



**2017-2022**

# **Storm Water Management Plan**

Prepared for

City of Canton Public Works

151 Elizabeth Street

Canton, GA 30114

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# **Existing Phase II MS4**

## **Storm Water Management Program City of Canton, GA**

**June 4, 2018**

**STATE OF GEORGIA DEPARTMENT OF NATURAL RESOURCES  
ENVIRONMENTAL PROTECTION DIVISION**

**Storm Water Management Program (SWMP)**  
General NPDES Permit No. GAG610000 for  
Small Municipal Separate Storm Sewer Systems (MS4)

**1. General Information**

- A. Name of small MS4: City of Canton, Georgia
- B. Name of responsible official: William Peppers  
Title: City Manager  
Mailing Address: 151 Elizabeth Street  
City: Canton State: GA Zip Code: 30114  
Telephone Number: 770-704-1500
- C. Designated stormwater management program contact:  
Name: Scott Hooper  
Title: Public Works Director  
Mailing Address: 151 Elizabeth Street  
City: Canton State: GA Zip Code: 30114  
Telephone Number: 770-720-7674  
Email Address: Scott.Hooper@canton-georgia.com

**2. Sharing Responsibility**

- A. Has another entity agreed to implement a control measure on your behalf?  
Yes  No  (If no, skip to Part 3)

Control Measure or BMP:

1. Name of entity: N/A
  2. Control measure or component of control measure to be implemented by entity on your behalf: N/A
- B. Attach an additional page if necessary to list additional shared responsibilities. **It is mandatory that you submit a copy of a written agreement between your MS4 and the other entity demonstrating written acceptance of responsibility.**

**3. Minimum Control Measures and Appendices**

- A. Public Education and Outreach
- B. Public Involvement/Participation

- C. Illicit Discharge Detection and Elimination
- D. Construction Site Stormwater Runoff Control
- E. Post-Construction Stormwater Management in New Development and Redevelopment
- F. Pollution Prevention/Good Housekeeping
- G. Appendix – Enforcement Response Plan
- H. Appendix – Impaired Waters

**4. Certification Statement**

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 gathered and evaluated the information submitted. Based upon my inquiry of the person or persons who manage the system, or those persons directly responsible for 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.

Printed Name: William Peppers Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Title: City Manager



# Storm Water Management Program

## Public Education and Outreach on Storm Water Impacts

40 CFR Part 122.34(b)(1) Requirement: The permittee must implement a public education program to distribute educational materials to the community and/or conduct equivalent outreach activities about the impacts of storm water discharges on water bodies and the steps that the public can take to reduce pollutants in storm water runoff.

### **A. Best Management Practice (BMP) #1**

1. Target audience: General Public
2. Description of BMP: Library of Educational Materials – Distribute pamphlets and fliers on stormwater pollution at publicly-owned facilities to make them readily visible/accessible to the public.
3. Measurable goal(s): 100 pamphlets will be distributed in public areas and/or publicly-owned facilities annually.
4. Schedule:
  - a. Interim milestone dates (if applicable): N/A
  - b. Implementation date (if applicable): 2017
  - c. Frequency of actions (if applicable): Annually
  - d. Month/Year of each action (if applicable): By December
5. Person (position) responsible for overall management and implementation of the BMP: Public Works Director
6. Rationale for choosing BMP and setting measurable goal(s): This BMP addresses stormwater runoff and pollution control issues within the City and raises the public's awareness of these issues.
7. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: The distribution of pamphlets reflects increased community awareness.

**B. BMP #2**

1. Target audience: General Public
2. Description of BMP: City Website – The City will maintain the Stormwater Management webpage on the City’s website and track the number of visitors to the page.
3. Measurable goal(s): The number of visitors to the Stormwater Management page on the City’s website will be tracked and provided in each annual report.
4. Schedule:
  - a. Interim milestone dates (if applicable): N/A
  - b. Implementation date (if applicable): 2017
  - c. Frequency of actions (if applicable): Annually
  - d. Month/Year of each action (if applicable): By December
5. Person (position) responsible for overall management and implementation of the BMP: IT Department
6. Rationale for choosing BMP and setting measurable goal(s): Over time, the volume of traffic on the City’s Stormwater Management webpage allows the City to see any fluctuations in public interest. This can reflect how knowledgeable residents are regarding the operation and regulation of the MS4.
7. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: Traffic on the City’s Stormwater Management webpage demonstrates public interest in stormwater topics.

**C. BMP #3**

1. Target audience: General Public
2. Description of BMP: Social Media Campaign
3. Measurable goal(s): At least one stormwater-related post will be shared over one or several of the City's social media groups annually.
4. Schedule:
  - a. Interim milestone dates (if applicable): N/A
  - b. Implementation date (if applicable): 2017
  - c. Frequency of actions (if applicable): Annually
  - d. Month/Year of each action (if applicable): By December
5. Person (position) responsible for overall management and implementation of the BMP: Public Works Director
6. Rationale for choosing BMP and setting measurable goal(s): Providing information about local stormwater issues through social media is an effective and efficient way to reach a wide audience. This kind of communication strengthens the City's relationship with the public.
7. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: The City's efforts to make information on stormwater accessible to its citizens will reflect the effectiveness of the BMP.

**D. BMP #4**

1. Target audience: General Public
2. Description of BMP: Newsletter
3. Measurable goal(s): At least one stormwater-related article will be included in a City newsletter annually.
4. Schedule:
  - a. Interim milestone dates (if applicable): N/A
  - b. Implementation date (if applicable): 2017
  - c. Frequency of actions (if applicable): Annually
  - d. Month/Year of each action (if applicable): By December
5. Person (position) responsible for overall management and implementation of the BMP: Public Works Director
6. Rationale for choosing BMP and setting measurable goal(s): The publication of information regarding local stormwater issues in a City newsletter is an effective way to update citizens who are interested in community matters. This kind of communication strengthens the City's relationship with the public and is able to offer thorough information.
7. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: The City's efforts to deliver stormwater-related information to its citizens will reflect the effectiveness of the BMP.

