468-0044

The general public may view all applicable records including the SWMP, the SWMP cover sheet, and the NOI at:

Shady Shores Town Hall  
101 S. Shady Shores Rd  
Shady Shores, TX 76208

General Reporting Requirements:

1. Noncompliance Notification. According to 30 TAC Section 305.125(9), any noncompliance which may endanger the human health or safety, or the environment, must be reported by the permittee to the TCEQ.
2. Annual Report. The MS4 operator must submit a concise Annual Report to the Executive Director within ninety days of the end of each permit year.
3. Notice of Change. Prior to substantive change to this SWMP, the Town shall comply with the general permit requirements to submit a Notice of Change (NOC) as specified in the general permit.

## **STORM WATER MANAGEMENT PLAN**

Part 1 has been developed to inform specific groups of the public about: the impacts that storm water runoff can have on water quality, the hazards associated with illegal discharges and improper disposal of waste, and the steps the public can take to reduce pollutants in storm water management. The Town of Shady Shores does not contain any local businesses or any commercial or industrial facilities which would require to be targeted by the requirements of this minimum control measure.

### **PART 1. PUBLIC EDUCATION AND OUTREACH ON STORM WATER IMPACTS**

#### **1.1 Publication Articles**

Year 3: Research and collect brochures, fact sheets, and other educational materials from federal, state, and local agencies or other MS4 websites.

Years 4 and/or 5: Publish or distribute articles a minimum of once yearly through town website and/or mailing. Make publications available to residents and visitors in the lobby of the Town Hall. Distribute applicable publications to construction site personnel during site review and to public service employees and contractors during training sessions.

This Best Management Practice (BMP) addresses the following groups: Residents, Visitors, Public Service Employees and Contractors, and Construction Site Personnel.

#### **1.2 Web Site**

Year 4 and/or 5: Assign to webmaster. Work with webmaster to develop a Stormwater tab on town website. Establish links to offsite websites with information related to storm water management. The web site address will be provided on all Stormwater publications distributed by the Town. Enhance existing website as necessary.

This BMP addresses the following groups: Residents, Visitors, Public Service Employees and Contractors, and Construction Site Personnel.

#### **1.3 Community Outreach**

Year 4 and/or 5: Develop a program that will reach community. Develop a budget. Identify seminars, workshops, conferences, brochures, etc. Distribute outreach material. Develop a schedule of events. Publicize events on community bulletin board and town website. Participate in one annual local event.

This BMP addresses the following groups: Residents and Visitors

#### **1.4 Public Inquiry Contact**

Year 4 and/or 5: Identify principal contact and devise best method for handling public inquiries, comments or concerns about illicit disposal of waste and/or requests for information. Update principal contact as needed. Obtain comments through postal mail, email, phone calls and personal contact. Provide answers through medium comment was received.

This BMP addresses the following groups: Residents, Visitors, and Construction Site Personnel.

**Measurable Goals for this MCM:** The purpose of the BMPs, in this Minimum Control Measure, is to develop and implement a program to provide educational materials and outreach to all of the applicable groups required in MCM 1 of the TXR040000 general permit and will be fully implemented during this permit term.

Year 3:

- Research and collect brochures, fact sheets, and other educational materials

Year 4 and Year 5:

- Develop budgets for public articles and outreach programs
- Publish and distribute outreach material
- Develop a Stormwater tab on town website with links to offsite websites with information related to storm water management
- Publish or distribute publication articles a minimum of once yearly through town website and/or mailing
- Make publications available to residents and visitors in the lobby of the Town Hall
- Distribute applicable publications to construction site personnel during site review and to public service employees and contractors during training sessions
- Enhance existing website as needed
- Develop a community outreach program
- Develop a community outreach program budget
- Identify seminars, workshops, conferences, brochures, etc. for community outreach
- Develop and publicize a schedule of community outreach events
- Identify principal contact to handle public inquiries and update as needed
- Participate in one local community outreach event annually

Part 2 has been developed to demonstrate how the program addresses public participation and involvement and how it complies with State and local public notice requirements.

## **PART 2. PUBLIC PARTICIPATION AND INVOLVEMENT**

### **2.1 Citizen Advisory Group**

Years 4 and/or 5: Develop citizen advisory group. Decide whether this group needs to be council appointed. The group will meet annually to provide suggestions for local activities and create a schedule for possible events. Conduct meetings annually.

### **2.2 Public Meetings**

Years 4 and/or 5: Develop a schedule, venue, and topics for public meetings. Determine how to advertise the meeting. Develop a feedback tool. Document all attendance. Develop budget. Conduct meetings annually.

### **2.3 Recycling Program**

Year 3: Provide local residents recycling bins to be used for all paper, plastic, glass, and metal products. These items will be picked up on a regular schedule.

