



Overview of the Application Process

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TCEQ Stormwater Team, Water Quality Division

Renewal Application and Deadline Requirements

- Currently in the 180-day renewal period for existing small MS4s to develop and update their SWMP and submit an NOI, or submit a waiver, to TCEQ to renew permit coverage.
- Timeframe allows applicants to:
 - Reorganize SWMPs to separate existing MCM 1 into MCMs 1 and 2 as defined in the general permit,
 - Update activities/BMPs and measurable goals, as appropriate for consistency with the Comprehensive General Permit, and
 - Prepare and submit an NOI or Waiver, as applicable, electronically in the NeT-MS4 system.

Newly Regulated small MS4s - Application and Deadline Requirements

- Newly regulated small MS4s once confirmed will be required to submit an application within the 180-day renewal period.
- Timeframe allows applicants to:
 - Develop a SWMP as defined in the general permit.
 - Include activities/BMPs and measurable goals, as appropriate for consistency with the Comprehensive General Permit, and
 - Prepare and submit an NOI or Waiver, as applicable, electronically in the NeT-MS4 system.

CDX and NeT-MS4: Setting up Your Account

- Create a CDX account
- Choose Role
- Add NeT-MS4 Program Service Area
- Request User Permission(s)

The screenshot displays the EPA CDX Central Data Exchange interface. At the top, the EPA logo and navigation links (Home, About, Recent Announcements, Terms and Conditions, FAQ, Help) are visible. The user is logged in as CASEY_TCEQ. The main content area is titled 'CDX Central Data Exchange' and includes tabs for MyCDX, Inbox, My Profile, Submission History, and Payment History. The 'Services' section features a table with columns for Status, Program Service Name, and Role. The 'Role' column has a dropdown menu with 'Signatory' selected, highlighted by a red circle and a red arrow. The 'Program Service Name' column has a red box around the text 'NETMS4: NeT - NPDES Municipal Separate Storm Sewer System'. To the right of the table are sections for 'CDX Service Availability' and 'News and Updates'. At the bottom, there are buttons for 'Add Program Service' and 'Manage Your Program Services'.

Inside CDX: Account Roles

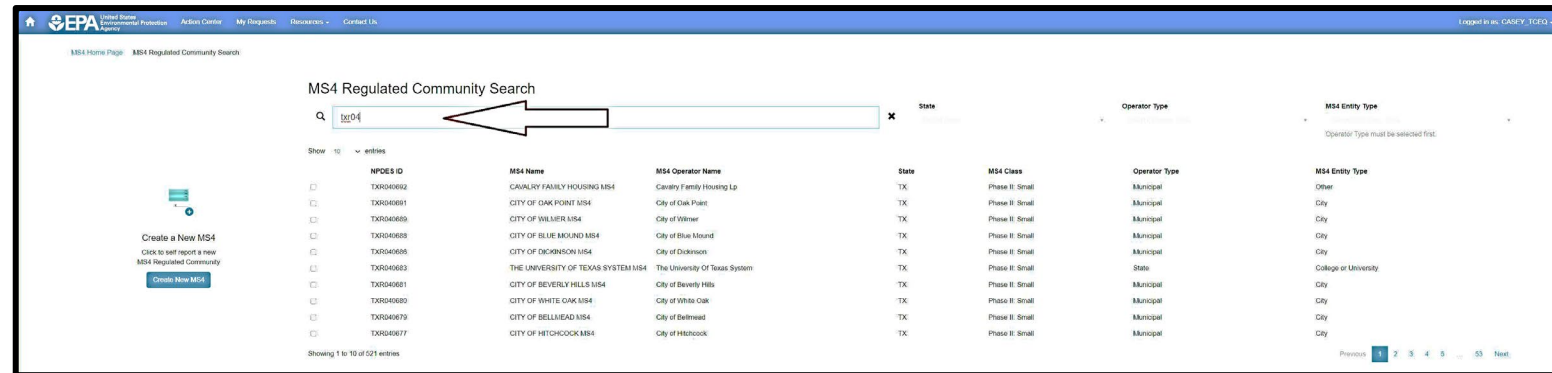
- **CDX Roles:**
 - Signatory vs. Preparer
 - User with ***Signatory*** role
 - Can request ***View, Edit, Sign,*** and/or ***Manage*** permissions.
 - User with ***Preparer*** role
 - Can only request ***View*** and/or ***Edit*** permissions.