## **Public Involvement/Participation**

40 CFR Part 122.34(b)(2) Requirement: The permittee must, at a minimum, comply with State and local public notice requirements when implementing a public involvement/participation program.

### **A. Best Management Practice (BMP) #1**

1. Target audience/stakeholder group: General Public
2. Description of BMP: Dumpster Days – Trash and recycling events are hosted by the City for its residents.
3. Measurable goal(s): The City will host at least one Dumpster Days event for its residents each year.
4. Schedule:
  - a. Interim milestone dates (if applicable): N/A
  - b. Implementation date (if applicable): 2017
  - c. Frequency of actions (if applicable): Annually
  - d. Month/Year of each action (if applicable): By December
5. Person (position) responsible for overall management and implementation of the BMP: Public Works Director
6. Rationale for choosing BMP and setting measurable goal(s): This BMP addresses the need to provide public access to disposal methods for items that may be detrimental to the environment if disposed of improperly.
7. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: The hosting of this type of event and the participation of citizens in the event will reflect the effectiveness of the BMP.

**B. BMP #2**

1. Target audience/stakeholder group: General Public
2. Description of BMP: Stormwater Advisory Board
3. Measurable goal(s): The Stormwater Advisory Board will meet at least once a year. Minutes from the meeting will be provided in each annual report.
4. Schedule:
  - a. Interim milestone dates (if applicable): N/A
  - b. Implementation date (if applicable): 2017
  - c. Frequency of actions (if applicable): Annually
  - d. Month/Year of each action (if applicable): By December
5. Person (position) responsible for overall management and implementation of the BMP: Public Works Director
6. Rationale for choosing BMP and setting measurable goal(s): Appointment of concerned citizens to the Board ensures direct community involvement and engagement in the City's stormwater management plan and activities.
7. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: Conducting at least one meeting annually with the Stormwater Advisory Board will demonstrate the effectiveness of this BMP.

3. **BMP #3**

1. Target audience: General Public
2. Description of BMP: Stream Clean-up
3. Measurable goal(s): One stream clean-up event will be held each year.
4. Schedule:
  - a. Interim milestone dates (if applicable): N/A
  - b. Implementation date (if applicable): 2017
  - c. Frequency of actions (if applicable): Annually
  - d. Month/Year of each action (if applicable): By December
5. Person (position) responsible for overall management and implementation of the BMP: Public Works Director
6. Rationale for choosing BMP and setting measurable goal(s): Provides public education in stream health and involvement in stream clean-up. Provides trash removal from community streams.
7. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: Public participation in this activity will demonstrate the effectiveness of this BMP.

4. **BMP #4**

1. Target audience: General Public
2. Description of BMP: Pet Waste Stations – Place pet waste stations in public parks to encourage proper disposal of domestic animal waste.
3. Measurable goal(s): Place pet waste stations in public areas where domestic animals are commonly brought by owners. Invoices for refill waste bags will be provided in each annual report.
4. Schedule:
  - a. Interim milestone dates (if applicable): N/A
  - b. Implementation date (if applicable): 2017
  - c. Frequency of actions (if applicable): Ongoing
  - d. Month/Year of each action (if applicable): N/A
5. Person (position) responsible for overall management and implementation of the BMP: Sanitation Department
6. Rationale for choosing BMP and setting measurable goal(s): Pet waste stations encourage proper disposal of pet waste while also letting the public know what is expected to be done with their pet's waste. Pet waste can be a prominent contributor to runoff pollution, especially in residential/suburban areas. Promoting proper disposal will help to benefit stream health and remind the public that their actions effect the environment.
7. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: The availability of bags at pet waste stations in public areas commonly frequented by domestic animals and their owners will reflect the effectiveness of the BMP.



## Illicit Discharge Detection and Elimination

40 CFR Part 122.34(b)(3) Requirement: The permittee must develop, implement and enforce a program to detect and eliminate illicit discharges into your small MS4. You must:

- A) Develop, if not already completed, a storm sewer system map, showing the location of all outfalls and the names and location of all waters of the State that receive discharges from those outfalls;
- B) Effectively prohibit, through ordinance, or other regulatory mechanism, non-storm water discharges into your storm sewer system and implement appropriate enforcement procedures and actions;
- C) Develop and implement a plan to detect and address non-storm water discharges, including illegal dumping, to your system; and
- D) Inform public employees, businesses, and the general public of hazards associated with illegal discharges and improper disposal of waste.

### **A. Ordinance/Regulatory Mechanism Evaluation**

1. Does the MS4 have an ordinance or regulatory mechanism that effectively prohibits illicit discharges? Yes  No

If yes, date of adoption: August 21, 2014  
Submit a copy as an addendum to this form.

If no, see item #2.

2. If an evaluation of the ordinance/regulatory mechanism indicates that the ordinance/regulatory mechanism will require revision, then a copy of the adopted ordinance must be submitted with that year's annual report.

Ordinance adoption date: N/A  
Date for submittal to EPD: N/A

### **B. Storm Sewer Map**

1. Does the MS4 have a completed inventory and storm sewer map showing the location of all outfalls and the names and location of all waters of the State that receive discharges from those outfalls? Yes  No

If yes, submit the inventory and storm sewer system map as an addendum to this form.

If no, see item #2.