Years 4/5: Continue activities from previous year.

### **2.4 Household Hazardous Waste**

Years 4 and/or 5: Contact local providers of hazardous waste disposal. Contact surrounding communities to determine possible cost sharing. Determine costs. Implement program. Residents will be notified through town publication/website of dates and allowable products to be disposed of. Document dates.

### **2.5 Shoreline/Trail/ Right of Way Clean up**

Years 4 and or 5: Develop database of volunteer organizations, homeowner associations, and residents willing to assist in cleanup. Develop program to include schedule and method for advertising. Post notice of events on community bulletin board and town website. Sponsor a minimum one cleanup date per year. Update database as needed. Document date.

### **2.6 Public Notification**

Year 3: Make the SWMP and Notice of Intent available to the general public at the Town Hall and on the storm water web page upon completion.

Years 4/5: Update as needed.

**Measurable Goals for this MCM:** The purpose of the BMPs, in this Minimum Control Measure, is to develop and implement a program to provide the local residents and other concerned general public, an opportunity to participate and get involved in groups, meetings, and programs that will meet the requirements in MCM 2 of the TXR040000 general permit, and shall be fully implemented during this permit term.

Year 3:

- Provide local residents recycling bins and pick-up the contents of the containers on a regular schedule
- Make the SWMP and Notice of Intent available to the general public at the Town Hall and on the web page

Year 4 and/or 5

- Develop a citizen advisory group.
- Conduct annual meetings of advisory group
- Develop a schedule, venue, and topics for public meetings
- Determine how to advertise public meetings
- Develop a feedback tool for public meetings
- Begin documenting attendance of public meetings
- Develop budget
- Contact local providers of hazardous waste disposal
- Contact surrounding communities to determine possible cost sharing for the hazardous waste disposal program
- Determine the costs and develop a budget for the hazardous waste disposal program
- Develop database of volunteers for the shoreline/trail/right of way clean-up program
- Develop schedule and method for advertising the shoreline/trail/right of way clean-up program
- Begin to post a notice of events on community bulletin board and town website
- Sponsor an annual shoreline/trail/right of way clean-up and document the date

Part 3 demonstrates that a program shall be established to prohibit, detect and eliminate illicit discharges to the MS4 of the Town of Shady Shores. The program shall include an ordinance, enforcement procedures to remove an illicit discharge, a list of detection techniques and a map showing locations of the outfalls, names and locations of U.S. waters, and sources of information used to develop and update the map.

**PART 3. ILLICIT DISCHARGE DETECTION AND ELIMINATION (IDDE)**

**3.1 Sewer Map**

Year 4 and/or 5: Develop a map of the Town's Municipal Separate Storm Sewer System (MS4) that will show the locations of all outfalls and the names and locations of waters of the U.S. receiving discharges from the MS4. Sources to be used to develop and update map are existing town maps, USGS maps, and local utility district maps. Decide the level of precision, the degree of detail that will be used to map the MS4. Analyze resources, funding, and staffing. Develop an annual budget. Mapping of the Town's MS4 will continue and/or start until fully implemented.

**3.2 Illicit Discharge Detection and Elimination Ordinance**

Year 4 and/or 5: Evaluate existing ordinances and evaluate current operations. Gather information from surrounding communities already implementing IDDE programs. Compose a draft of an illicit discharge ordinance to address illicit discharges and dumping tentatively titled *Stormwater Ordinance*. Address identification and notification of the violator, measures that can be taken to correct the violation, and/or sanctions to ensure compliance. Approve *Stormwater Ordinance*. Begin enforcement program. Incorporate illicit discharge inspections during dry weather into regular inspection duties at least annually. Annually review changes in technology and practices to ensure ordinance remains currently applicable.

**3.3 Public Notification**

Year 4 and/or 5: Notify residents and contractors of the hazards and costs of illicit discharge and improper disposal of waste through seminars and/or published or distributed information. Create tracking system in which submitted public information, both written and verbal, is recorded and then given to inspector for possible follow-up. Update program as needed.

**3.4 Public Inquiry Contact**

Year 4 and/or 5: Identify principal contact to handle public inquiries, comments or concerns regarding illicit discharges to the Town's MS4 system. Set-up a reporting mechanism using principal contact email and town phone number. Review policy as needed. Update principal contact as needed.

**Measurable Goals for this MCM:** The purpose of the BMPs, in this Minimum Control Measure, is to create a program to prohibit, detect and eliminate illicit discharges within the Town's MS4 system. The program shall contain detection techniques; an ordinance to prohibit an eliminate discharges, including enforcement procedures and actions to remove illicit discharge sources; and the provision for the development of an outfall map.

