

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

Stormwater 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 Centerville
- B. Name of responsible official: Honorable John R. Harley
Title: Mayor
Mailing Address: 300 E. Church Street
City: Centerville State: GA Zip Code: 31028
Telephone Number: 478/953-4734
- C. Designated stormwater management program contact:
Name: Mike Brumfield
Title: Director of Operation
Mailing Address: 300 E. Church Street
City: Centerville State: GA Zip Code: 31028
Telephone Number: 478/953-3222
Email Address: mrbfield@centerville.mgacoxmail.com
- D. Provide the river basin(s) to which your MS4 discharges: Ocmulgee
- E. Provide the latitude and longitude of the MS4 center (e.g. City Hall, County offices, MS4 mailing address) using Global Positioning System (GPS) –WG 84:
Latitude: 32.633 Longitude: - 83.6856

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 _____
2. Control measure or component of control measure to be implemented by entity on your behalf:

- 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 A – Enforcement Response Plan
- H. Appendix B – 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: John R. Harley Date: _____

Signature: _____ Title: Mayor

Stormwater Management Program

Public Education and Outreach on Storm Water Impacts

Table 4.2.1(a) of the Permit

A. Best Management Practice (BMP) #1: Utility Banner

1. **Target audience:** City residents
2. **Description of BMP:** The City provides several utility services to the citizens of Centerville. Customers are billed monthly for these services through the issuance of a single bill. The City provides educational materials addressing stormwater issues to the public in the form of a stormwater related message included on the bill that is mailed to 100% of utility customers once each year. The insert includes information on the impacts of stormwater discharges, steps the public can take to reduce pollutants in runoff, hazards associated with the improper disposal of wastes, water conservation, etc.
3. **Measurable goal(s):** The City will distribute a utility bill containing an educational message to 100% of the City's utility customers one time each year.
4. **Documentation to be submitted with each annual report:** A copy of a utility bill containing an educational message, including the month the information was mailed.
5. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
6. **Person (position) responsible for overall management and implementation of the BMP:** Office Manager
7. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** The number of utility bills distributed will be a measure of the number of residents reached with the educational message.

B. BMP #2: Social Media

1. **Target audience:** General public
2. **Description of BMP:** The City periodically posts information on Facebook to disseminate stormwater related educational information to the public. In addition, the City uses the social media networking site to notify residents of upcoming stormwater related public involvement events. Facebook allows the City to track the number of viewers for each post.
3. **Measurable goal(s):** Post at least one educational message on Facebook annually.
4. **Documentation to be submitted with each annual report:** Screenshot of Facebook post(s) showing the date of posting and number of views.
5. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
6. **Person (position) responsible for overall management and implementation of the BMP:** Director of Economic Development
7. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** Tracking the number of views for each post will allow the City to determine if the Facebook page is reaching a significant number of residents.

C. **BMP #3: Stormwater Webpage**

1. **Target audience:** General public
2. **Description of BMP:** The City maintains an official website for disseminating information to the public. The website includes a tab for the “Streets & Utilities” department. This webpage contains stormwater related educational materials, including brochures and links to educational videos. The website is periodically updated to include new stormwater related information. The website does not currently have the ability to track the number of visitors to the website. The City will install a counter on the website (e.g. Google Analytics) to track the number of views. The website can be accessed at: <https://www.centervillega.org/utility-and-street/>
3. **Measurable goal(s):** Annually update the website. Modify the website by June 30, 2024 to allow the number of website visitors to be tracked.
4. **Documentation to be submitted with each annual report:** Screenshot of the current stormwater webpage, showing the date the website was updated. Beginning with the 2024 annual report (due February 15, 2025) provide analytics showing the number of website views during the reporting period.
5. **Schedule:**
 - a. Interim milestone dates (if applicable): June 30, 2024
Install counter on website
 - b. Implementation date (if applicable): February 15, 2025
Provide analytics
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
6. **Person (position) responsible for overall management and implementation of the BMP:** Director of Utilities
7. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** Tracking the number of views will allow the City to determine if the website is effective in disseminating educational information to City residents.

Note: For those permittees with a population of less than 10,000, the MS4 should implement at least 2 BMPs. For those permittees with a population greater than 10,000, the SWMP must include at least four BMPs. For each additional BMP, you should attach an additional BMP page in the SWMP.

Submitted May 24, 2023
Revised January 8, 2024

Public Involvement/Participation

Table 4.2.2 (a) of the Permit

A. BMP #1: Recycling Program

1. **Target audience/stakeholder group:** Centerville citizens
2. **Description of BMP:** The City operates a recycling center that accepts the following materials: metals, aluminum cans, plastics, paper, cardboard, and used cooking and motor oil. The City advertises this service in a brochure placed at City Hall and on the website. The center is not staffed, so the number of participants cannot be tracked. The City does track the amount of each type of material recycled on a monthly basis.
3. **Measurable goal(s):** Advertise the recycling program on the City's website. Track the amount of recycled materials collected monthly.
4. **Documentation to be submitted with each annual report:** A screenshot of the City's website advertisement and a log showing the amount of materials recycled.
5. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
6. **Person (position) responsible for overall management and implementation of the BMP:** Director of Utilities
7. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** Tracking the amount of recycled materials will allow the City to evaluate citizen participation in the recycling program.