2. If the inventory and storm sewer system map must be developed, provide a schedule for completion. Final completion date/date for submittal to EPD must not exceed February 15, 2014. N/A

**C. BMP #1**

1. Description of BMP: Legal Authority – Code of Ordinances 109.04.09 – Illicit Discharge and Illegal Connection.
2. Measurable goal(s): Review ordinance changes recommended by the MNGWPD and revise the current ordinance as applicable. If revisions are made, a copy of the updated ordinance will be included in that year’s annual report.
3. Schedule:
  - a. Interim milestone dates (if applicable): N/A
  - b. Implementation date (if applicable): N/A
  - c. Frequency of actions (if applicable): Annually as needed
  - d. Month/Year of each action (if applicable): N/A
4. Person (position) responsible for overall management and implementation of the BMP: Community Development Director
5. Rationale for choosing BMP and setting measurable goal(s): The BMP will provide the City the means to investigate and take steps to eliminate illicit discharges and illegal connections within the City.
6. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: Effectiveness will be based on the City’s ability to remove an illegal connection or illicit discharge from the MS4. Finding no illegal connections or illicit discharges will also reflect the overall effectiveness of the BMP and program

**D. BMP #2**

1. Description of BMP: Outfall Map and Inventory – Maintain the City’s Outfall Map and Inventory showing the location of all known outfalls and the names and locations of all waters of the State.
2. Measurable goal(s): Update the Map each year with any added, removed or revised outfall locations. The number of added or removed outfalls will be reported annually along with the total.
3. Schedule:
  - a. Interim milestone dates (if applicable): N/A
  - b. Implementation date (if applicable): 2017
  - c. Frequency of actions (if applicable): Annually
  - d. Month/Year of each action (if applicable): By December
4. Person (position) responsible for overall management and implementation of the BMP: Public Works Director
5. Rationale for choosing BMP and setting measurable goal(s): The Outfall Map and Inventory will allow the City to better determine potential pollution sources/areas. The number of added or removed outfalls will be reported annually along with the total.
6. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: If the mapped location of the outfall helps find the effluent from or identify the source of an illicit discharge or illegal connection, then these will be a measure of the BMP’s effectiveness. Absence of illegal connections or illicit discharges will also reflect the overall effectiveness of the BMP and program.

**E. BMP #3**

1. Description of BMP: IDDE Plan – Implement the City’s plan for dry weather screening of outfalls, investigation of suspected illicit discharges and elimination of identified illicit discharges.
2. Measurable goal(s): Perform dry weather screening of all outfalls within the scheduled geographical area each year.
3. Schedule:
  - a. Interim milestone dates (if applicable): N/A
  - b. Implementation date (if applicable): N/A
  - c. Frequency of actions (if applicable): Annually
  - d. Month/Year of each action (if applicable): By December
4. Person (position) responsible for overall management and implementation of the BMP: Public Works Director
5. Rationale for choosing BMP and setting measurable goal(s): Dry weather screenings are useful in identifying illicit discharges. The annual screening schedule will allow for all outfalls to be inspected over the 5-year permit cycle.
6. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: Detection and removal of illegal connections and illicit discharges discovered in the screening process will reflect the effectiveness of the BMP. Finding no illicit discharges will also reflect the effectiveness of the BMP and program.

**F. BMP #4**

1. Description of BMP: Education – Distribute informational material on illegal discharge affects and prevention. The purpose of this BMP is to inform the public, employees and businesses of the hazards associated with illegal discharges and how to prevent them in the household and/or workplace. Because this BMP is closely related to the Public Education BMP #1, the City will ensure that pamphlets related to illicit discharge topics are included in the education package to be distributed in public locations.
2. Measurable goal(s): 50 pamphlets or fact sheets related to IDDE will be distributed in strategic, public locations annually.
3. Schedule:
  - a. Interim milestone dates (if applicable): N/A
  - b. Implementation date (if applicable): 2017
  - c. Frequency of actions (if applicable): Annually
  - d. Month/Year of each action (if applicable): By December
4. Person (position) responsible for overall management and implementation of the BMP: Public Works Director
5. Rationale for choosing BMP and setting measurable goal(s): Distributing educational materials related to the negative impact illicit discharges have on stream health increases public awareness and also serves to educate target groups within the community about how they can prevent this type of pollution.
6. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: Distribution of educational material will reflect public awareness of the problem.

**G. BMP #5**

1. Description of BMP: Complaint Response – Implement the EPD approved procedures for receiving, investigating and tracking illicit discharge complaints.
2. Measurable goal(s): Implement the complaint response procedures. Record the complaints received and investigated annually.
3. Schedule:
  - a. Interim milestone dates (if applicable): N/A
  - b. Implementation date (if applicable): N/A
  - c. Frequency of actions (if applicable): Annually
  - d. Month/Year of each action (if applicable): By December
4. Person (position) responsible for overall management and implementation of the BMP: Community Development Director
5. Rationale for choosing BMP and setting measurable goal(s): Enlisting the public in identifying illicit discharges and illegal connections along with tracking these complaints helps to remove verified illicit discharges from the MS4.
6. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: The effectiveness of the BMP will be reflected through the verification of illegal connections and/or illicit discharges from the complaints received.

## **Construction Site Storm Water Runoff Control**

40 CFR Part 122.34(b)(4) Requirement: The permittee must 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. Storm water discharges from construction activity disturbing less than one acre must be included in the permittee's program if that construction activity is part of a larger common plan of development or sale that would disturb one acre or more. The program must include:

- A) An ordinance or other regulatory mechanism to require erosion and sediment controls, as well as sanctions to ensure compliance;
- B) Requirements for construction site operators to implement appropriate erosion and sediment control best management practices;
- C) Requirements for construction site operators to control waste such as discarded building materials, concrete truck washout, chemicals, litter, and sanitary waste at the construction site that may cause adverse impacts to water quality;
- D) Procedures for site plan review which incorporate consideration of potential water quality impacts;
- E) Procedures for receipt and consideration of information submitted by the public; and
- F) Procedures for site inspection and enforcement of control measures.