Inside NeT-MS4: User Permissions

- **NeT-MS4 User Permissions:**
 - User with ***Signatory*** role
 - Can request ***View, Edit, Sign, and/or Manage*** permissions.
 - To request ***Sign*** permission, User must meet the signatory requirements under **30 TAC 305.44(a)**
 - *For a municipality, state, federal, or other public agency, the application shall be signed by either a principal executive officer or a ranking elected official...*
 - Example titles that do not meet this requirement:
 - *Environmental Consultant, Environmental Engineer, Public Works Director, Stormwater Inspector, City Secretary, etc.*

Inside NeT-MS4: Requesting Permission

1. Click “*Find MS4 Regulated Community*” on Home Page
2. Search for MS4 by existing TXR04# or MS4 name
3. Search for MS4 you need permission(s) for



Inside NeT-MS4: Requesting Permission (*cont.*)

4. Select MS4 you need to request permission(s)

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MS4 Home Page MS4 Regulated Community Search

MS4 Regulated Community Search

Q tr04

Show 10 entries

Create a New MS4
Click to self report a new MS4 Regulated Community
Create New MS4

NPDES ID	MS4 Name	MS4 Operator Name	State	MS4 Class	Operator Type	MS4 Entity Type
<input checked="" type="checkbox"/> TXR040692	CAVALRY FAMILY HOUSING MS4	Cavalry Family Housing Lp	TX	Phase II: Small	Municipal	Other
<input type="checkbox"/> TXR040691	CITY OF OAK POINT MS4	City of Oak Point	TX	Phase II: Small	Municipal	City
<input type="checkbox"/> TXR040689	CITY OF WILMER MS4	City of Wilmer	TX	Phase II: Small	Municipal	City
<input type="checkbox"/> TXR040688	CITY OF BLUE MOUND MS4	City of Blue Mound	TX	Phase II: Small	Municipal	City
<input type="checkbox"/> TXR040686	CITY OF DICKINSON MS4	City of Dickinson	TX	Phase II: Small	Municipal	City
<input type="checkbox"/> TXR040683	THE UNIVERSITY OF TEXAS SYSTEM MS4	The University Of Texas System	TX	Phase II: Small	State	College or University
<input type="checkbox"/> TXR040681	CITY OF BEVERLY HILLS MS4	City of Beverly Hills	TX	Phase II: Small	Municipal	City
<input checked="" type="checkbox"/> TXR040680	CITY OF WHITE OAK MS4	City of White Oak	TX	Phase II: Small	Municipal	City
<input type="checkbox"/> TXR040679	CITY OF BELLMEAD MS4	City of Bellmead	TX	Phase II: Small	Municipal	City
<input type="checkbox"/> TXR040677	CITY OF HITCHCOCK MS4	City of Hitchcock	TX	Phase II: Small	Municipal	City

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Request Permissions

Inside NeT-MS4: Account Permissions

5. Select the needed permission(s)
6. Click *Submit* for approval

NOTE:

If you have a **Preparer** role in CDX for the NeT-MS4 Program, the **Sign** and **Manage** options will be greyed out and you will not be able to select these permissions.

Request MS4 Permissions for CASEY_TCEQ

Select one or more permissions to the MS4s in the list below. Click Submit to request the selected permissions ⓘ.

NPDES ID	MS4 Name	View	Edit	Sign	Manage	Has Manager?
TXR040680	CITY OF WHITE OAK MS4	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No ⓘ
TXR040692	CAVALRY FAMILY HOUSING MS4	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No ⓘ

Cancel Submit

Inside NeT-MS4: Manage Coverage Requests

7. Once *View/Edit* permission(s) have been approved, to go to NOI or Waiver form, on Home Page, select *Manage Coverage Requests* under action drop down.

