

STORMWATER MANAGEMENT IMPLEMENTATION PLAN

No.	Project Description	MS4 Permit Requirement	Initial 12 Month Requirement	Annual Requirement	Projects, Programs, & Studies	Responsible Position	Comments
1-A	Develop Written Partnership Agreements - Provide mutually beneficial partnerships to address MS4 permit requirements of providing education and outreach. Agreements will be pursued between the City of Grant and the EMWREP.	✓	✓			Engineering Consultant/ EMWREP	
1-B	<u>Education Activity Implementation Plan</u> - The City and EMWREP will provide stormwater education and outreach programs for residents within the City. The City will complete an outline of the education program and implementation schedule for the upcoming permit cycle.	✓	✓	✓		Engineering Consultant/ EMWREP	
1-C	<u>Education Program:</u> The City or its designee will raise awareness to the audience involved by providing information on stormwater pollution prevention, effects of illicit discharges, best management practices, components of the SWPPP and outside entity resources available to City residents and business owners.	✓	✓	✓		Engineering Consultant/ EMWREP	
1-D	<u>City Website</u> - The City updates their web page by providing information on high priority stormwater pollution prevention topics and effects of illicit discharge to City residents and business owners. The goal will be to add new material as it becomes available and record the number of website hits annually.	✓		✓		Engineering Consultant/City Clerk	
1-E	<u>City Newsletter</u> - City staff will develop then distribute stormwater related articles in the City newsletter. This goal will be met by distributing a minimum of two stormwater related articles in the City newsletter each year.	✓		✓		Engineering Consultant/City Clerk	
1-F	<u>Coordination of Education Program</u> - The City will collaborate and coordinate the development and implementation of the City's educational activities schedule with local Watershed Districts and the EMWREP.	✓	✓	✓		Engineering Consultant	
2-A	<u>Comply with Public Notice Requirements</u> - Provide public notice of meeting to provide input on the SWPPP in accordance with City public hearing notification requirements.	✓		✓		Engineering Consultant/City Clerk	

No.	Project Description	MS4 Permit Requirement	Initial 12 Month Requirement	Annual Requirement	Projects, Programs, & Studies	Responsible Position	Comments
2-B	<u>Annual Meeting</u> - Hold annual public meeting combined with City Council Meeting or other public participation/involvement event to solicit public input on the SWPPP, discuss its effectiveness, or amendments. Explore new venues and enhance meeting effectiveness and participation. Effectiveness will be evaluated based upon the <u>amount of resident feedback received</u> .	✓	✓	✓		Engineering Consultant	
2-C	<u>Public Input Consideration and Response Procedures</u> - City staff will respond to all public comments and statements received from the public meeting, and document any proposed changes to the SWPPP for final approval by the City Engineer (if applicable). The goal of this BMP will be met by documenting all written and oral input into the record of decision and submitted in conjunction with the <u>annual report to the MPCA</u> .	✓	✓	✓		Engineering Consultant	
2-D	<u>Online Availability of Stormwater Pollution Prevention Program Document</u> - Provide an electronic document of the SWPPP document to allow viewing anytime and <u>easier access to these documents</u> .	✓	✓	✓		City Clerk	
2-E	<u>Annual Roadside Cleanup</u> - The City will continue to organize a roadside cleanup each spring around Earth Day to encourage local citizen involvement.	✓			✓	City Clerk	
3-A	<u>Storm Sewer System Mapping</u> - Update storm sewer map to meet the requirements of Part II.D.4. of the MS4 General Permit. Identify outfalls, including unique identification (ID) number assigned by the permittee, and an associated geographic coordinate. Update pond inventory and submit to MPCA.	✓	✓	✓		Engineering Consultant	
3-B	<u>Illicit Discharge Detection and Elimination (IDDE) and Enforcement Ordinance/Rules</u> - Review ordinance annually to ensure that ordinance continues to meet the needs of the City and legal requirements.	✓	✓	✓		Engineering Consultant	