### **A. Ordinance Evaluation**

1. Does the MS4 have an ordinance which is adequate to require erosion and sediment controls at construction sites? Yes  No

If yes, date of adoption:

Submit a copy as an addendum to this form.

If no, see item #4.

2. Does the ordinance include sanctions for failure to comply with erosion and sediment control requirements? Yes  No

If no, see item #4.

3. Does the ordinance require construction site operators to control waste at the construction site? Yes  No



If no, see item #4.

4. If an evaluation of the ordinance must be completed, or the MS4 is aware that the ordinance will require revision, then adoption must be completed. If the ordinance will be revised, then a copy of the adopted ordinance must be submitted with that year's annual report.

Final completion date: August 16, 2018

Date for submittal to EPD: February 15, 2019

**B. Best Management Practice (BMP) #1**

1. Description of BMP: Legal Authority – The City has an Erosion and Sediment Control Ordinance (107.09.03) to control construction site waste.
2. Measurable goal(s): The Stormwater Management Ordinance will be evaluated on an annual basis. If the ordinance is revised, a copy of the updated ordinance will be submitted with the following annual report.
3. Schedule:
  - a. Interim milestone dates (if applicable): N/A
  - b. Implementation date (if applicable): N/A
  - c. Frequency of actions (if applicable): Annually
  - d. Month/Year of each action (if applicable): N/A
4. Person (position) responsible for overall management and implementation of the BMP: Community Development Director
5. Rationale for choosing BMP and setting measurable goal(s): The BMP provides the legal means to control Erosion and Sediment on construction sites as well as site-generated waste.
6. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: The City's ability to enforce regulations regarding erosion and site-generated waste will demonstrate this BMP's effectiveness.

**C. BMP #2**

1. Description of BMP: Site Plan Review Procedures – All site plans for projects requiring an LDP are reviewed by certified City of Canton Staff (Level II Plan Reviewer).
2. Measurable goal(s): The City's Site Plan Review Procedures will be followed for all site plans submitted for an LDP. The number of plans submitted, reviewed, approved and/or denied will be catalogued and reported annually.
3. Schedule:
  - a. Interim milestone dates (if applicable): N/A
  - b. Implementation date (if applicable): 2017
  - c. Frequency of actions (if applicable): Annually
  - d. Month/Year of each action (if applicable): As needed
4. Person (position) responsible for overall management and implementation of the BMP: Community Development Director
5. Rationale for choosing BMP and setting measurable goal(s): Requiring an LDP review process will set minimum standards for the design and construction of land disturbance activities.
6. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: Successful implementation of a Site Plan Review Program will demonstrate effectiveness of this BMP.

**D. BMP #3**

1. Description of BMP: Inspection Program – Conduct inspections of construction sites in accordance with the Georgia Soil and Water Conservation Commission (GSWCC). All projects with an active LDP are to be inspected for the installation and maintenance of proper E&SC measures according to the requirements of the GSWCC and as put forth in the City’s Stormwater Management Ordinance (109.04.03 – Stormwater Management Facilities). Inspections are conducted by Community Development Department personnel who are certified in the fundamentals of E&SC. Inspections are conducted following the Field Manual for Erosion and Sediment Control in Georgia (“Green Book”). Inspection and enforcement actions are described in the City’s Code of Ordinances (107.09.05 – Inspection and Enforcement) and are described specifically for active LDP sites in 109.04.06 – Construction Inspections of Post-development Stormwater Management System.
2. Measurable goal(s): A list of active LDP sites and inspections conducted will be provided with each annual report.
3. Schedule:
  - a. Interim milestone dates (if applicable): N/A
  - b. Implementation date (if applicable): N/A
  - c. Frequency of actions (if applicable): As needed
  - d. Month/Year of each action (if applicable): Annually
4. Person (position) responsible for overall management and implementation of the BMP: Community Development Director
5. Rationale for choosing BMP and setting measurable goal(s): Inspections establish accountability of the permit holder to meet the requirements of the permit and to limit pollutants from leaving the permit site.
6. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: Successful implementation of an Inspection Program in accordance with the Code of Ordinances 107.09.05 and 109.04.06 will demonstrate effectiveness of this BMP.

**E. BMP #4**

1. Description of BMP: Enforcement Procedures - Implement enforcement procedures for E&SC violations as outlined in the Code of Ordinances 107.09.05 – Inspection and Enforcement.
2. Measurable goal(s): Any enforcement actions taken during the reporting period will be documented and provided in the annual report, including the number and type of action taken and the status of the action.
3. Schedule:
  - a. Interim milestone dates (if applicable): N/A
  - b. Implementation date (if applicable): N/A
  - c. Frequency of actions (if applicable): Annually
  - d. Month/Year of each action (if applicable): Ongoing
4. Person (position) responsible for overall management and implementation of the BMP: Community Development Director
5. Rationale for choosing BMP and setting measurable goal(s): Enforcement actions will create financial incentives for permittees to comply with the E&SC laws and will ultimately reduce pollution.
6. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: The City's ability to enforce E&SC regulations, require corrective measures on a construction site and eliminate sources of pollution will demonstrate the effectiveness of this BMP.

**F. BMP #5**

1. Description of BMP: Complaint Response - Receive and respond to citizen complaints concerning erosion and sediment control issues following the EPD approved procedures.
2. Measurable goal(s): Provide information on complaints received and investigated during the reporting period in each annual report.
3. Schedule:
  - a. Interim milestone dates (if applicable): N/A
  - b. Implementation date (if applicable): 2017
  - c. Frequency of actions (if applicable): Annually
  - d. Month/Year of each action (if applicable): N/A
4. Person (position) responsible for overall management and implementation of the BMP: Community Development Director
5. Rationale for choosing BMP and setting measurable goal(s): Involving the public in identifying E&SC issues will assist the City in correcting potential pollution sources.
6. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: The City's ability to respond to complaints regarding E&SC issues will demonstrate this BMP's effectiveness.