B. BMP #2: Citizen Complaint Contact Number

1. **Target audience/stakeholder group:** General public
2. **Description of BMP:** The City receives complaints from citizens through numerous avenues, including phone calls and emails. The City's website includes a telephone number to report an issue to the City. Complaints are received by City staff, who document the information in a database spreadsheet, such as the date, name and contact information for the complainant, the location and nature of the complaint, etc. The complaint is then forwarded to the appropriate City department for investigation. The City investigates all complaints within 3 business days of receipt. If necessary, the City will take enforcement against the responsible party. The spreadsheet is updated to show when the complaint is resolved.
3. **Measurable goal(s):** Investigate 100% of complaints within 3 business days of receipt.
4. **Documentation to be submitted with each annual report:** A log showing the complaint calls received and listing specifics regarding the investigation and resolution of each complaint.
5. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
6. **Person (position) responsible for overall management and implementation of the BMP:** Inspector
7. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** Responding to complaints in a timely manner and resolving the complaints to the complainant's satisfaction will result in a determination of BMP effectiveness.

Note: For those permittees with a population of less than 10,000, the MS4 should implement at least 2 BMPs. For those permittees with a population greater than 10,000, the SWMP must include at least four BMPs. For each additional BMP, you should attach an additional BMP page in the SWMP.

Illicit Discharge Detection and Elimination

Table 4.2.3 (a) of the Permit

A. BMP #1 – Legal Authority

1. **Description of BMP:** The City maintains an illicit discharge prohibition ordinance within the City of Centerville’s Water Resources Protection Ordinance that provides the City with the authority to conduct inspections and monitoring, control illicit discharges and connections, and control illegal dumping and spills into the MS4. The ordinance also provides the legal authority to take enforcement action to eliminate illicit discharges and connections. The ordinance was adopted on December 6, 2005.
2. **Measurable goal(s):** Annually evaluate the existing ordinance and if necessary, revise the ordinance.
3. **Documentation to be submitted with each annual report:** If the ordinance is revised during the reporting period, a copy of the adopted ordinance.
4. **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
5. **Person (position) responsible for overall management and implementation of the BMP:** Director of Utilities
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** The ability to take enforcement action and eliminate any illicit discharges or connections will provide an indication that the ordinance is effective.

SWMP Attachments:

- Water Resource Protection Ordinance (containing the Illicit Discharge Detection and Elimination ordinance)

B. BMP #2 – Outfall Map and Inventory

1. **Description of BMP:** The City maintains an updated map and inventory showing the location of all outfalls from the MS4 and the names and locations of all waters of the State that receive discharges from those outfalls. Each year, the City will update the map to reflect the addition of outfalls from new construction projects or developments. Additionally, the City will remove outfalls that have been reclassified or removed.
2. **Measurable goal(s):** Annually update the inventory and map showing the location of all outfalls from the MS4 and the names and locations of all waters of the State that receive discharges from those outfalls.
3. **Documentation to be submitted with each annual report:** The outfall map and inventory will be submitted with each annual report. The number of outfalls added or deleted, and the total number of outfalls will be provided in each annual report.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Continually
 - d. Month/Year of each action (if applicable): Annually
5. **Person (position) responsible for overall management and implementation of the BMP:** Director of Utilities
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** Maintaining an updated outfall map and inventory will allow the City to continually evaluate potential illicit discharge sources.

SWMP Attachments:

- Outfall inventory
- Outfall map

C. **BMP #3 – IDDE Plan**

1. **Description of BMP:** The City’s Illicit Discharge Detection and Elimination (IDDE) Plan consists of inspecting outfalls to ensure illegal dumping is not occurring, sampling any dry weather flow to determine if upstream facilities are discharging non-stormwater flows to the drainage system, and eliminating all identified illicit discharges.

The City inspects outfalls during a period of dry weather, which is defined as a period of precipitation of <0.1” per day within the previous 72 hours. The City is divided into five sectors and dry weather screening is conducted in one sector each reporting year. This ensures that 100% of the total outfalls are inspected within the 5-year permit term. If an outfall is added to the MS4 during the reporting period, the outfall will be screened that year if it is located in the sector to be screened in that year, or if the outfall is located in a previously screened sector. Outfall inspections over the permit cycle are tracked on the outfall inventory provided in BMP #2.

If a dry weather flow is encountered, the City implements investigative and follow-up procedures including the performance of field tests, sampling, and source tracing to identify any potential illicit discharges. If the source of an illicit discharge is identified as deriving from an adjacent MS4, the City will notify that MS4. Source tracing activities are documented using a memorandum with lab results attached.

The City ensures all identified illicit discharges are eliminated. If necessary, the City implements enforcement procedures described in the Enforcement Response Plan (ERP) in accordance with Part 4.3 of the Permit. More detailed outfall screening, source tracing, and illicit discharge detection procedures are included in the IDDE Plan.

2. **Measurable goal(s):** The City will dry weather screen one sector annually, with a minimum of 5% of the outfalls screened annually, ensuring that 100% of the total outfalls are screened within the 5-year permit term. The City will investigate 100% of suspected illicit discharges and ensure that 100% of all identified illicit discharges are eliminated.
3. **Documentation to be submitted with each annual report:** The number and percentage of outfall inspections conducted during the reporting period and copies of completed outfall screening checklists. In addition, source tracing reports will be submitted for any outfalls with suspected illicit discharges.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A

- b. Implementation date (if applicable): On-going
- c. Frequency of actions (if applicable): Annually
- d. Month/Year of each action (if applicable): N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Director of Utilities
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** A reduction in the number of dry weather flows identified as illicit discharges over time will be an indication of BMP effectiveness.