No.	Project Description	MS4 Permit Requirement	Initial 12 Month Requirement	Annual Requirement	Projects, Programs, & Studies	Responsible Position	Comments
3-C	<u>Illicit Discharge Detection and Elimination (IDDE) Program</u> - Develop written program and implement it as defined in City SWPPP to meet requirements of Part III.D.3.c.h. of the MS4 General Permit. Include procedures to meet permit requirements for the following items: -Inform Public about illicit discharges -Employee Training Program (maintain 2 annual training events in spring and fall) -IDDE Inspections -IDDE Investigations and elimination	✓	✓	✓	✓	Engineering Consultant	
3-D	<u>IDDE Program Updates</u> - Develop written procedures for illicit discharge inspections, investigations, and response actions. Develop a process to document information as described in the Permit (Part III.3.h.) within 12 months following the date permit coverage is extended.	✓	✓	✓	✓	Engineering Consultant	
3-E	<u>Illicit Discharge Inspections</u> - In year 1, the City will map out areas that are identified as high-priority outfalls and around high-risk establishments (fast food restaurants, dumpsters, car washes, mechanics, and oil changes). In years 2-5, the City will integrate those sites into its annual MS4 inspection activities.	✓	✓	✓	✓	Engineering Consultant	
3-F	<u>Illicit Discharge Investigation</u> - As needed, City staff or a consultant will be used to televise a section of the sewer system, collect grab samples or perform other effective testing procedures to find illicit connection identified in the system.	✓	✓	✓	✓	Engineering Consultant	
3-G	<u>Standard Operating Procedures (SOPs)</u> - Develop SOPs for IDDE within 12 months of the date of permit coverage	✓	✓	✓		Engineering Consultant	
4-A	<u>Construction Site Stormwater Runoff Ordinance</u> - Review the ordinance to ensure it meets the requirements of Part III.D.4.a.(1)-(8) of the MS4 General Permit and that it is at least as stringent as the MPCA general permit to Discharge Stormwater Associated with Construction Activity.	✓	✓	✓		Engineering Consultant	

No.	Project Description	MS4 Permit Requirement	Initial 12 Month Requirement	Annual Requirement	Projects, Programs, & Studies	Responsible Position	Comments
4-B	<u>Construction Site Implementation of Erosion and Sediment Control BMPs</u> - Review and evaluate the efficacy of construction site erosion control plans through regular (weekly to monthly) inspections for construction sites to ensure compliance with City ordinances. Document all inspections and enforcement actions (public and private) and keep on file at City.	✓		✓		Engineering Consultant	
4-C	<u>Construction Site Plan Review</u> - The City will require every applicant for a building permit, to meet the requirements for erosion and sediment control for the applicant's project.	✓		✓		Engineering Consultant	
4-D	<u>Receipt and Consideration of Non-Compliance for Construction Site Stormwater Controls</u> - The City will establish a procedure for the public to report potential construction site erosion control and waste disposal infractions. The goal of this BMP will be achieved by completing the timeline/implementation.	✓	✓	✓		Engineering Consultant	
4-E	<u>Stormwater Compliance Inspections</u> - Develop written procedures, checklist and responsible persons to ensure that at least 10% of inspections conducted annually are performed at deemed high priority inspection sites (e.g., near sensitive receiving waters, projects larger than 5 acres).	✓	✓	✓		Engineering Consultant	
4-F	<u>Standard Operating Procedures (SOPs)</u> - Complete an annual review of SOPs for site inspections and site plan reviews by evaluating checklists and existing guidelines to ensure they are up-to-date to reflect MPCA's current construction general permit requirements.	✓	✓	✓		Engineering Consultant	
4-G	<u>Develop Enforcement Response Procedures (ERPs)</u> - Establish/outline Enforcement Response Procedures for Construction Site Activities.	✓	✓	✓		Engineering Consultant	
4-H	<u>Prioritize Inspections</u> - The City will develop a process to determine the frequency for inspecting high priority inspection sites (e.g. near sensitive receiving waters, projects larger than 5 acres).	✓	✓	✓		Engineering Consultant	

No.	Project Description	MS4 Permit Requirement	Initial 12 Month Requirement	Annual Requirement	Projects, Programs, & Studies	Responsible Position	Comments
5-A	<u>Site Plan Review Program</u> - The City will review and revise (if necessary, during the plan review process) permanent BMP designs and criteria for post-construction stormwater management associated with new development and redevelopment projects of one acre or more. The City will also actively look for non-structural opportunities where prudent and feasible. The goal of this BMP will be met if the City conducts plan reviews on new development and redevelopment projects of one acre or more.	✓	✓	✓	✓	Engineering Consultant	
5-B	<u>Update Ordinance to Meet New Permit Requirements</u> - Complete Ordinance updates for post-construction runoff from new development and redevelopment within 12 months of extension of permit coverage.	✓	✓	✓		Engineering Consultant	
5-C	<u>SOPs</u> - In addition to existing stormwater management design guidelines and standards the City will develop SOPs within 12 months of the date of permit coverage to strengthen Post Construction Stormwater Management.	✓	✓	✓		Engineering Consultant	
6-A	<u>Storm Sewer Inspection Program</u> - Conduct one inspection of all City-owned ponds and outfalls prior to expiration date of the MS4 General Permit. Annually inspect of 100% of structural pollution control devices.	✓	✓	✓		Engineering Consultant	
6-B	<u>Inspection of All Exposed Stockpile, Storage and Material Handling Areas</u> - Based on storm sewer inspection findings determine if repair, replacement, or maintenance measures are necessary to ensure structures proper function and treatment effectiveness. Document annually number or structures repaired or scheduled for maintenance.	✓	✓	✓		Engineering Consultant	
6-C	<u>Asset Management System for Record Reporting and Retention</u> - The City will retain all records of inspection, maintenance, and corrective actions of the City's stormwater system. The goal of this BMP will be met if the City retains these records for a period of three years past the expiration of this permit.	✓		✓	✓	Engineering Consultant	