Full implementation of this MCM will meet the requirements of MCM 3 of the TXR040000 general permit, and shall be fully implemented during this permit term.

Years 4 and/or 5:

- Develop a Storm Sewer Map until complete in Year 5
- Evaluate Existing Ordinances and Current Operations
- Compose a Draft of an Illicit Discharge Ordinance
- Use Public Notification to inform residents and contractors about illicit discharges
- Identify principal contact to handle public inquiries
- Approve Stormwater Ordinance and begin enforcement.
- Update Public Notification program as needed.
- Review policy and keep principal contact updated

Part 4 has been developed to implement and enforce a program to reduce pollutants in any storm water runoff to the small MS from construction activities that result in a land disturbance of greater than or equal to one acre or if that construction activity is part of a larger common plan of development or sale that would disturb less than one acre or more of land.

#### **PART 4. CONSTRUCTION SITE STORMWATER CONTROLS**

##### **4.1 Ordinance**

Year 4 and/or 5: Evaluate existing ordinances and evaluate current operations. Develop ordinance to include the development and implementation of requirements for construction site contractors to include, at minimum, implement erosion and sediment control, control waste of discarded building materials, refueling, concrete truck washout water, chemicals, litter, and sanitary waste at the construction site that may cause adverse impacts to water quality. Determine if this ordinance can be combined with proposed *Stormwater Ordinance*. Approve ordinance. Develop and implement enforcement program. Address identification and notification of the violator, measures that can be taken to correct the violation, and/or sanctions to ensure compliance. Incorporate inspections into regular inspection duties. Review changes in technology and practices to ensure ordinance remains currently applicable.

##### **4.2 Construction Site Plan Review**

Year 4 and/or 5: Review existing construction plan review process to include SWP3 requirements. Implement the review process and permitting process. Evaluate and update process annually. Maintain list of all new projects that are reviewed under the new review procedures

### **4.3 Site Inspection and Policy Enforcement**

Year 4 and/or 5: Develop site inspection program. Include sanctions for non-compliance, time frame for correcting deficiencies and any enforcement actions which might be taken to achieve compliance. Implement program and enforcement. Edit program as needed.

### **4.4 Public Notification**

Year 4 and/or 5: Create tracking system in which submitted public information, both written and verbal, is recorded and given to inspector for possible follow-up. Update program as needed

### **4.5 Public Inquiry Contact**

Year 4 and/or 5: Identify principal contact to handle public inquiries, comments or concerns regarding illicit discharges from construction sites to the Town's MS4 system. Set-up a reporting mechanism using principal contact email and town phone number.

**Measurable Goals for this MCM:** The purpose of the BMPs, in this Minimum Control Measure, is to create a program to address the prevention of discharge of potential pollutants in storm water runoff from construction sites in an ordinance requiring erosion and sediment controls and sanctions, site plan reviews, site inspections and enforcement, and review and consideration of input from the public, according to the requirements in MCM 4 of the TXR040000 general permit and shall be fully implemented during this permit term.

Year 4 and/or 5:

- Evaluate existing ordinances and current operations
- Develop construction ordinance
- Approve ordinance and begin enforcement program
- Review existing construction plan review process and include SWP3 requirement review
- Develop site inspection program and include sanctions for non-compliance
- Implement site inspection and policy enforcement program
- Identify principal contact to handle public inquiries and update as needed
- Create tracking system for information submitted by the public
- Evaluate and update construction site plan review process annually
- Update public notification program as needed

Part 5 has been developed to implement and enforce a program to reduce pollutants in any storm water runoff to the town's small MS4 from new development or re-development activities that result in a land disturbance of greater than or equal to one acre or if that construction activity is part of a larger common plan of development or sale that would disturb less than one acre or more of land.

**PART 5. POST CONSTRUCTION STORMWATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT**

**5.1 Construction Ordinance**

Year 4 and/or 5: Evaluate existing ordinances and evaluate current operations. Develop an ordinance to include long term maintenance and operational requirements for runoff controls, landscaping, and vegetation restoration to control erosion and procedures for an enforcement program. Determine if this ordinance can be combined with or added to the proposed *Stormwater Ordinance*. Develop enforcement program. Approve ordinance. Begin enforcement program. Incorporate inspections into regular inspection duties. Review changes in technology and practices to ensure ordinance remains currently applicable

**5.2 Public Notification**

Year 4 and/or 5: Create tracking system in which submitted public information, both written and verbal, is recorded and given to inspector for possible follow-up. Update program as needed

**5.3 Public Inquiry Contact**

Year 4 and/or 5: Identify principal contact to handle public inquiries, comments or concerns regarding illicit discharges from post-construction controls at sites with new development or re-development to the Town's MS4 system. Set-up a reporting mechanism using principal contact's e-mail and town phone number publicized on the Town website.