**G. BMP #6**

1. Description of BMP: Certification - City Staff involved in construction activities subject to the construction general permits will be trained and certified in accordance with the rules adopted by the GSWCC.
2. Measurable goal(s): Identify and list the required and current staff certification in each annual report.
3. Schedule:
  - a. Interim milestone dates (if applicable): N/A
  - b. Implementation date (if applicable): N/A
  - c. Frequency of actions (if applicable): Annually
  - d. Month/Year of each action (if applicable): N/A
4. Person (position) responsible for overall management and implementation of the BMP: Community Development Director
5. Rationale for choosing BMP and setting measurable goal(s): Certified and trained staff will provide a greater level of awareness of E&SC requirements and procedures.
6. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: Training and certification of City staff in E&SC principles will demonstrate the effectiveness of this BMP.

**Post-Construction Storm Water Management in  
New Development and Redevelopment**

40 CFR Part 122.34(b)(5) Requirement: The permittee must develop, implement, and enforce a program to address storm water runoff into the MS4 from new development and redevelopment projects, including projects less than one acre if they are part of a larger common plan of development or sale. You must:

- A) Develop and implement strategies which include a combination of structural and/or non-structural BMPs appropriate for your community;
- B) Use an ordinance or other regulatory mechanism to address post-construction runoff from new development or redevelopment projects; and
- C) Ensure adequate long-term operation and maintenance of BMPs.

**See Table 4.2.5 (a) of the Permit**

**A. Stormwater Design Manual**

1. Has the MS4 adopted the Georgia Stormwater Management Manual?  
Yes  No

If yes, provide the date of adoption: August 21, 2014

If the MS4 is located within the 11-county coastal management program service area, has adoption of the Coastal Stormwater Supplement been completed? N/A.  
Yes  No

If yes, provide the date of adoption:

If no, see item #2.

2. Has the MS4 adopted a local design manual in place of the Georgia Stormwater Management Manual? N/A.  
Yes  No

If yes, provide the date of adoption:

If no, see item #3.

3. If adoption of the Georgia Stormwater Management Manual, a local design manual, or the Coastal Stormwater Supplement has not yet occurred, then adoption must be completed. A copy of the adopted ordinance must be submitted with that year's annual report.



Final completion date: August 21, 2014  
Date of submittal to EPD: August 21, 2014

**B. Inventory of Post-Construction Storm Water Management Structures**

1. Does the MS4 have a completed inventory of all publicly-owned post-construction storm water structures and those privately-owned structures designed after December 9, 2008?

Yes  No

If yes, submit the inventory as an addendum to this form.

If no, see item #2.

2. If the inventory is not complete, then provide a schedule for completion.

**C. Post-Construction Ordinance Evaluation**

1. Does the MS4 have an ordinance that effectively controls runoff from new development or redevelopment sites?

Yes  No

If yes, submit a copy as an addendum to this form.

If no, see item #2.

2. If an evaluation of the ordinance must be completed, or the MS4 is aware that the ordinance will require revision, adoption must be completed by no later than one year from the date of designation and submitted with that year's annual report. N/A

Final completion date: August 21, 2014  
Date of submittal to EPD: August 21, 2014

**D. Green Infrastructure/Low Impact Development (GI/LID)**

1. If the population is less than 10,000, then no action is required.
2. If the population exceeds 10,000, then the MS4 must review and revise, where necessary, building codes, ordinances, and other regulations to ensure they do not prohibit or impede the use of GI/LID.
  - i. An evaluation of the regulatory mechanisms must be performed. Provide a schedule for completing the evaluation:

<u>Task</u>	<u>Interim Date</u>
Identify Ordinances	Previously Completed
Coordinate Dept. Reviews	Previously Completed
Prepare Evaluation Report	Previously Completed

- ii. The evaluation must be completed by no later than 2 years following permit issuance and submitted by February 15, 2015.

Final completion date: Previously Completed  
Date of submittal to EPD: Previously Completed

- iii. Any necessary ordinance revisions must be completed and adopted ordinances submitted to EPD within 4 years of permit issuance and submitted to EPD by February 15, 2017.

Final completion date/date of submittal to EPD: Previously Completed

- 3. Does the MS4 have a completed inventory of water quality-related GI/LID structures located within the permitted area and at a minimum, constructed after the effective date of the permit? Yes  No

If yes, submit the inventory as an addendum to this form.

If no, see item #4.

- 4. If the inventory is not complete, then provide a schedule for completion. The inventory must be submitted by February 15, 2015.

Develop Inventory Criteria & Process: Previously Completed  
Perform Inventory: Previously Completed  
Submit to EPD: Previously Completed

**E. BMP #1**

1. Description of BMP: Legal Authority - Enforce the Standards of the Stormwater Management Ordinance as adopted in 109.04.03 – Stormwater Management Facilities.
2. Measurable goal(s): Evaluate and, if necessary, modify the existing ordinance to comply with current laws or regulations.
3. Schedule:
  - a. Interim milestone dates (if applicable): N/A
  - b. Implementation date (if applicable): N/A
  - c. Frequency of actions (if applicable): Annually
  - d. Month/Year of each action (if applicable): N/A
4. Person (position) responsible for overall management and implementation of the BMP: Community Development Director
5. Rationale for choosing BMP and setting measurable goal(s): The ordinance provides standards within the community to control the release of stormwater from construction sites.
6. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: Enforcement of the design standards will demonstrate the effectiveness of this BMP.