SWMP Attachments:

- Illicit Discharge Detection and Elimination Plan
- Outfall inspection form

D. BMP #4 – Education

1. **Description of BMP:** The City maintains an official website for disseminating information to the public. The website includes a tab for the “Streets & Utilities” department. This webpage contains stormwater related educational materials, including brochures and links to educational videos. The website is periodically updated to include new stormwater related information. The website does not currently have the ability to track the number of visitors to the website. The City will install a counter on the website (e.g. Google Analytics) to track the number of views. The website can be accessed at: <https://www.centervillega.org/utility-and-street/>
2. **Measurable goal(s):** Annually update the website. Modify the website by June 30, 2024 to allow the number of website visitors to be tracked.
3. **Documentation to be submitted with each annual report:** Screenshot of the current stormwater webpage, showing the date the website was updated. Beginning with the 2024 annual report (due February 15, 2025) provide analytics showing the number of website views during the reporting period.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): June 30, 2024
Install counter on website
 - b. Implementation date (if applicable): February 15, 2025
Provide analytics
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Director of Utilities
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** Tracking the number of views will allow the City to determine if the webpage is effective in disseminating educational information to City residents.

E. BMP #5 – Complaint Response

1. **Description of BMP:** The City receives complaints from citizens through numerous avenues, including phone calls and emails. The City’s website includes a telephone number to report an issue, including illicit discharges, to the City. Complaints are received by City staff, who document the information in a database spreadsheet, such as the date, name and contact information for the complainant, the location and nature of the complaint, etc. The complaint is then forwarded to the appropriate City department for investigation. The City investigates all complaints within 3 business days of receipt. If necessary, the City will take enforcement against the responsible party. The spreadsheet is updated to show when the complaint is resolved.
2. **Measurable goal(s):** Investigate 100% of complaints within 3 business days of receipt.
3. **Documentation to be submitted with each annual report:** A log showing the complaint calls received and listing specifics regarding the investigation and resolution of each complaint.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Inspector
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** Responding to complaints in a timely manner and resolving the complaints to the complainant’s satisfaction will result in a determination of BMP effectiveness.

Construction Site Stormwater Runoff Control

Table 4.2.4 (a) of the Permit

A. BMP #1 – Legal Authority

1. **Description of BMP:** The City is certified as a Local Issuing Authority (LIA). As such, the City maintains a Soil Erosion, Sedimentation and Pollution Control ordinance within the City of Centerville’s Code of Ordinances, which was last updated and adopted on March 6, 2018. In addition, the City maintains a separate litter ordinance, last updated and adopted March 31, 2000 to control waste at construction sites. The ordinances have been codified in municode.

In accordance with the LIA requirements, the City submits semi-annual reports to the Georgia Soil and Water Conservation Commission. The report covering the January- June period is submitted by July 30th. The report covering the July-December period is submitted by January 31st of the following year.

2. **Measurable goal(s):** Annually evaluate the existing ordinances and if necessary, revise the ordinances.

3. **Documentation to be submitted with each annual report:** If the ordinance is revised during the reporting period, a copy of the adopted ordinance.

4. **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

5. **Person (position) responsible for overall management and implementation of the BMP:** Director of Utilities

6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** The ability to properly regulate construction site activities will indicate that the ordinance is effective.

SWMP Attachments:

- Soil Erosion, Sedimentation and Pollution Control ordinance
- Litter ordinance

Submitted May 24, 2023
Revised January 8, 2024

B. BMP #2 – Site Plan Review Procedures

1. **Description of BMP:** The City is certified as a Local Issuing Authority and remains in compliance with the Georgia Erosion and Sedimentation Control Act (GESA) of 1975, as amended. Accordingly, all developers are required to comply with the local Soil Erosion, Sedimentation and Pollution Control ordinance and obtain a land disturbance permit prior to the start of any land disturbing activities that will disturb one (1.0) or more acres of land within the City limits.

The City does not currently have a Memorandum of Agreement with the Georgia Soil and Water Conservation District (GSWCD) such that in-house plan reviews of Erosion, Sedimentation and Pollution Control (ES&PC) plans are performed. Instead, the City sends all of the ES&PC plans to the GSWCD and the plans submitted for Land Disturbance Activity (LDA) permits to the City engineer for review. The City ensures 100% of all ES&PC plans are reviewed and approved by GSWCD prior to issuance of a LDA permit. The plans received and reviewed and their status (approved or denied) are tracked in a spreadsheet. A separate log is maintained for issued LDA permits.

2. **Measurable goal(s):** Ensure that 100% of site plans for projects disturbing 1.0 or more acres of land are reviewed and approved prior to issuance of a LDA permit.
3. **Documentation to be submitted with each annual report:** The City will provide a list of the site plans received; the number of site plans reviewed, approved or denied; and the total number of LDA permits issued during the reporting period.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): N/A
 - c. Frequency of actions (if applicable): On-going
 - d. Month/Year of each action (if applicable): N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Director of Utilities
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** The number of site plans reviewed and receiving approval will allow the City to gauge if the procedures are working or require modification.