No.	Project Description	MS4 Permit Requirement	Initial 12 Month Requirement	Annual Requirement	Projects, Programs, & Studies	Responsible Position	Comments
6-D	<u>Evaluation of Inspection Frequency</u> - Develop written procedures to modify the frequency of inspections, if after two years of inspections patterns develop warranting a reduction or increase in the frequency of inspection.			✓		Engineering Consultant	
6-E	<u>Spill Prevention & Control Plans for Municipal Facilities</u> - Ensure that plans describing spill prevention and control procedures are consistent among all departments. Conduct annual spill prevention and response training sessions to all municipal employees. Distribute education materials to each municipal facility by the end of year 2.	✓	✓	✓		Engineering Consultant	
6-F	<u>Facility Inventory</u> - Develop facilities inventory to include potential pollutants at each site.	✓	✓	✓		Engineering Consultant	
6-G	<u>Pond Assessment Procedures & Schedule</u> - In year 1, develop procedures for determining TSS and TP treatment effectiveness of city owned ponds use for treatment of stormwater. Implement schedule in year 2-5.	✓	✓	✓	✓	Engineering Consultant	
7-A	<u>TMDL Review & Implementation</u> - Grant will work cooperatively with the Minnesota Pollution Control Agency and other outside organizations to develop and implement all future TMDL implementation plan(s) for impaired waters designated under Section 303(d), receiving MS4 discharges from within or adjacent to the City.	✓	✓	✓	✓	Engineering Consultant	

¹ Cost estimates are preliminary and subject to review and revision as projects are thoroughly reviewed and engineer's reports are completed. Table reflects 2013 costs and do not account for inflation.

- ✓ Indicates significant revisions to the program required
- ✓ Indicates moderate revisions to the program required
- ✓ Indicates minor revisions to the program required

² Black Cost - Annual Cost Defined on 2006 SWPPP Summary Sheets

BMP PAGE

Unique Identifying Number:

Implementation Table

Permit Requirements Addressed by this BMP:

[Part II.D.1.](#)

BMP Title:

BMP Description:

Provide mutually beneficial partnerships to address MS4 permit requirements of providing educational opportunities, illicit discharge detection and elimination, and maintenance of the city conveyance systems. Agreements will be pursued between the City of Grant and the East Metro Water Resources Education Program (EMWREP).

Measurable Goals:

Determine if this partnership beneficial in the educational, training, and/or enforcement aspects of the MS4 program.

Responsible Person:

Name:	Phil Olson
Title:	City Engineer
Phone:	(612) 202-9116
Email:	polson@wsbeng.com

BMP PAGE

Unique Identifying Number:

Implementation Table

Permit Requirements Addressed by this BMP:

[Part III.D.1](#)
 [Part III.D.1](#)
 [Part III.D.1](#)
 [Part III.D.1](#)
 [Part III.D.1](#)

BMP Title:

BMP Description:

The City or their designee will provide stormwater education and outreach programs for residents within the City. The City or their designee will complete an outline of the education program and implementation schedule for the upcoming permit cycle.

Measurable Goals:

The City or their designee will document the number of publications and households served by publication.

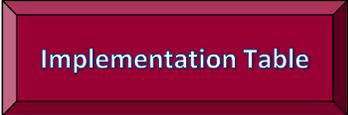
The effectiveness of this BMP will be measured by the number of articles and brochures published in newsletters, distributed via City mailings/website and Watershed District workshops, and visits to the City's website. Success of this BMP is defined as developing then implementing the educational activities schedule and distributing/hosting a minimum of four educational materials, workshops, or presentations per year.

Responsible Person:

Name:	Phil Olson
Title:	City Engineer
Phone:	(612) 202-9116
Email:	polson@wsbeng.com

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BMP PAGE



Unique Identifying Number:

Permit Requirements Addressed by this BMP:

BMP Title:

BMP Description:

The City or its designee will raise awareness to the audience involved by providing information on stormwater pollution prevention, effects of illicit discharges, best management practices, components of the SWPPP and outside entity resources available to City residents and business owners.

