



# Texas Commission on Environmental Quality Notification of Political Subdivision Approval of Distribution Change Form

## Who Should Use This Form

Public water systems (PWS) should use this form to provide notification to TCEQ of political subdivision approval of a distribution change that does not impact capacity compliance [per 290.39(j)(3)(A) and applicable Memorandum of Agreement] that is required by state statute or local ordinance.

If your submittal is for an interconnect or water system improvement that does not meet the criteria above, use the Public Water System Distribution Plan Review Form TCEQ-21038 or Public Water System Distribution Non-Significant Change Notification Form TCEQ-21037.

All pages of this form must be submitted electronically via email to [PTRS@tceq.texas.gov](mailto:PTRS@tceq.texas.gov).

### Notification Information

Information from this section will fill out Exhibit A on the following page.

Political Subdivision Name: \_\_\_\_\_

PWS Name: \_\_\_\_\_ PWS ID: \_\_\_\_\_

Submitter Name: \_\_\_\_\_ Submitter Email: \_\_\_\_\_

Project Description: \_\_\_\_\_

Provide project details, such as the length and type of pipe approved:

### Submittal Requirements

- 1) The project plan cover sheet must be signed by the qualified political subdivision review program, and if applicable bear the program's approval stamp.
- 2) Exhibit A on the following page must be signed by the PWS or representative of the PWS.
- 3) Attach the Project Plan Cover Sheet signed by the political subdivision.

Please note that distribution system improvements approved by the entities under 290.39(j)(3)(A), other than interconnects, do not require further approval from TCEQ prior to construction or use.

### TCEQ Use Only

#### Acknowledgement of Distribution System Improvements Notification

TCEQ acknowledges receipt of your notification of proposed changes to the above-mentioned public water system. Based on the information contained in your submittal, this project has been reviewed and approved by a qualified political subdivision. As per the most recently approved Memorandum of Agreement between TCEQ and the entity, the submission of plans and specifications to the TCEQ for approval is not required for this project.

Accepted by: \_\_\_\_\_ Accepted date: \_\_\_\_\_

**EXHIBIT A**

Texas Commission on Environmental Quality  
Water Supply Division  
MC -159  
P.O. Box 13087  
Austin, Texas 78711-3087

References: \_\_\_\_\_Approved  
Water Improvements for \_\_\_\_\_  
Public Water System Identification No. \_\_\_\_\_

Dear Sir/Madam:

This letter serves as notification to the Executive Director of proposed public drinking water system improvements in accordance with 30 Texas Administrative Code (TAC) Section 290.39(j)(3)(B).

The proposed water distribution system improvements are as follows:

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The project is designed in substantial conformance with the requirements of the TCEQ Rules for Public Drinking Water, 30 TAC Chapter 290. Construction plans have been reviewed and approved by the referenced political subdivision, as evidenced by the attached signature(s) on the project plan cover sheet. The referenced political subdivision requires planning materials to be submitted in accordance with local ordinances and/or codes.

In accordance with the terms of the Memorandum of Agreement between TCEQ and the political subdivision, we understand additional plan review by the TCEQ will not be required.

Please do not hesitate to contact us should you have any questions or require further information.

Sincerely,

Enclosure: Signed Project Plan Cover Sheet