**F. BMP #2**

1. Description of BMP: Inventory - Maintain an inventory of all publicly-owned post construction stormwater management structures and privately-owned structures designed after Dec. 9, 2008 and those other structures that the City maintains.
2. Measurable goal(s): Update the inventory annually as new structures are added to the system.
3. Schedule:
  - a. Interim milestone dates (if applicable): N/A
  - b. Implementation date (if applicable): 2017
  - c. Frequency of actions (if applicable): Annually
  - d. Month/Year of each action (if applicable): N/A
4. Person (position) responsible for overall management and implementation of the BMP: Public Works Director
5. Rationale for choosing BMP and setting measurable goal(s): The inventory of existing and new structures in the community facilitates periodic inspection and maintenance for proper operation.
6. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: Maintaining an up to date inventory will help keep structures operating properly through scheduled inspection and maintenance, reducing peak runoff and erosion.

**G. BMP #3**

1. Description of BMP: Inspection Program - Conduct inspections of all post-construction stormwater management structures included in the inventory following the established procedures.
2. Measurable goal(s): One geographical area will be inspected each year such that all structures are inspected within the 5-year permit cycle.
3. Schedule:
  - a. Interim milestone dates (if applicable): N/A
  - b. Implementation date (if applicable): N/A
  - c. Frequency of actions (if applicable): Annually
  - d. Month/Year of each action (if applicable): By December
4. Person (position) responsible for overall management and implementation of the BMP: Public Works Director
5. Rationale for choosing BMP and setting measurable goal(s): Inspections will identify maintenance needs & will ensure proper operation of structures.
6. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: Inspections provide for the identification of system deficiencies, leading to necessary maintenance activities that reduce potential pollution sources.

**H. BMP #4**

1. Description of BMP: Maintenance Program - Provide for proper maintenance of stormwater management structures as outlined in the City's Maintenance Procedures.
2. Measurable goal(s): Implement the Maintenance Program and provide documentation of maintenance activities in each annual report.
3. Schedule:
  - a. Interim milestone dates (if applicable): N/A
  - b. Implementation date (if applicable): N/A
  - c. Frequency of actions (if applicable): Annually
  - d. Month/Year of each action (if applicable): N/A
4. Person (position) responsible for overall management and implementation of the BMP: Public Works Director
5. Rationale for choosing BMP and setting measurable goal(s): Maintenance is a vital part in the long term proper operation of stormwater structures and tracking maintenance activities helps in planning and preparing for future needs.
6. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: Maintenance activities will potentially eliminate a pollution source and will facilitate the proper functioning of the stormwater structures.

**I. BMP #5**

1. Description of BMP: GI/LID Structures Inventory - Develop and maintain an inventory of water quality related GI/LID structures located within the community and installed after Dec. 6, 2012.
2. Measurable goal(s): An inventory of public and commercial GI/LID structures will be maintained by the City and submitted in each annual report.
3. Schedule:
  - a. Interim milestone dates (if applicable): N/A
  - b. Implementation date (if applicable): N/A
  - c. Frequency of actions (if applicable): Annually
  - d. Month/Year of each action (if applicable): N/A
4. Person (position) responsible for overall management and implementation of the BMP: Public Works Director
5. Rationale for choosing BMP and setting measurable goal(s): Identifying and inventorying GI/LID Structures will help the City track pollution and runoff reducing structures within the basins.
6. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: Having an inventory of GI/LID structures demonstrates the presence of structures within the City that are beneficial to local waterways. The presence of these structures also shows the City's awareness of the need to include these types of facilities when possible.

**J. BMP #6**

1. Description of BMP: GI/LID Program - Develop a program describing the GI/LID practices to be implemented. The program will include: procedures for evaluating the feasibility and applicability of different GI/LID techniques; a list of the allowed GI/LID structures within the City; inspection and maintenance procedures for all GI/LID structures within the City (includes those owned by the City, those owned by other public entities and privately-owned non-residential structures).
2. Measurable goal(s): Submit the GI/LID program to the EPD by February 15, 2020. Include the program in the SWMP and implement it upon submission to the EPD.
3. Schedule:
  - a. Interim milestone dates (if applicable): February 15, 2020
  - b. Implementation date (if applicable): 2020
  - c. Frequency of actions (if applicable): N/A
  - d. Month/Year of each action (if applicable): N/A
4. Person (position) responsible for overall management and implementation of the BMP: Community Development Director
5. Rationale for choosing BMP and setting measurable goal(s): Following a GI/LID program that outlines procedures for selecting appropriate GI/LID structures will help to select the most effective sustainability measures for a given site. Providing a clear guide for the long term operation of GI/LID structures within the City will help in getting the most benefits possible from these types of structures.
6. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: The successful installation and operation of GI/LID structures within the City will demonstrate the effectiveness of the BMP.



**K. BMP #7**

1. Description of BMP: GI/LID Inspection and Maintenance Program – Beginning in 2020, the City will perform inspections and maintenance of all publically-owned structures and will track inspections done for known privately-owned and operated GI/LID infrastructure. All GI/LID structures included in the inventory are to be inspected within a 5-year period. Inspections are completed in accordance with the schedule outlined in the submitted GI/LID program.
2. Measurable goal(s): Annual reports submitted after February 15, 2020 will include documentation of all inspections conducted during the reporting period. The number of permittee-owned structures and the percentage of the total permittee-owned structures maintained during the reporting period will be provided in each annual report. Documentation of the maintenance procedures for non-permittee owned GI/LID structures as outlined in the GI/LID program will also be provided.
3. Schedule:
  - a. Interim milestone dates (if applicable): February 15, 2020
  - b. Implementation date (if applicable): 2020
  - c. Frequency of actions (if applicable): N/A
  - d. Month/Year of each action (if applicable): N/A
4. Person (position) responsible for overall management and implementation of the BMP: Community Development Director
5. Rationale for choosing BMP and setting measurable goal(s): Receiving records for the inspection and maintenance of private and public GI/LID structures will create a necessary emphasis on their operation and maintenance. This requirement also creates the need for property owners to review the City's GI/LID program.
6. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: Receiving records for the inspection and maintenance of private and public GI/LID structures will reflect the effectiveness of this BMP.