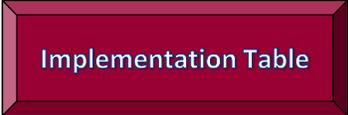
Measurable Goals:

The effectiveness of this BMP will be measured by the number of brochures distributed and articles published in newsletters, distributed via City mailings/website and Watershed District workshops, and visits to the City's website. Success of this BMP is defined as developing then implementing the educational activities schedule and distributing/hosting a minimum of four educational materials, workshops, or presentations per year.

Responsible Person:

Name:	Phil Olson
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Phone:	(612) 202-9116
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BMP PAGE



Unique Identifying Number:

Permit Requirements Addressed by this BMP:

[Part III.D.1](#)
 [Part III.D.1](#)
 [Part III.D.1](#)
 [Part III.D.1](#)
 [Part III.D.1](#)

BMP Title:

BMP Description:

The City updates their web page by providing information on high priority stormwater pollution prevention topics and effects of illicit discharge to City residents and business owners. The goal will be to add new material as it becomes available and record the number of website hits annually.

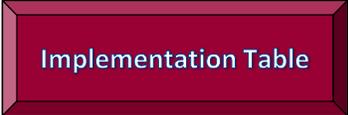
Measurable Goals:

Track website hits to the stormwater documents available. Track the comments left by community members about the stormwater program.

Responsible Person:

Name:	Phil Olson
Title:	City Engineer
Phone:	(612) 202-9116
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BMP PAGE



Unique Identifying Number:

Permit Requirements Addressed by this BMP:

BMP Title:

BMP Description:

City staff will develop then distribute stormwater related articles in the City newsletter. This goal will be met by distributing a minimum of two stormwater related articles in the City newsletter each year.

Measurable Goals:

Track the number of newsletters that were distributed.

Responsible Person:

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Title:	City Engineer
Phone:	(612) 202-9116
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BMP PAGE



Unique Identifying Number:

Permit Requirements Addressed by this BMP:

BMP Title:

BMP Description:

The City will collaborate and coordinate the development and implementation of the City's educational activities schedule with local Watershed Districts and the EMWREP.

Measurable Goals:

Track the number of community members who give input and attend the educational activities.

Responsible Person:

Name:	Phil Olson
Title:	City Engineer
Phone:	(612) 202-9116
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BMP PAGE

Implementation Table

Unique Identifying Number:

Permit Requirements Addressed by this BMP:

BMP Title:

BMP Description:

Provide public notice of meeting to provide input on the SWPPP in accordance with City public hearing notification requirements.

Measurable Goals:

Make sure the notice for the public is posted within the acceptable timeframe for public input. The effectiveness of this BMP will be measured by the number of public notices posted.

Responsible Person:

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Title:	City Engineer
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BMP PAGE

Implementation Table

Unique Identifying Number:

Permit Requirements Addressed by this BMP:

[Part III.D.2](#)
 [Part III.D.2](#)
 [Part III.D.a](#)
 [Part III.D.2](#)
 [Part III.D.2](#)

BMP Title:

BMP Description:

Hold an annual public meeting combined with a City Council meeting or other public participation/involvement event to solicit public input on the SWPPP, discuss its effectiveness, or make amendments to current SWPPP. Explore new venues and enhance meeting effectiveness and participation.

Measurable Goals:

Document attendance and record minutes at the public meeting, record statements and written comments and document changes made to the SWPPP. Effectiveness will be evaluated based upon the amount of resident feedback is received.

Responsible Person:

Name:	Phil Olson
Title:	City Engineer
Phone:	(612) 202-9116
Email:	polson@wsbeng.com

BMP PAGE

Implementation Table

Unique Identifying Number:

Permit Requirements Addressed by this BMP:

BMP Title:

BMP Description:

The City will conduct a public meeting and host a web page on the City's Storm Water Pollution Prevention Program. City staff will respond to all public comments and statements received from the public meeting, and document any proposed changes to the SWPPP for final approval by the City Engineer (if applicable).

Measurable Goals:

The goal of this BMP will be met by documenting all written and oral input into the record of decision and submitted in conjunction with the annual report to the MPCA.

Responsible Person:

Name:	Phil Olson
Title:	City Engineer
Phone:	(612) 202-9116
Email:	polson@wsbeng.com

BMP PAGE

Implementation Table

Unique Identifying Number:

Permit Requirements Addressed by this BMP:

[Part III.D.2](#)
 [Part III.D.2](#)
 [Part III.D.2](#)

BMP Title:

BMP Description:

Provide an electronic document of the SWPPP document to allow viewing anytime and easier access to these documents.