C. BMP #3 – Inspection Program

1. **Description of BMP:** The City inspects all active construction sites within the City limits that have been issued a Land Disturbance Activity permit. Inspections will usually occur after the initial installation of construction site BMPs, during active construction, and after final stabilization. The inspection ensures that the sites are in compliance with the Manual for Erosion and Sediment Control in Georgia, including the design and installation of structural and non-structural BMPs. In addition, the City ensures that construction site waste is properly controlled.
2. **Measurable goal(s):** Conduct at least one inspection at each active construction site during the reporting period.
3. **Documentation to be submitted with each annual report:** The City will provide a list of active construction sites and the number and dates of inspections conducted on each site during the reporting period.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Continuous
 - d. Month/Year of each action (if applicable): N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Inspector
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** Routine inspections of active construction sites will allow the City to verify compliance with E&S regulations.

SWMP Attachments:

- Example E&S inspection form

D. BMP #4 – Enforcement Procedures

1. **Description of BMP:** If an inspection of a construction site is found to be in non-compliance with the Soil Erosion, Sedimentation and Pollution Control ordinance, the LDA permit holder will be notified. The contractor is provided with a verbal warning and the violation is included on the inspection report. The contractor is given a timeline for compliance, usually within 24 hours. The site is then re-inspected to ensure the corrective actions were taken. Following the third and each subsequent violation, an immediate stop work order is issued. No work can occur on the site except to address the deficiencies noted during the inspections. Stop work orders are issued immediately without prior warning if any of the following violations are identified:

- Land disturbing activities are being performed without a LDA permit;
- Failure to maintain a stream buffer;
- Significant amounts of sediment are being discharged into State waters and best management practices have not been properly designed, installed, or maintained.

The City implements enforcement procedures described in the ERP in accordance with Part 4.3 of the Permit and ensures all identified E&S violations are addressed.

2. **Measurable goal(s):** The City will take enforcement for 100% of E&S violations identified during construction site inspections.

3. **Documentation to be submitted with each annual report:** The City will provide documentation of any enforcement actions taken during the reporting period, including the number and type (e.g. Notice of Violation, Stop Work Order), status (e.g. pending, resolved), and the amount of any assessed penalties.

4. **Schedule:**

- a. Interim milestone dates (if applicable): N/A
- b. Implementation date (if applicable): On-going
- c. Frequency of actions (if applicable): As needed
- d. Month/Year of each action (if applicable): N/A

5. **Person (position) responsible for overall management and implementation of the BMP:** Inspector

6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** The City will consider this BMP effective if all E&S violations are addressed and resolved.

SWMP Attachments:

- Example Stop Work Order

E. BMP #5 – Complaint Response

1. **Description of BMP:** The City receives complaints from citizens through numerous avenues, including phone calls and emails. The City’s website includes a telephone number to report an issue to the City. Complaints are received by City staff, who document the information in a database spreadsheet, such as the date, name and contact information for the complainant, the location and nature of the complaint, etc. The complaint is then forwarded to the appropriate City department for investigation. The City investigates all complaints within 3 business days of receipt. If necessary, the City will take enforcement against the responsible party. The spreadsheet is updated to show when the complaint is resolved.
2. **Measurable goal(s):** Investigate 100% of complaints within 3 business days of receipt.
3. **Documentation to be submitted with each annual report:** A log showing the complaint calls received and listing specifics regarding the investigation and resolution of each complaint.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Continuous
 - d. Month/Year of each action (if applicable): N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Inspector
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** Responding to complaints in a timely manner and resolving the complaints to the complainant’s satisfaction will result in a determination of BMP effectiveness.

F. BMP #6 – Certification

1. **Description of BMP:** The City ensures that any staff involved in construction activities subject to the Construction General Permits, such as conducting plan reviews or E&S inspections, are trained and obtain the proper certification in accordance with the rules adopted by the GSWCC.
2. **Measurable goal(s):** Ensure that 100% of all MS4 staff involved in construction activities subject to the Construction General Permits are certified.
3. **Documentation to be submitted with each annual report:** Copies of GSWCC certification cards or printouts from the GSWCC website.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): As needed
 - d. Month/Year of each action (if applicable): N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Director of Utilities
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** The BMP will be determined to be effective if all staff involved in construction activities maintain current certification.

**Post-Construction Stormwater Management in
New Development and Redevelopment**
Table 4.2.5 (a) of the Permit

A. BMP #1 – Legal Authority

1. **Description of BMP:** The City maintains a post-construction ordinance within the City of Centerville’s Water Resources ordinance that addresses stormwater management and stormwater facilities, including the long-term maintenance of detention/retention ponds. The ordinance was adopted on December 6, 2005 and amended on December 6, 2016 to include the adoption of a local design manual and the latest edition of the Georgia Stormwater Management Manual. The ordinance provides the City with the authority to conduct inspections and take enforcement for the failure to maintain post-construction structures.
2. **Measurable goal(s):** Annually evaluate the post-construction ordinance and if necessary, revise the ordinance.
3. **Documentation to be submitted with each annual report:** If the ordinance is revised during the reporting period, a copy of the adopted ordinance.
4. **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
5. **Person (position) responsible for overall management and implementation of the BMP:** Director of Utilities
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** The ability to properly regulate post-construction structure design and maintenance will indicate the BMP is effective.

SWMP Attachments:

- Post-Construction ordinance
- Post-Construction ordinance 2016 amendment
- Local Design Manual

Submitted May 24, 2023
Revised January 8, 2024

B. BMP #2 – Inventory

1. **Description of BMP:** The City maintains an inventory of post-construction stormwater management structures (e.g. detention / retention ponds, underground detention) as follows:
 - All publicly-owned post-construction structures
 - Privately-owned structures designed after the December 9, 2008 deadline for adoption of the GSMM
 - Publicly-owned structures by other entities (e.g. Board of Education and other entities that the City has the legal authority to inspect) with construction completed after December 6, 2012.