## **Pollution Prevention/Good Housekeeping for Municipal Operations**

40 CFR Part 122.34(b)(6) Requirement: The permittee must develop and implement an operation and maintenance program that includes a training component and has the ultimate goal of preventing or reducing pollutant runoff from municipal operations. Using training materials available from the USEPA and other organizations as guidance, the permittee must, as a part of this program, include employee training to prevent and reduce storm water pollution from activities such as park and open space maintenance, fleet and building maintenance, new construction and land disturbances, and storm water system maintenance.

### **A. Best Management Practice (BMP) #1**

1. Description of BMP: MS4 Control Structure Inventory and Map - The inventory and map include catch basins, ditches, detention/retention ponds, and storm drain lines.
2. Measurable goal(s): Update the inventory and map of structures to include the minimum list of required structures (catch basins, ditches, detention/retention ponds and storm drain lines). The number of structures added during the reporting period and the total number of structures will be provided in each annual report.
3. Schedule:
  - a. Interim milestone dates (if applicable): N/A
  - b. Implementation date (if applicable): N/A
  - c. Frequency of actions (if applicable): Annually
  - d. Month/Year of each action (if applicable): N/A
4. Person (position) responsible for overall management and implementation of the BMP: Public Works Director
5. Rationale for choosing BMP and setting measurable goal(s): Identifies and locates all MS4 control structures within the community that will require inspection and possible maintenance.
6. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: The inventory will assist in scheduling inspections, during which any maintenance needs can be addressed. In this way, maintaining the inventory helps to improve function of and reduce the volume of pollutants entering the MS4 and demonstrates the effectiveness of this BMP.

**B. BMP #2**

1. Description of BMP: MS4 Inspection Program - Conduct annual inspections of the MS4 control structures so that 100% of the inventoried structures are inspected during the 5-year permit cycle.
2. Measurable goal(s): Inspect the inventoried MS4 structures located within the scheduled geographical area(s) each year, along with any additional inspections needed to complete all inspections of the MS4 at the end of the 5-year cycle.
3. Schedule:
  - a. Interim milestone dates (if applicable): N/A
  - b. Implementation date (if applicable): 2017
  - c. Frequency of actions (if applicable): Annually
  - d. Month/Year of each action (if applicable): By December
4. Person (position) responsible for overall management and implementation of the BMP: Public Works Director
5. Rationale for choosing BMP and setting measurable goal(s): Performing inspections of all MS4 structures helps to identify maintenance needs for the proper operation of the MS4 system.
6. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: Performing inspections on MS4 structures helps to identify any maintenance that needs to be performed to reduce the amount of pollution entering the MS4. The implementation of the Inspections Program demonstrates the effectiveness of this BMP.

**C. BMP #3**

1. Description of BMP: MS4 Maintenance Program - Provide maintenance to the MS4 control structures as needed as determined by the results of the Inspection Program.
2. Measurable goal(s): Provide the number of each type of structure maintained annually.
3. Schedule:
  - a. Interim milestone dates (if applicable): N/A
  - b. Implementation date (if applicable): 2017
  - c. Frequency of actions (if applicable): As needed
  - d. Month/Year of each action (if applicable): N/A
4. Person (position) responsible for overall management and implementation of the BMP: Public Works Director
5. Rationale for choosing BMP and setting measurable goal(s): Maintenance is required for long term successful operation of MS4 structures.
6. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: Maintenance will improve operation of the MS4 structures and should reduce erosion and pollution loads entering the stormwater drainage system.

**D. BMP #4**

1. Description of BMP: Street and Parking Lot Cleaning - Street cleaning will be performed by City staff as described in the street cleaning procedure.
2. Measurable goal(s): The weight of the debris removed as a result of Street Sweeping activities will be tracked and provided in each annual report.
3. Schedule:
  - a. Interim milestone dates (if applicable): N/A
  - b. Implementation date (if applicable): N/A
  - c. Frequency of actions (if applicable): Annually
  - d. Month/Year of each action (if applicable): N/A
4. Person (position) responsible for overall management and implementation of the BMP: Public Works Director
5. Rationale for choosing BMP and setting measurable goal(s): Street sweeping reduces the amount of solid waste and pollutants in stormwater runoff from streets.
6. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: The removal of waste from streets reduces the amount of pollutants entering the stormwater system.

**E. BMP #5**

1. Description of BMP: Employee Training – Conduct one training session per year for City employees to address pollution prevention for municipal activities.
2. Measurable goal(s): Conduct a training session annually and provide documentation of the educational activity in each annual report.
3. Schedule:
  - a. Interim milestone dates (if applicable): N/A
  - b. Implementation date (if applicable): 2017
  - c. Frequency of actions (if applicable): Annually
  - d. Month/Year of each action (if applicable): By December
4. Person (position) responsible for overall management and implementation of the BMP: Public Works Director
5. Rationale for choosing BMP and setting measurable goal(s): Training helps to make employees more aware of the potential water quality impacts their job actions may cause, allowing employees to make better decisions that reduce pollution.
6. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: Successful implementation of at least one training session per year will demonstrate the effectiveness of this BMP.

**F. BMP #6**

1. Description of BMP: MS4 Waste Disposal - All waste and debris removed from the MS4 will be disposed of such that the waste does not re-enter the MS4 or cause pollution elsewhere.
2. Measurable goal(s): The weight of debris removed from the stormwater system during the reporting period will be logged and reported in the annual report.
3. Schedule:
  - a. Interim milestone dates (if applicable): N/A
  - b. Implementation date (if applicable): 2017
  - c. Frequency of actions (if applicable): Ongoing
  - d. Month/Year of each action (if applicable): N/A
4. Person (position) responsible for overall management and implementation of the BMP: Public Works Director
5. Rationale for choosing BMP and setting measurable goal(s): To ensure waste resulting from stormwater management activities is disposed of properly and is prevented from re-entering the MS4.
6. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: The volume of debris removed from the system will demonstrate this BMP's effectiveness.