Note:
Only Users with the *Signatory* role will be able to view the *Action Center*

United States Environmental Protection Agency

Action Center

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NeT NPDES Municipal Separate Stormwater Sewer System (MS4)

State Regulatory Authority - Create New

Add MS4 Regulated Community

MS4 Regulated Communities for Texas

Filter MS4s

Show 10 entries

Excel Export

JSON Export

Export Batch Template

Batch Upload

ICIS Download

Column Visibility


Actions	MS4 Name	MS4 Operator Name	NPDES ID	MS4 Identifier	Coverage Status	Coverage Type	MS4 Class	Effective Date	Expiration Date	Last Modified Date
<div>Actions</div> <div>Edit MS4 Entity</div> <div>View MS4 Entity</div> <div>Manage Coverage Requests</div> <div>Manage Annual Reports</div> <div>Manage User Permissions</div> <div>Delete MS4 Entity</div>	MONTGOMERY COUNTY MUD 127 MS4	MONTGOMERY COUNTY MUD 127		MS4-TX-SM-MU-2018-0571	Inactive	General Permit	Phase II: Small	-	08/14/2029	08/19/2024 9:16 AM
	ILLE MS4	TOWN OF BARTONVILLE		MS4-TX-SM-MU-2014-0570	Inactive	General Permit	Phase II: Small	-	08/14/2029	08/19/2024 9:16 AM
	Y MUD 190 MS4	FORT BEND COUNTY MUD 190		MS4-TX-SM-MU-2019-0569	Inactive	General Permit	Phase II: Small	-	08/14/2029	08/19/2024 9:16 AM
	: MS4	VICTORIA COLLEGE		MS4-TX-SM-ST-2014-0568	Inactive	General Permit	Phase II: Small	-	08/14/2029	08/19/2024 9:16 AM
Actions	NORTH TEXAS HEALTHCARE SYSTEM MS4	NORTH TEXAS HEALTHCARE SYSTEM		MS4-TX-SM-ST-2008-0567	Inactive	General Permit	Phase II: Small	-	08/14/2029	08/19/2024 9:16 AM
Actions	WOODRIDGE MUD MS4	WOODRIDGE MUD		MS4-TX-SM-MU-2009-0566	Inactive	General Permit	Phase II: Small	-	08/14/2029	08/19/2024 9:16 AM
Actions	UNIVERSITY OF TEXAS RIO GRAND VALLEY BROWNSVILLE CAMPUS MS4	THE UNIVERSITY OF TEXAS RIO GRANDE VALLEY	TXR040638	MS4-TX-SM-ST-2018-0565	Admin. Continued	General Permit	Phase II: Small	01/24/2024	01/23/2024	08/19/2024 9:16 AM
Actions	CITY OF LACY LAKEVIEW MS4	CITY OF LACY LAKEVIEW	TXR040613	MS4-TX-SM-MU-2016-0564	Admin. Continued	General Permit	Phase II: Small	01/24/2024	01/23/2024	08/19/2024 9:16 AM
Actions	CITY OF SOCORRO MS4	CITY OF SOCORRO	TXR040597	MS4-TX-SM-MU-2015-0563	Admin. Continued	General Permit	Phase II: Small	01/24/2024	01/23/2024	08/19/2024 9:16 AM
Actions	TOWN OF EDGECLIFF VILLAGE MS4	TOWN OF EDGECLIFF VILLAGE	TXR040595	MS4-TX-SM-MU-2015-0562	Admin. Continued	General Permit	Phase II: Small	01/24/2024	01/23/2024	08/19/2024 9:16 AM


TEXAS COMMISSION ON ENVIRONMENTAL QUALITY


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Inside NeT-MS4: Edit Actions

8. Go to action drop down and select *Edit* for new or renewal form (submission type) to access the NOI or Waiver form.

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Logged in as: CASEY_TCEQ 


 **NeT** NPDES Municipal Separate Stormwater Sewer System (MS4)
NPDES Reporting Tool

State Regulatory Authority - Create New





Add MS4 Regulated Community


MS4 Regulated Communities for Texas














Filter MS4s 

Show 10  entries

[Excel Export](#) [JSON Export](#) [Export Batch Template](#) [Batch Upload](#) [ICIS Download](#) [Column Visibility](#)