The inventory includes information on the number and type of structures, and ownership (i.e. publicly-owned, privately-owned, publicly-owned by other entities). The inventory will be updated as new structures are completed or existing structures are identified.
2. **Measurable goal(s):** Update the inventory as new structures are completed or existing structures are identified, with the update to occur at least annually.
3. **Documentation to be submitted with each annual report:** An updated inventory of post-construction structures, including those structures added during the reporting period.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): As needed
 - d. Month/Year of each action (if applicable): N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Director of Utilities
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** Maintaining an updated inventory will allow the City to ensure that post-construction structures are being inspected and maintained as needed.

SWMP Attachments:

- Inventory of detention/retention ponds

C. BMP #3 – Inspection Program

1. **Description of BMP:** The City conducts inspections of 100% of the post-construction stormwater management structures included on the inventory required by BMP #2 above, within the 5-year permit term. The City will ensure that at least 5% of the structures are inspected annually. The purpose of the inspection is to determine if the structure is functioning as designed or if maintenance is required. A pond inspection form is utilized. At a minimum, the inspector will check the pond inlets, outlets and the forebay (if present) for any sediment buildup that could restrict flow or any structural issues (e.g. erosion, scour). The side slopes and dam are inspected for structural integrity (e.g., erosion, rills, animal burrows) and vegetative growth (e.g. invasive species, bare spots, mowing needed). The bottom of the pond is checked for sediment build-up, algal growth, the presence of trash or debris, oil sheen, or ponding water. Finally, the outlet control structure is inspected for blockage, including sediment, trash, or vegetation.
2. **Measurable goal(s):** Inspect at least 5% of the post-construction structures on the inventory annually, with 100% of the structures inspected within the 5-year permit term.
3. **Documentation to be submitted with each annual report:** Copies of completed inspection forms and the number and percentage of the total structures inspected during the reporting period.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Inspector
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** Inspections showing improved maintenance of stormwater management structures over time will indicate BMP effectiveness.

SWMP Attachments:

- Example inspection form

D. BMP #4 – Maintenance Program

1. **Description of BMP:** The City implements a long-term operation and maintenance program for post-construction stormwater management structures. Permittee-owned structures are maintained by a contractor to the maximum extent practicable. The contractor performs routine maintenance (e.g. litter pickup, mowing, brush removal) twice per month. If an inspection determines structural repairs are needed, then a work order is generated. The work order is closed upon completion.

Privately-owned structures and publicly-owned structures owned by other entities are maintained by the owner. Those structures listed in the inventory in BMP #2 (i.e. privately-owned structures with construction completed after December 9, 2008, publicly-owned structures owned by other entities with construction completed after December 6, 2012) are required to enter into a maintenance agreement with the City. The City maintains a list of executed maintenance agreements. This list is updated as new agreements are signed. If inspections of these structures identify maintenance deficiencies, then letters of violation are transmitted to the owners listing the deficiencies and setting a time frame for correction.

2. **Measurable goal(s):** Maintain 100% of permittee-owned structures after an inspection indicates needed maintenance. Require executed maintenance agreements for all newly constructed post-construction structures that are privately-owned or publicly-owned by other entities. Notify owners of privately-owned or publicly-owned by other entities post-construction structures of any corrective action needed within 6 months of inspection.

3. **Documentation to be submitted with each annual report:** The City will provide a copy of the pond maintenance contract and copies of any work orders completed for permittee-owned post-construction structures, listing the structure maintained and the type of maintenance performed. For privately-owned structures or those structures owned by other entities, the City will provide a summary list of maintenance agreements, the total number of executed agreements and copies of letters notifying the structure owners of required maintenance.

4. **Schedule:**

- a. Interim milestone dates (if applicable): N/A
- b. Implementation date (if applicable): On-going
- c. Frequency of actions (if applicable): As needed
- d. Month/Year of each action (if applicable): N/A

5. **Person (position) responsible for overall management and implementation of the BMP:** Director of Utilities

6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** Properly maintained stormwater management structures within the City will indicate this BMP is effective.

SWMP Attachments:

- Pond maintenance contract
- Example maintenance agreement

E. BMP #5 – GI/LID Program

1. **Description of BMP:** The City developed a GI/LID program that includes background information on the MS4, procedures for evaluating the feasibility of different GI/LID techniques and practices, the GI/LID structures allowed to be constructed within the City, and procedures for the inspection and maintenance of the GI/LID structures. This GI/LID program was approved by EPD in June 2020. The City will evaluate the GI/LID program each reporting period for any needed revisions.
2. **Measurable goal(s):** Annually evaluate the GI/LID program.
3. **Documentation to be submitted with each annual report:** If the GI/LID program is revised during the reporting period, then the revised program will be submitted for EPD review.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Director of Utilities
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** The consideration of GI/LID structures during the design and review of development plans will be an indication of BMP effectiveness.