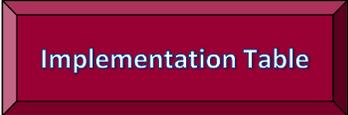
Measurable Goals:

The effectiveness of this BMP will be measured by tracking the number of website hits to the SWPPP and the amount of public input submitted electronically.

Responsible Person:

Name:	Kim Points
Title:	City Clerk
Phone:	(661) 426-3383
Email:	clerk@cityofgrant.us

BMP PAGE



Unique Identifying Number:

Permit Requirements Addressed by this BMP:

[Part III.D.2](#)
 [Part III.D.2](#)
 [Part III.D.2](#)

BMP Title:

BMP Description:

The City will continue to organize a roadside cleanup each spring around Earth Day to encourage local citizen involvement.

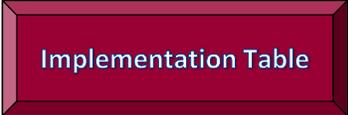
Measurable Goals:

Record the date of the event, the number of participants and the total amount of materials collected.

Responsible Person:

Name:	Kim Points
Title:	City Clerk
Phone:	(661) 426-3383
Email:	clerk@cityofgrant.us

BMP PAGE



Unique Identifying Number:

Permit Requirements Addressed by this BMP:

BMP Title:

BMP Description:

Update storm sewer map to meet the requirements of Part II.D.4. of the MS4 General Permit. Identify outfalls, including unique identification (ID) number assigned by the permittee, and an associated geographic coordinate. Update pond inventory and submit to MPCA.

Measurable Goals:

The effectiveness of this BMP will be defined as mapping all storm sewer conveyances 12" or greater that are owned by the City. The success of this BMP will be measured by annually updating all City owned storm sewer conveyances equal to or greater than 12".

Responsible Person:

Name:	Phil Olson
Title:	City Engineer
Phone:	(612) 202-9116
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BMP PAGE

Implementation Table

Unique Identifying Number:

Permit Requirements Addressed by this BMP:

BMP Title:

BMP Description:

Review ordinance annually to ensure that ordinance continues to meet the needs of the City and legal requirements. Elements of this ordinance will include, but are not limited to, defining allowable discharges, setting policy as it pertains to violations and penalties, and mitigation requirements.

Measurable Goals:

The effectiveness of this BMP will be measured by the number of enforcement actions issued annually. Success will be defined as the review of existing ordinances or amendments made to the illicit discharge ordinance.

Responsible Person:

Name:	Phil Olson
Title:	City Engineer
Phone:	(612) 202-9116
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BMP PAGE

Implementation Table

Unique Identifying Number:

Permit Requirements Addressed by this BMP:

BMP Title:

BMP Description:

Develop written program and implement it as defined in City SWPPP to meet requirements of Part III.D.3.c.h. of the MS4 General Permit. This BMP includes providing information on recycling options, services, and programs within the City. The City will also review the current educational activities undertaken by its staff to eliminate illicit discharges from general City operations.

Measurable Goals:

The City will continue to annually review the educational content of printed literature for adequacy and update as necessary. BMP effectiveness will be measured by the number of calls to the City regarding illegal dumping or illicit discharges. Also, success will be defined by providing educational material to the City staff a minimum of one time annually.

Responsible Person:

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BMP PAGE

Implementation Table

Unique Identifying Number:

Permit Requirements Addressed by this BMP:

BMP Title:

BMP Description:

Develop written procedures for illicit discharge inspections, investigations, and response actions. Develop a process to document information as described in the Permit (Part III.3.h.) within 12 months following the date permit coverage is extended. Elements of this ordinance will include, but are not limited to, defining allowable discharges and mitigation requirements.

Measurable Goals:

The effectiveness of this BMP will be measured by the number of enforcements actions issued annually.

Responsible Person:

Name:	Phil Olson
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BMP PAGE

Implementation Table

Unique Identifying Number:

Permit Requirements Addressed by this BMP:

BMP Title:

BMP Description:

In year 1, the City will map out areas that are identified as high-priority outfalls and around high-risk establishments (fast food restaurants, dumpsters, car washes, mechanics, and oil changes). In years 2-5, the City will integrate those sites into its annual MS4 inspection activities. The City will notify the MPCA state duty officer of any hazardous material spills or discharges.

Measurable Goals:

The effectiveness of this BMP will be measured by:

1. Annually documenting the number of miles covered by trash and debris collection,
2. Annually documenting all reported non-stormwater discharges occurring on City owned land, private property, and right-of-way, as well as any remedial actions taken (if applicable).