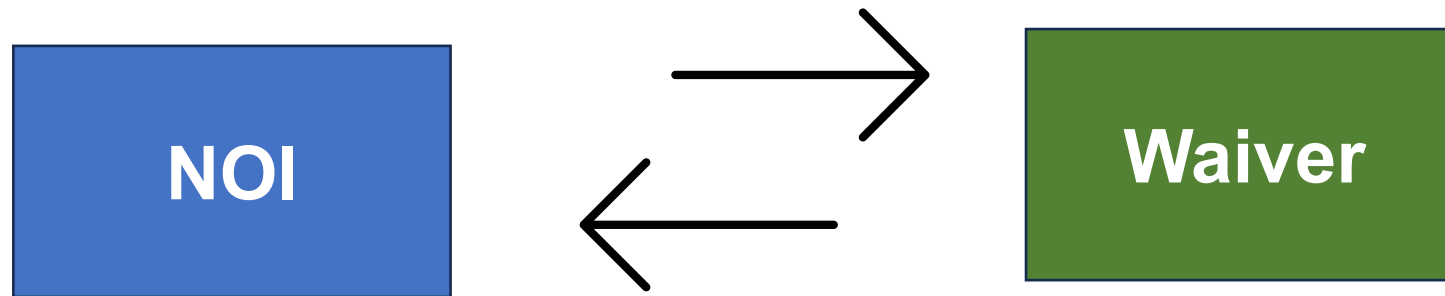
Actions	MS4 Name	MS4 Operator Name	NPDES ID	MS4 Identifier	Coverage Status 	Coverage Type 	MS4 Class	Effective Date 	Expiration Date 	Last Modified Date 
 Actions	MONTGOMERY COUNTY MUD 127 MS4	MONTGOMERY COUNTY MUD 127		MS4-TX-SM-MU-2018-0571	Inactive	General Permit	Phase II: Small	-	08/14/2029	08/19/2024 9:16 AM
MS4 Entity Details Coverage Requests Annual Reports										



Actions	MS4 Name	MS4 Operator Name	MGP Number	NPDES ID	Submission Status 	Submission Type 	Coverage Status 	Coverage Type 	Certified / Submitted Date 	Effective Date 	Expiration Date 	Last Modified Date 
 Actions	MONTGOMERY COUNTY MUD 127 MS4	MONTGOMERY COUNTY MUD 127	TXR040000	-	Draft	New	Inactive	General Permit	-	-	08/14/2029	08/19/2024 9:16 AM
View Form Add Comment Edit												
 Actions	TOWN OF BARTONVILLE MS4	TOWN OF BARTONVILLE					Inactive	General Permit	Phase II: Small	-	08/14/2029	08/19/2024 9:16 AM
 Actions	FORT BEND COUNTY MUD 190 MS4	FORT BEND COUNTY MUD 190					Inactive	General Permit	Phase II: Small	-	08/14/2029	08/19/2024 9:16 AM
 Actions	VICTORIA COLLEGE MS4	VICTORIA COLLEGE					Inactive	General Permit	Phase II: Small	-	08/14/2029	08/19/2024 9:16 AM
 Actions	NORTH TEXAS HEALTHCARE SYSTEM MS4	NORTH TEXAS HEALTHCARE SYSTEM					Inactive	General Permit	Phase II: Small	-	08/14/2029	08/19/2024 9:16 AM

Inside NeT-MS4:

- Existing MS4s will already have data pre-populated into the NeT-MS4 system
 - Loaded as an NOI or Waiver application, as applicable.
- However, permittees may request change to application type, if applicable based on eligibility criteria
 - Contact TCEQ Stormwater Team at SWGPA@tceq.texas.gov



New MS4 Request:

- For newly identified Phase II Small MS4s will choose to *Add MS4 Regulated Community*.
- Fill out the required field and submit for TCEQ review.

NPDES Municipal Separate Stormwater Sewer System (MS4)

State Regulatory Authority - Create New

Add MS4 Regulated Community

MS4 Regulated Communities for Texas

Filter MS4s ▼

Show 10 ▾ entries

Actions	MS4 Name	MS4 Operator Name	NPDES ID	MS4 Identifier	Coverage Status	Coverage Type	MS4 Class	Effective Date	Expiration Date	Last Modified Date
Actions	MONTGOMERY COUNTY MUD 127 MS4	MONTGOMERY COUNTY MUD 127		MS4-TX-SM-MU-2018-0571	Inactive	General Permit	Phase II: Small	-	08/14/2029	08/19/2024 9:18 AM
Actions	TOWN OF BARTONVILLE MS4	TOWN OF BARTONVILLE		MS4-TX-SM-MU-2014-0570	Inactive	General Permit	Phase II: Small	-	08/14/2029	08/19/2024 9:16 AM
Actions	FORT BEND COUNTY MUD 180 MS4	FORT BEND COUNTY MUD 180		MS4-TX-SM-MU-2019-0569	Inactive	General Permit	Phase II: Small	-	08/14/2029	08/19/2024 9:16 AM
Actions	VICTORIA COLLEGE MS4	VICTORIA COLLEGE		MS4-TX-SM-ST-2014-0568	Inactive	General Permit	Phase II: Small	-	08/14/2029	08/19/2024 9:16 AM
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NeT MS4 Regulated Community Form