SWMP Attachments:

- GI/LID Program

F. BMP #6 – GI/LID Structure Inventory

1. **Description of BMP:** There are no GI/LID structures located within the City as of the date of preparation of this SWMP. The City will maintain an inventory of water quality-related GI/LID structures constructed after December 6, 2012. The inventory will include bioretention areas, infiltration practices, permeable bricks/blocks, and rainwater harvesting practices. The inventory includes City-owned, publicly-owned by other entities, and privately-owned non-residential GI/LID structures. The City will track the addition of new water quality-related GI/LID structures through the plan review process and will enter into maintenance agreements for any newly constructed GI/LID structures that are privately-owned or publicly-owned by other entities.
2. **Measurable goal(s):** Update the GI/LID structure inventory annually. Track the addition of new water quality-related GI/LID structures through the plan review process and ensure the structures are added to the inventory.
3. **Documentation to be submitted with each annual report:** Updated inventory of water quality-related GI/LID structures.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Director of Utilities
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** The addition of new GI/LID structures to the inventory will demonstrate that the City is maintaining an updated inventory.

G. BMP #7 – GI/LID Structure Inspection Program

1. **Description of BMP:** The City will conduct inspections and/or ensure inspections are conducted on the water quality-related GI/LID structures listed on the inventory required by BMP #6. Routine inspections are important to keep the structure functioning properly. The inspection will include checking for such things as structural problems, excessive ponding, excessive vegetative growth, erosion, sediment buildup, deterioration of pipes, clogging of inlet and outlets, etc. Due to the diversity in GI/LID structures that the City will consider, specific procedures on the inspection of each of these structure types cannot be described here. Therefore, the inspections will follow the guidance provided by the Georgia Stormwater Management Manual, Volume 2, Appendix E, Operations & Maintenance Guidance Document. Inspection forms will also be taken from this document. If the inventory contains less than 5 structures, then the City will conduct at least one inspection during each reporting period. If there are more than five GI/LID structures, then the City will inspect at least 5% of the structures annually.
2. **Measurable goal(s):** Inspections will begin following the construction of any GI/LID structures. Inspect either one GI/LID structure annually or if the inventory includes more than five structures, inspect 5% of the total structures annually. Ensure that 100% of the GI/LID structures are inspected within the 5-year permit term.
3. **Documentation to be submitted with each annual report:** Either a statement that no GI/LID structures exist within the City or the number and percentage of GI/LID structures inspected. Completed inspection forms for those structures inspected during the reporting period.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Inspector
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** Completed inspection forms will demonstrate that the inspection program is effective.

SWMP Attachments:

- Example inspection forms

H. BMP #8 – GI/LID Structure Maintenance Program

1. **Description of BMP:** The City will conduct maintenance on City-owned GI/LID structures as needed based on the results of structure inspections. Maintenance will include such things as removing excessive sediment, removing debris and litter from the inlet or outlet structures, mowing or maintaining vegetation, etc. The specifics regarding structure maintenance will follow the guidance provided by the Georgia Stormwater Management Manual, Volume 2, Appendix E, Operations & Maintenance Guidance Document. Maintenance performed will be tracked using a work order system.

Existing publicly-owned structures owned by other entities and privately-owned non-residential GI/LID structures are maintained by the owner. For these structures, the City will maintain a list of agreements executed after December 6, 2017. The list of agreements will be updated as new maintenance agreements are executed. When inspections of these GI/LID structures indicate maintenance is needed, the City will transmit letters to the responsible parties notifying them of deficiencies and setting a corrective action date.

2. **Measurable goal(s):** Conduct maintenance on 100% of the City-owned GI/LID structures where inspections noted needed maintenance. Annually update the summary list of executed maintenance agreements for publicly-owned by other entities and privately-owned non-residential GI/LID structures. Notify owners of publicly-owned by other entities and privately-owned non-residential GI/LID structures of needed maintenance through letters transmitted within 6 months of a completed inspection.

3. **Documentation to be submitted with each annual report:** If any City-owned structures exist, then the number of City-owned structures maintained and completed work orders. An updated summary list of maintenance agreements for publicly-owned by other entities and privately-owned non-residential GI/LID structures and copies of any letters sent to these owners regarding needed maintenance.

4. **Schedule:**

- a. Interim milestone dates (if applicable): N/A
- b. Implementation date (if applicable): On-going
- c. Frequency of actions (if applicable): Annually
- d. Month/Year of each action (if applicable): N/A

5. **Person (position) responsible for overall management and implementation of the BMP:** Director of Utilities

6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** Properly maintained GI/LID structures, whether City-owned or not, will indicate that this BMP is being properly implemented and is effective.

SWMP Attachments:

- Example maintenance agreement

Pollution Prevention/Good Housekeeping for Municipal Operations

Table 4.2.6 (a) of the Permit

A. BMP #1 – MS4 Structure Inventory and Map

1. **Description of BMP:** The City will annually update an inventory and map of the MS4 structures, including catch basins, ditches (miles or linear feet), City-owned detention/retention ponds and underground detention, and storm drain lines (miles or linear feet). The inventory and map will be updated as as-built drawings are received from completed developments, along with any previously unidentified structures found during field inspections.
2. **Measurable goal(s):** Annually update an inventory and map of the MS4 structures.
3. **Documentation to be submitted with each annual report:** An updated inventory and map, the number of structures added during the reporting period, and the total number of structures.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Director of Utilities
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** The continual inventorying and mapping of the MS4 structures will ensure that the City is able to implement inspection and maintenance activities.