Responsible Person:

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BMP PAGE

Unique Identifying Number:

Implementation Table

Permit Requirements Addressed by this BMP:

BMP Title:

BMP Description:

As needed, City staff or a consultant will be used to televise a selection of the sewer system, collect grab samples, or perform other effective testing procedures to find illicit connection identified in the system.

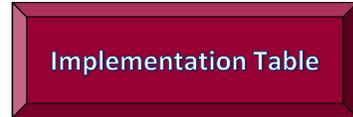
Measurable Goals:

All non-stormwater discharges (as defined in Part III.D.3.f.) were evaluated and determined to be insignificant sources of pollutants to the MS4.

Responsible Person:

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BMP PAGE



Unique Identifying Number:

Permit Requirements Addressed by this BMP:

BMP Title:

BMP Description:

Develop SOPs for IDDE within the initial 12 months of the beginning date of permit coverage.

Measurable Goals:

The effectiveness of this BMP and the SOPs for IDDE will be calculated by the amount of regulation as well as maintaining compliance with the NPDES MS4 permit.

Responsible Person:

Name:	Phil Olson
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BMP PAGE

Implementation Table

Unique Identifying Number:

Permit Requirements Addressed by this BMP:

BMP Title:

BMP Description:

Review the City's ordinance to ensure it meets the requirements of Part III.D.4.a.(1)-(8) of the MS4 General Permit and that it is at least as stringent as the MPCA general permit to Discharge Stormwater Associated with Construction Activity.

Measurable Goals:

The City will annually review and update as necessary the City's erosion control ordinances. This BMP effectiveness will be calculated by tracking the compliance issues with construction sites.

Responsible Person:

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BMP PAGE

Unique Identifying Number:

Implementation Table

Permit Requirements Addressed by this BMP:

BMP Title:

BMP Description:

Review and evaluate the efficacy of construction site erosion control plans through regular (weekly to monthly) inspections for construction sites to ensure compliance with City ordinances. Document all inspections and enforcement actions (public and private) and keep on file at City. As part of the City's permit approval standards, BMPs must be implemented in accordance with the NPDES permit.

Measurable Goals:

Success of this BMP will be determined by site inspections per NPDES Phase II requirements and City permit approvals.

Responsible Person:

Name:	Phil Olson
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BMP PAGE

Unique Identifying Number:

Implementation Table

Permit Requirements Addressed by this BMP:

BMP Title:

BMP Description:

Every applicant for a city permit to allow land disturbing activities is required to submit a project specific stormwater management plan (if applicable) and/or erosion control plan to the City for review and approval. Construction permits will be required to meet MPCA NPDES Phase II guidelines for erosion and sediment control and all applicable City ordinances and codes.

Measurable Goals:

No City permit to allow land disturbing activities shall be issued until approval of a stormwater management plan (if applicable) and/or erosion control plan, or waiver of the approval requirement has been obtained. Success will be defined as enforcing the permit's submittal requirement.

Responsible Person:

Name:	Phil Olson
Title:	City Engineer
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Email:	polson@wsbeng.com

BMP PAGE

Implementation Table

Unique Identifying Number:

Permit Requirements Addressed by this BMP:

BMP Title:

BMP Description:

The City will establish a phone line and website contact information through which the public may report potential construction site erosion control and waste disposal infractions. Reported incidents will be inspected within 24 hours of receipt or on the next scheduled work day by the City. Hazardous material spills or discharges will be reported to the MPCA State Duty Officer within 24 hours.

Measurable Goals:

The City will establish contact information for receipt of construction site violations. The City will record:

- The number of calls and emails related to SWPPP issues.
- The number of illicit discharge and construction site complaints.
- The number of clean-up activities or SWPPP changes resulting from calls or emails.

Responsible Person:

Name:	Phil Olson
Title:	City Engineer
Phone:	(612) 202-9116
Email:	polson@wsbeng.com

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BMP Title:

BMP Description:

Construction site operators must conform to all NPDES construction permit standards and City ordinances pertaining to construction site erosion control and waste disposal. Inspection procedures consist of NPDES Phase II inspection requirements and violations reported by the public as defined in BMP Summary Sheets 3-C and 4-E.

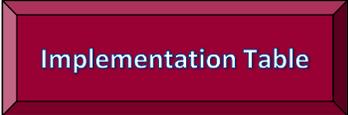
Measurable Goals:

The City will begin to annually evaluate the effectiveness of site inspections and enforcement procedures via enforcement actions taken annually. Additional and/or revised procedures will be added (if applicable) when deemed necessary or found non-conforming to NPDES Phase II requirements.