**Measurable Goals for this MCM:** The purpose of the BMPs, in this Minimum Control Measure, is to create a program to address the development, implementation, and enforcement of a program to reduce pollutants in any storm water runoff to the town's small MS4 from new development or re-development activities, according to the requirements in MCM 5 of the TXR040000 general permit and shall be fully implemented during this permit term.

Year 4 and/or 5:

- Evaluate existing ordinances and current operations
- Develop a post-construction new development and re-development ordinance and enforcement program

- Create tracking system for information submitted by the public
- Identify principal contact to handle public inquiries and update as needed
- Approve ordinance and begin enforcement program
- Update public notification program as needed

Part 6 is implemented with the goal of preventing or reducing pollutant runoff from municipal operations through a training program for all municipal employees and contractors, a pesticide, herbicide, and fertilizer management program, and providing information about how waste is removed from the storm sewer system and properly disposed. The Town of Shady Shores does not own or operate any municipal operations or maintenance facilities nor conducts any industrial activity which requires TPDES permitting. All municipal operations and maintenance are carried out by independent contractors with facilities that are located outside the Town's jurisdictional limits and do not contribute discharges to the MS4 system.

## **PART 6. POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS**

### **6.1 Training Program**

Year 4 and/or 5: Develop a program that includes an employee/contractor component that are subject to the measures and BMPs and has the ultimate goal of preventing or reducing pollutant runoff from municipal operations. Document training. Evaluate and adjust program as needed.

### **6.2 Pesticides, Herbicide and Fertilizer Management**

Year 4 and/or 5: Identify areas maintained by the Town where pesticides, herbicides, and fertilizers are applied. Identify, purchase, and apply non-toxic, water quality friendly products and use appropriate procedures when applying these chemicals and materials. Create tracking system for the types and quantities of these items and the procedures used. Implement tracking system. Evaluate and adjust program as needed

### **6.3 Collection and Disposal of Stormwater Waste**

Year 4 and/or 5: Develop a program to inspect for, remove, and properly dispose of waste materials, including: dredge spoil; accumulated sediment; and floatable materials, that are removed from the MS4 when cleaning or conducting maintenance activities to the MS4 system or to any structural BMPs. Develop database of contractors who dispose of storm water waste; determine the cost; and identify proper procedures for handling and disposal. Incorporate into public works budget. Conduct waste removal and disposal activities as needed and update database annually

#### 6.4 Program to Reduce /Prevent Pollution from Municipal Operation Sites

Year 4 and/or 5: Develop a program to identify housekeeping measures to reduce or prevent pollution from municipal operation sites into storm water that discharges into the MS4. Identify all municipal operations that will need to perform housekeeping activities to prevent pollutants from those sites from entering storm water and that will subsequently be subject to preventing pollution from municipal sites. Develop a pollution prevention plan for each applicable municipal operation. Continue to update and maintain the plan as needed.

**Measurable Goals for this MCM:** The purpose of the BMPs, in this Minimum Control Measure, is to create a program that will be developed to address operations and maintenance facilities/sites, provide training to employees or contractors who are subject to housekeeping requirements at municipal facilities, and provide schedules and procedures for the maintenance of structural BMPs in the MS4, and proper removal and disposal procedures of waste materials that are removed from the MS4, according to the requirements in MCM 6 of the TXR040000 general permit and shall be fully implemented during this permit term.

Year 4 and/or 5:

- Develop a training program that includes an employee/contractor component
- Identify areas maintained by the Town where pesticides, herbicides, and fertilizers are applied
- Identify, purchase, and apply non-toxic, water quality friendly products and use appropriate procedures when applying these chemicals and materials
- Create tracking system for the types and quantities of pesticides, herbicides, and fertilizers and the application procedures used
- Develop a program to inspect for, remove, and properly dispose of waste materials removed from the MS4
- Develop database of contractors who dispose of storm water waste
- Determine the cost and identify proper procedures for handling and disposal of waste materials removed from the MS4
- Develop a program to identify housekeeping measures at municipal operation sites
- Identify all municipal operations that will need to perform housekeeping activities
- Evaluate and adjust the training program as needed
- Implement tracking system for the types and quantities of pesticides, herbicides, and fertilizers and the application procedures used. Evaluate and adjust program as needed
- Conduct waste removal and disposal activities as needed and update database annually
- Develop a pollution prevention plan for each applicable municipal operation
- Continue to update and maintain the plan as needed

APPENDIX A

Town of Shady Shores Map



APPENDIX B

Letter from Hidden Valley Airpark Association, Inc. regarding UST