SWMP Attachments:

- MS4 inventory
- MS4 map

B. BMP #2 – MS4 Inspection Program

1. **Description of BMP:** The City is divided into five sectors, so that one sector is inspected during each reporting period, resulting in 100% of the MS4 being inspected within the 5-year permit term. The City will ensure that a minimum of 5% of the structures are inspected during each reporting period. During the inspections, the structure conditions are documented, such as any noted damage, debris present, sediment build-up, scouring or erosion, etc. The inspections of City-owned detention ponds are documented using a hard copy inspection form. The catch basins, ditches and pipes are inspected using a tablet in the field that links to ArcGIS, allowing the creation of inspection spreadsheets.
2. **Measurable goal(s):** Inspect either one sector or at least a minimum of 5% of the structures annually, so that 100% of the structures are inspected within the 5-year permit term.
3. **Documentation to be submitted with each annual report:** The number and percentage of the total structures inspected, and either completed inspection forms or inspection spreadsheets.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Director of Utilities
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** Inspecting a minimum of 5% of the MS4 structures or an entire sector of the MS4 will demonstrate the BMP is effective.

SWMP Attachments:

- Inspection and Inventory manual

C. BMP #3 – MS4 Maintenance Program

1. **Description of BMP:** The City conducts maintenance on the MS4 structures as needed. Based on inspections of MS4 structures, the City prioritizes the structures requiring maintenance. For example, those catch basins that are 75-100% full of sediment are given higher priority for maintenance over catch basins that contain 0-25% sediment. Detailed procedures are included in the MS4 Operation and Maintenance Procedures. If an MS4 structure requires maintenance, then a work order is issued. Once the maintenance work is completed, the work order is closed.
2. **Measurable goal(s):** Conduct maintenance on MS4 structures as needed on an annual basis.
3. **Documentation to be submitted with each annual report:** The number of each type of structure maintained and completed work orders.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Continuous
 - d. Month/Year of each action (if applicable): N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Director of Utilities
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** A properly functioning MS4 will be indicative that this BMP is effective.

SWMP Attachments:

- Operation and Maintenance procedures

D. BMP #4 – Street and Parking Lot Cleaning

1. **Description of BMP:** The City conducts street and parking lot cleaning in an effort to remove litter and debris from City roadways before it can enter the MS4. The City uses community service laborers to pick up litter along City streets and parking lots. All trash and debris is disposed of at either the City recycling center or at the local landfill. The City maintains a log of the number of bags of litter removed, which is then summarized on a yearly basis.
2. **Measurable goal(s):** Conduct litter removal activities at least once during the reporting period.
3. **Documentation to be submitted with each annual report:** Log spreadsheet showing the streets where litter pickup took place and the number of bags of litter removed.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Continuous
 - d. Month/Year of each action (if applicable): N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Director of Utilities
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** Cleaner streets and less debris in the MS4 will demonstrate BMP effectiveness.

E. BMP #5 – Employee Training

1. **Description of BMP:** The City conducts annual training for employees. The purpose of the training is to prevent and reduce stormwater pollution from activities such as park and open space maintenance, fleet and building maintenance, new construction and land disturbances, and stormwater system maintenance. The training will include, but not be limited to, such topics as stormwater pollution, good housekeeping at municipal facilities, illicit discharge detection, MS4 structure maintenance, construction site activities, and green infrastructure. The training will usually be in the form of a slide show presentation or on-line videos (e.g. YouTube) that are viewed by the employees. The training is documented using a sign-in sheet.
2. **Measurable goal(s):** Hold one employee training event annually
3. **Documentation to be submitted with each annual report:** A sign-in sheet showing the date of training and the topic(s) addressed.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Director of Utilities
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** The number of employees trained and an increased awareness of stormwater pollution among employees will demonstrate BMP effectiveness.

F. BMP #6 – Waste Disposal

1. **Description of BMP:** The City maintains dedicated dumpsters for MS4 waste at the public works facility; one for debris (e.g. brush and limbs) removed from the MS4 structures and one for litter removed from roadways. During litter pickup along roadways, the City sorts the litter and recycles materials if possible. The remaining litter is placed into the dedicated dumpster. The dumpsters are taken to the Houston County landfill for disposal of the waste when they are filled. The City tracks the amount of waste disposed of each time.
2. **Measurable goal(s):** The City will maintain two dedicated dumpsters at the public works facility and dispose of the waste at least twice during the reporting period.
3. **Documentation to be submitted with each annual report:** Invoices showing the date and amount of waste collected and disposed of.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Continuous
 - d. Month/Year of each action (if applicable): N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Director of Utilities
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** The proper disposal of MS4 waste will prevent the materials from entering the MS4 and receiving stream.

G. BMP #7 – New Flood Management Projects

1. **Description of BMP:** The City is certified as a Local Issuing Authority and remains in compliance with the Georgia Erosion and Sediment Control Act (GESA) of 1975, as amended. The City requires all new construction projects, which includes new City projects, to comply with the Georgia Stormwater Management Manual and the City’s stormwater management ordinance within the City of Centerville’s Code of Ordinances. During the plan review stage, the City evaluates each project to determine water quality impacts and ensure compliance with the runoff reduction standard. If necessary, the City requires revision of the plan design. The City also reviews the design of any proposed flood management projects (i.e. detention/retention ponds) for improved pollutant removal and includes new structures on an inventory. The City utilizes a Flood Management Project Design worksheet during the plan review process as part of the analysis.
2. **Measurable goal(s):** Ensure that 100% of proposed projects are assessed for water quality impacts during the design phase.
3. **Documentation to be submitted with each annual report:** A list of plans reviewed during the reporting period that were assessed for water quality impacts, noting those plans that resulted in new flood management projects for improved water quality.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Continuous
 - d. Month/Year of each action (if applicable): N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Director of Utilities
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** The list of plans reviewed each year that were evaluated for runoff reduction and that include new flood management projects will be an indication of BMP effectiveness.