Responsible Person:

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BMP PAGE



Unique Identifying Number:

Permit Requirements Addressed by this BMP:

BMP Title:

BMP Description:

Complete an annual review of SOPs for site inspections and site plan reviews by evaluating checklists and existing guidelines to ensure they are up-to-date to reflect MPCA's current construction general permit requirements.

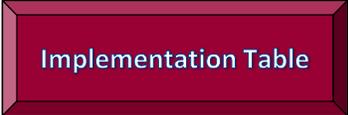
Measurable Goals:

The effectiveness of this BMP and the SOPs for IDDE will be calculated by the amount of regulation as well as maintaining compliance with the NPDES MS4 permit.

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BMP PAGE



Unique Identifying Number:

Permit Requirements Addressed by this BMP:

BMP Title:

BMP Description:

Establish/outline enforcement response procedures (ERPs) for construction site activities that enforce the standard operating procedures and permit requirements.

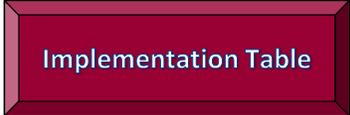
Measurable Goals:

The effectiveness of this BMP will be measured by the amount of violations and enforcement actions taken place throughout each year within the City.

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BMP PAGE



Unique Identifying Number:

Permit Requirements Addressed by this BMP:

BMP Title:

BMP Description:

The City will develop a process to determine the frequency for inspecting high priority inspection sites (e.g. near sensitive receiving waters, projects larger than 5 acres). The process will be developed onto a city map that calls out these sensitive areas.

Measurable Goals:

The City will begin to annually evaluate the effectiveness of site inspections and enforcement procedures via enforcement actions taken annually. Additional and/or revised procedures will be added (if applicable) when deemed necessary or found non-conforming to NPDES Phase II requirements.

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BMP PAGE

Implementation Table

Unique Identifying Number:

Permit Requirements Addressed by this BMP:

[Part III.D.5](#)
 [Part III.D.5](#)
 [Part III.D.5](#)
 [Part III.D.5](#)
 [Part III.D.5](#)

BMP Title:

BMP Description:

The City will review and revise (if necessary, during the plan review process) permanent BMP designs and criteria for post-construction stormwater management associated with new development and redevelopment projects of one acre or more. The City will also actively look for non-structural opportunities where prudent and feasible.

Measurable Goals:

The goal of this BMP will be met if the City conducts plan reviews on new development and redevelopment projects of one acre or more. Success of this BMP is defined as annually recording all revised BMP designs and implemented structural and non-structural BMPs on City properties.

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BMP PAGE

Unique Identifying Number:

Implementation Table

Permit Requirements Addressed by this BMP:

[Part III.D.5](#) [Part III.D.5](#) [Part III.D.5](#) [Part III.D.5](#) [Part III.D.5](#) [Part III.D.5](#)

BMP Title:

BMP Description:

Complete Ordinance updates for post-construction runoff from new development and redevelopment within 12 months of extension of permit coverage.

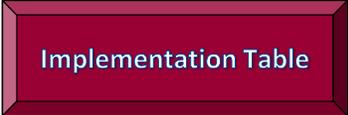
Measurable Goals:

The City will annually review and update as necessary the City's post-construction ordinance and permit requirements.

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BMP PAGE



Unique Identifying Number:

Permit Requirements Addressed by this BMP:

BMP Title:

BMP Description:

In addition to existing stormwater management design guidelines and standards, the City will develop SOPs within the initial 12 months of the date of permit coverage to strengthen Post Construction Stormwater Management.

Measurable Goals:

The effectiveness of this BMP and the SOPs for post-construction will be calculated by the amount of regulation as well as maintaining compliance with the NPDES MS4 permit.

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BMP PAGE

Unique Identifying Number:

Implementation Table

Permit Requirements Addressed by this BMP:

[Part III.D.6](#)
 [Part III.D.6](#)
 [Part III.D.6](#)

BMP Title:

BMP Description:

Conduct one inspection of all City-owned ponds and outfalls prior to expiration date of the MS4 General Permit. Annually inspect of 100% of structural pollution control devices. Newly constructed and rebuild structural pollution control devices will be added to the storm sewer map (BMP summary sheet 3-A) and inspected within one year of post construction.

Measurable Goals:

Maintenance and repair specifications and schedules will be developed and implemented as necessary. Success of this BMP will be defined as annually conducting and documenting inspections, repairs, and maintenance projects of all structural pollution control devices.

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BMP PAGE

Implementation Table

Unique Identifying Number:

Permit Requirements Addressed by this BMP:

BMP Title:

BMP Description:

City staff will annually locate and inspect all exposed stockpiles and storage/material handling areas on City owned properties. All existing onsite BMP's will be inspected for conformance to NPDES Phase II permit requirements. Any identified erosion control issues will be corrected and documented.