*** required**

EPA may make all the information submitted through this form (including all attachments) available to the public without further notice to you. Do not use this online form to submit personal information (e.g., non-business cell phone number or non-business email address), confidential business information (CBI), or if you intend to assert a CBI claim on any of the information. Pursuant to 40 CFR 2.203(a), EPA is providing you with notice that all CBI claims must be asserted at the time of submission. EPA cannot accommodate a late CBI claim to cover previously submitted information because efforts to protect the information is not administratively practicable since it may already be disclosed to the public. Although we do not force a need for persons to assert a claim of CBI based on the types of information requested in this form, if persons wish to assert a CBI claim we direct submitters to contact the NPDES eReporting Help Desk ([NPDESeReporting@epa.gov](#)) for further guidance.

Furthermore, CWA section 308(b) and 40 CFR 122.7 require EPA to make effluent data available to the public. EPA's CWA CBI regulation defines "effluent data" as, "A general description of the location and/or nature of the source to the extent necessary to identify the source and to distinguish it from other sources..." See 40 CFR 2.302(a)(2)(C). Thus, effluent data will not be protected as CBI and will be made publicly available.

This MS4 has not been approved. This form must be approved in order to generate a coverage form.

MS4 Entity Information

Enter the NPDES ID and click Retrieve from ICIS to add your MS4 information from ICIS to NeT MS4:

 Retrieve from ICIS

MS4 Identifier: * AUTO-GENERATED City: * Latitude: <input type="text"/> ° N <input type="text"/> ° W	MS4 Name: * County: <input type="text"/> Longitude: <input type="text"/> ° E <input type="text"/> ° W	MS4 Operator: * MS4 State/Territory: * Texas
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Description of Location:

MS4 Class: * <input type="text"/>	Operator Type: * <input type="text"/>	MS4 Entity Type: * <input type="text"/>
Designation Date: * <input type="text"/>	Designation Type: * <input type="text"/>	Population: <input type="text"/> Source: <input type="text"/>

[Next Section](#)

- Coverage Information
- Annual Report Configuration
- Approval Information

Application Process for NOI

- **Develop Stormwater Management Program (SWMP)**
- **Fill out NOI**
 - MS4 Entity Information
 - Application Fee
 - MS4 Contact Information
 - Core Data Form
 - Regulated Entity Information
 - Standing with TCEQ
 - Waterbodies Information
 - SWMP
 - MCMs 1-6
 - MCMs 7-8 (as applicable)
 - Notes and Additional Information
- **Pay \$400 Application Fee**
- **Sign and Submit (Certification)**



Application Process for Waiver

- **Fill out Waiver**
 - MS4 Entity Information
 - MS4 Contact Information
 - Core Data Form
 - Regulated Entity Information
 - Standing with TCEQ
 - Waiver Eligibility
 - Notes and Additional Information
- **Sign and Submit (Certification)**
- **No Application Fee**



Application Process- TCEQ Review

- TCEQ will conduct an administrative review of applications for deficiencies and items requiring attention.
- The following items will be reviewed:
 - Compliance History
 - Delinquent or Outstanding Fees
 - Core Data Form (CDF)
 - Application Fee for NOIs
 - Signatory Certification

Application Process- TCEQ Approvals

Approval

- You will receive confirmation from the NeT-MS4 system that your application has been approved.
- The letter and certificate will be sent automatically as an email from the NeT-MS4 system.
- Certification notification will be sent to all Users of the MS4.



Note: *Changes to information in the NOI or Waiver can be made by submitting a **Notice of Change (NOC)** through the NeT-MS4 system.*

Application Process- TCEQ Denials

Denial (Notice of Deficiency)

- If you receive notification from the NeT-MS4 system that your application was denied, you will need to address TCEQ's comments and resubmit your application.
- Will appear as new NOI submittal in NeT-MS4.
- For example, your application was deficient in information on the CDF.

Denial

- Incorrect application type
- Unsatisfactory Compliance History Rating
- Outstanding fees/unpaid delinquent fees
- For example, if waiver eligibility is not met for population criteria or MS4 discharges to water body with an approved TMDL with stormwater controls.





Questions?