SWMP Attachments:

- Flood Management Project Design worksheet

H. BMP #8 – Existing Flood Management Projects

1. **Description of BMP:** The City conducts an assessment of existing (i.e. those designed prior to the 2016 Georgia Stormwater Manual) City-owned flood management projects (e.g. detention and retention ponds) for potential retrofitting to address water quality impacts. The City utilizes an Existing Facility Water Quality Improvement Worksheet to conduct the evaluation. This worksheet consists of a flow chart format which assesses whether a retrofit is needed and if so, is the retrofit feasible (e.g. is there a possible retrofit, is land available, are funds available, etc.). If the evaluation determines that retrofitting of the existing structure is feasible, then the City will proceed with the retrofit design and installation. If an assessment has previously been performed on any of the City-owned structures using the 2016 GSMM, then an additional assessment will not be performed.
2. **Measurable goal(s):** The City owns less than 5 structures, so 100% of the structures will be assessed during the 5-year term. However, if any of these structures were previously assessed prior to the December 6, 2022 permit effective date, using either the 2016 GSMM or an equivalent local design manual, then an additional assessment will not be performed during this permit cycle.
3. **Documentation to be submitted with each annual report:** A completed Existing Facility Water Quality Improvement Worksheet for each assessed structure and information on any retrofitting activities conducted during the reporting period. For structures previously assessed prior to the December 6, 2022 permit effective date, the City will provide documentation of the assessment and the status of any retrofitting activities with the 2023 annual report. The 2024-2027 annual reports will include a table listing the existing flood management structures, the date of assessment, the results of the assessment and the status of retrofitting activities.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): February 15, 2024
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): February 15, 2025 -2028
5. **Person (position) responsible for overall management and implementation of the BMP:** Director of Utilities
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** Assessing and retrofitting existing flood management

projects will potentially result in improved water quality which will be verified through the impaired waters monitoring program.

SWMP Attachments:

- Existing Facility Water Quality Improvement worksheet

I. BMP #9 – Municipal Facilities

1. **Description of BMP:** The City maintains an inventory of municipal facilities with the potential to cause pollution. The inventory includes those municipal facilities owned by the City and located within the City limits. The inventory is updated annually.

The City conducts inspections of the municipal facilities included on the inventory, so that 100% of the facilities are inspected within the 5-year permit term. The City utilizes an inspection form that includes general facility information (e.g. location of the facility, activities conducted at the facility, facility contact information) and specific facility information (e.g. potential pollutant sources, best management practices present, pollution prevention practices). During the inspection, if any problems are noted, then the facility representative is notified and necessary corrective actions are explained. An example inspection form is attached.
2. **Measurable goal(s):** Annually update the inventory of municipal facilities. Conduct inspections on at least 5% of the municipal facilities annually, ensuring that 100% of the facilities are inspected within the 5-year permit term.
3. **Documentation to be submitted with each annual report:** Updated inventory of municipal facilities. Completed inspection forms.
4. **Schedule:**
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): On-going
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
5. **Person (position) responsible for overall management and implementation of the BMP:** Director of Utilities
6. **How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit:** On-going inspections, including on-site education of facility personnel, should result in fewer pollution problems noted at the municipal facilities during subsequent inspections.

SWMP Attachments:

- Inventory of municipal facilities
- Example inspection form

Appendix A

Enforcement Response Plan

1. The MS4 was required to develop an Enforcement Response Plan (ERP) that describes the action to be taken for violations of the Stormwater Management Program during a previous permit iteration.
 - A. Provide the date the ERP was approved by EPD: Submitted 3/24/15 - Approval date unknown
 - B. If the ERP has not yet been approved, provide the date submitted to EPD: N/A
2. The ERP is to be evaluated annually and revised as needed. Provide the most recent version of the ERP as an attachment to this Appendix.

Appendix B

Impaired Waters

There are no impaired waters located within the City's jurisdiction.

1. Population based on the latest U.S. Census: 8,243

Date of the latest U.S. Census used: 2020

If the population is less than 10,000, then see item #2 below.

If the population exceeds 10,000, then see items #3 below.
2. If the population is less than 10,000, then the MS4 must develop an Impaired Waters Plan (IWP) (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. If the population exceeds 10,000, then the MS4 must develop an Impaired Waters Plan/Monitoring and Implementation Plan (MIP) (see Part 4.4.2 of the NPDES Permit) including:
 - A list of impaired waters and the pollutant(s) of concern, including the date of the 303(d) list used;
 - A map showing the location of the impaired waters, the monitoring location(s), and all identified MS4 outfalls located on the impaired waters or occurring within one linear mile upstream of the waters;
 - The sample location (instream or at the outfalls);
 - Information on the sample type, frequency, and any seasonal considerations;
 - Schedule for starting monitoring for any newly identified pollutants;
 - BMPs that will be implemented to address each pollutant of concern;
 - A schedule for implementing the BMPs; and
 - The information to be included in each annual report, including the monitoring data, as assessment of data trends, and an assessment of the effectiveness of the BMPs.
4. The IWP and MIP must be evaluated annually and revised as needed. The most recent version of the IWP or MIP must be submitted as an attachment to this appendix.