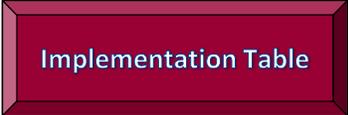
Measurable Goals:

The effectiveness of this BMP will be measured by the frequency of inspections and corrective actions. Success will be defined as locating and inspecting all exposed stockpiles and storage/material handling on City property a minimum of once each year.

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BMP PAGE



Unique Identifying Number:

Permit Requirements Addressed by this BMP:

BMP Title:

BMP Description:

The City Administrator will retain all records of inspection, maintenance, and corrective actions of the City's storm water system. Records will be available, by request, to the public upon approval by the City Administrator.

Measurable Goals:

The City will record the number of record requests and distributed materials annually. Success will be defined by the City providing the records or materials as requested.

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BMP PAGE

Implementation Table

Unique Identifying Number:

Permit Requirements Addressed by this BMP:

[Part III.D.6](#)
 [Part III.D.6](#)
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 [Part III.D.6](#)

BMP Title:

BMP Description:

The City will retain the records of inspection results and any maintenance performed or recommended. After two years of inspections, if patterns of maintenance become apparent, the frequency of inspections may be adjusted at the discretion of the City's engineering consultant.

Measurable Goals:

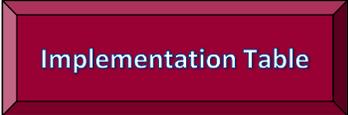
The effectiveness of this BMP will be measured by the annual recording of all inspections completed the previous year. Success of this BMP will be defined as annually reviewing the frequency of inspections to the maintenance completed by the City.

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BMP PAGE

Unique Identifying Number:



Permit Requirements Addressed by this BMP:

BMP Title:

BMP Description:

Ensure that plans describing spill prevention and control procedures are consistent among all departments. Conduct annual spill prevention and response training sessions to all municipal employees. Distribute education materials to each municipal facility by the end of year 2.

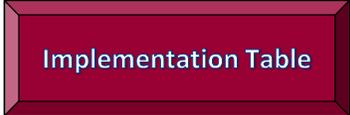
Measurable Goals:

A spill prevention and control plan effectively reduces the risk of surface and ground water contamination. However, to be effective, workers must be trained, materials and cleanup equipment available, and procedures followed.

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BMP PAGE



Unique Identifying Number:

Permit Requirements Addressed by this BMP:

[Part III.D.6](#)
 [Part III.D.6](#)
 [Part III.D.6](#)
 [Part III.D.6](#)

BMP Title:

BMP Description:

The City will develop and maintain an inventory of City-owned facilities that contribute pollutants to stormwater discharges.

Measurable Goals:

The effectiveness of this BMP will be determined by the reduction of pollutants running off of these sites as well as the usability of the inventory.

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BMP PAGE

Implementation Table

Unique Identifying Number:

Permit Requirements Addressed by this BMP:

BMP Title:

BMP Description:

In year 1, develop procedures for determining TSS and TP treatment effectiveness of city owned ponds use for treatment of stormwater. Implement schedule in year 2-5. The schedule (which may exceed this permit term) shall be based on measureable goals and priorities established by the City.

Measurable Goals:

The effectiveness of this BMP will be measured by the reduction of TSS and TP discharge into the stormwater systems. Success of this BMP will be defined as conducting and documenting inspections, repairs, and maintenance to the stormwater ponds.

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BMP PAGE

Unique Identifying Number:

Implementation Table

Permit Requirements Addressed by this BMP:

BMP Title:

BMP Description:

Grant will work cooperatively with the Minnesota Pollution Control Agency and other outside organizations to develop and implement all future TMDL implementation plan(s) for impaired waters designated under Section 303(d), receiving MS4 discharges from within or adjacent to the City.

Measurable Goals:

1. Establish a baseline of information– determine what processes are in place and what has already been accomplished (i.e. TMDL studies underway) that will help meet these permit conditions during this MS4 permit cycle.
2. Prepare a written inventory of all impaired waters within the jurisdictional boundaries of the MS4, as well as those outside these boundaries likely to have an impact as a result of receiving stormwater discharge from the MS4; compile as much detail about the stormwater discharges they receive from the MS4 as is available.
3. Prepare a map that includes all impaired waters that the MS4 discharge may impact, all MS4 discharge points that may impact these water(s), and delineated watershed(s) that may contribute to the impairment.
4. Complete for records a written overview of the conclusions reached through this review, including the decision making process used to determine what SWPPP revisions may be needed.

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Minnesota Pollution
Control Agency