**G. BMP #7**

1. Description of BMP: New Flood Management Projects - Assess proposed flood management projects for water quality impacts during the design phase as required by the Stormwater Management Ordinance.
2. Measurable goal(s): Report the number of plans reviewed annually where water quality impacts have been assessed.
3. Schedule:
  - a. Interim milestone dates (if applicable): No
  - b. Implementation date (if applicable): 2017
  - c. Frequency of actions (if applicable): Ongoing
  - d. Month/Year of each action (if applicable): N/A
4. Person (position) responsible for overall management and implementation of the BMP: Community Development Director
5. Rationale for choosing BMP and setting measurable goal(s): Assessing new flood management projects for water quality improvements creates the opportunity to consider the inclusion of water quality structures.
6. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: Any installation of water quality measures will have a reduction in TSS per the design standards.



**H. BMP #8**

1. Description of BMP: Existing Flood Management Projects – Assess existing publicly-owned flood management projects for potential retrofits that will address water quality impacts.
2. Measurable goal(s): Perform assessments of existing, City-owned flood management project as required in section 4.2.6 of the permit. The required assessment activities will be reported annually.
3. Schedule:
  - a. Interim milestone dates (if applicable): N/A
  - b. Implementation date (if applicable): 2017
  - c. Frequency of actions (if applicable): Annually
  - d. Month/Year of each action (if applicable): N/A
4. Person (position) responsible for overall management and implementation of the BMP: Public Works Director
5. Rationale for choosing BMP and setting measurable goal(s): Improve the water quality of stormwater runoff.
6. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: Successful review of existing flood management projects according to the requirements in permit section 4.2.6 will demonstrate the effectiveness of this BMP.

**I. BMP #9**

1. Description of BMP: Municipal Facilities – Annually update an inventory of municipal facilities with the potential to cause pollution to the MS4 and inspect all inventoried facilities within the 5-year permit cycle.
2. Measurable goal(s): Annually update the inventory of Municipal Facilities within the City that have the potential to cause pollution to the MS4. Inspect all facilities by the end of the 5-year permit cycle, with a minimum of 5% being inspected annually.
3. Schedule:
  - a. Interim milestone dates (if applicable): N/A
  - b. Implementation date (if applicable): N/A
  - c. Frequency of actions (if applicable): Annually
  - d. Month/Year of each action (if applicable): By December
4. Person (position) responsible for overall management and implementation of the BMP: Public Works Director
5. Rationale for choosing BMP and setting measurable goal(s): Identifying facilities and practices that may lead to pollution of stormwater enables inspection and practices aimed at reducing or eliminating the pollutant to take place.
6. How you will determine whether this BMP is effective in reducing pollution to stormwater in accordance with Part 5.1.4 of the Permit: Pollution will be reduced if pollutant sources or practices are found and are corrected. Conducting inspections of municipal facilities will demonstrate the effectiveness of this BMP.

## Appendix A

### Enforcement Response Plan

1. The MS4 must develop and implement an Enforcement Response Plan (ERP) that describes the action to be taken for violations of the Storm Water Management Program. The ERP must be completed and submitted with the second annual report following permit issuance, February 15, 2015.

Final completion date: February 9, 2016

Date of submittal to EPD: February 9, 2016

2. In accordance with Part 4.3 of the NPDES Permit, the ERP must include escalating enforcement responses for repeat and continuing violations. At a minimum, the ERP must address the following categories (refer to Part 4.3 of the NPDES Permit for more detail):
  - Names of ordinances and citations;
  - Types of enforcement mechanisms;
  - Description of the use of these enforcement mechanisms;
  - Time frames; and
  - Description of the tracking and reporting mechanism.

**NOTE:** Upon completion, the ERP will be included as Appendix A of the SWMP.

## Appendix B

### Impaired Waters

1. Population at the time of designation: 22,958  
  
If the population is less than 10,000, then see items #2 and #3 below.  
  
If the population exceeds 10,000, then see items #4 and #5 below.
2. If the population is less than 10,000, then the MS4 must develop an Impaired Waters Plan (see Part 4.4.1 of the NPDES Permit) including:
  - A list of impaired waters and the pollutant(s) of concern;
  - A map showing the location of the impaired waters and all identified MS4 outfalls located on the impaired waters or occurring within one linear mile upstream of the waters;
  - BMPs that will be implemented to address each pollutant of concern; and
  - A schedule for implementing the BMPs.
3. The Impaired Waters Plan must be submitted with the annual report due February 15, 2015.

Final completion date/date of submittal to EPD: N/A

4. If the population exceeds 10,000, then the MS4 must develop an Impaired Waters Plan/Monitoring and Implementation Plan (see Part 4.4.2 of the NPDES Permit) including:
  - A list of impaired waters and the pollutant(s) of concern.
  - A Monitoring and Implementation Plan, that includes:
    - a. Sample location;
    - b. Sample type, frequency, and seasonal considerations;
    - c. Monitoring implementation schedule;
    - d. A map showing the location of the impaired waters and all identified MS4 outfalls located on the impaired waters or occurring within one linear mile upstream of the waters or a schedule for confirming those outfalls; and
    - e. Description of proposed BMPs.
  - Description of the method used to annually assess data trends for each pollutant of concern.
5. The Impaired Waters Plan/Monitoring and Implementation Plan must be submitted with the annual report due February 15, 2015.

Final completion date/date of submittal to EPD: N/A

**NOTE:** Upon completion, the Impaired Waters Plan will be included as Appendix B of the SWMP.