**SWMP TEMPLATE INSTRUCTIONS**

1. Additional guidance for using this Stormwater Management Plan (SWMP) Template can be found on the DEQ stormwater web page at [*https://deq.nc.gov.sw*](https://deq.nc.gov.sw) under the NPDES MS4 Program Forms & Resources tab, in the MS4 Toolbox. It is strongly recommended that the posted instructional SWMP webinar be viewed prior to beginning development of the SWMP.
2. An MS4-specific Annual Self-Assessment (ASA) Template will be developed based upon the approved Final SWMP. This ASA will be an Excel spreadsheet that lists each SWMP measurable goal and reporting metric for each reporting year. Please be aware that the responses must be brief and answers of Yes/No/Partial, a quantity, or a date are the preferred reporting metrics. There is a small character limited comment box to provide the status of each entry, but there is no option to attach documents to the ASA.
3. The SWMP Template has instructions embedded in the document. They are always highlighted:

*Red italicized text with gray highlighting* denotes an instruction or guidance that should be deleted from the document after completion. For example, *[insert a map].*

Plain highlighted text indicates an item that must be edited to provide the appropriate information, for example:

* has / has not would be replaced with either has or has not
* Document Date would be replaced with the date, written as February 6, 2019 or 02/06/2019
* Permit Number NCS000xxx would be replaced with the NPDES MS4 permit number assigned by DEQ (e.g. NCS000300).
1. The SWMP Template has standard text that should not be edited or deleted, including all listed permit conditions and some provided BMPs. The provided text works hand in hand with the 2021 Permit Template to define a compliant MS4 program.
2. Number the BMPs in the tables consecutively, starting with BMP No. 1. Do not restart numbering in each BMP table. The consecutive numbering supports quick referencing of the individual table cells (e.g. BMP 1.B.1 or BMP 15.C.3).
3. Add or delete rows to enter as many BMPs and Measurable Goals as are necessary to satisfy each permit requirement.
4. Each BMP should answer three basic questions and the reporting metric should, ideally, represent what the MS4 will use to evaluate whether the BMP/Measurable Goal is successful/useful or not:
	1. What will be done? Describe the specific task(s) to be completed.
	2. When will it be completed? Include a frequency and applicable permit year(s).
	3. How will it be measured and reported to DEQ each year? See Item 2 above.
5. Do not change “Draft” on the SWMP document until DEQ provides instructions in writing to change the title to Draft Final or Final.
6. Helpful Hints:
* Search and replace “MS4name” with the name of the municipality (e.g. City of Smithville) throughout the document.
* Think through BMP commitments, timing and available vs. needed resources. Establish reasonable time frames to complete the program goals by the end of the 5-year permit term. The MS4 will be accountable for the commitments and timing provided.
* Identify components that need to be in place prior to BMP implementation and consider whether they should be included as interim tasks/steps towards compliance (e.g. developing tracking spreadsheets, staff training, etc.).
* The Division will specifically request additional information if needed to approve the Final SWMP.
* Clear and concise wording is strongly recommended.
* It is recommended that an MS4 not include extraneous information, because it becomes an enforceable component of the permit.

**Draft Stormwater Management Plan**

**MS4name**

**NCS000###**

DocumentDate

*[Add MS4 logo and/or photos as desired]*

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# Part 1: INTRODUCTION

The purpose of this Stormwater Management Plan (SWMP) is to establish and define the means by which the MS4name will comply with its National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) Permit and the applicable provisions of the Clean Water Act to meet the federal standard of reducing pollutants in stormwater runoff to the maximum extent practicable.

This SWMP identifies the specific elements and minimum measures that the MS4name will develop, implement, enforce, evaluate and report to the North Carolina Department of Environmental Quality (NCDEQ) Division of Energy, Minerals and Land Resources (DEMLR) in order to comply with the MS4 Permit number NCS000xxx, as issued by NCDEQ. This permit covers activities associated with the discharge of stormwater from the MS4 as owned and operated by the MS4name and located within the corporate limits of the MS4name.

In preparing this SWMP, the MS4name has evaluated its MS4 and the permit requirements to develop a comprehensive 5-year SWMP that will meet the community’s needs, address local water quality issues and provide the minimum measures necessary to comply with the permit. The SWMP will be evaluated and updated annually to ensure that the elements and minimum measures it contains continue to adequately provide for permit compliance and the community’s needs.

Once the SWMP is approved by NCDEQ, all provisions contained and referenced in this SWMP, along with any approved modifications of the SWMP, are incorporated by reference into the permit and become enforceable parts of the permit. Any major changes to the approved SWMP will require resubmittal, review and approval by NCDEQ, and may require a new public comment period depending on the nature of the changes.

# Part 2: CERTIFICATION

By my signature below I hereby 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 gather and evaluate the information submitted. Based on 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 fines and imprisonment for knowing violations.

I am also aware that the contents of this document shall become an enforceable part of the NPDES MS4 Permit, and that both the Division and the Environmental Protection Agency have NPDES MS4 Permit compliance and enforcement authority.

[ ]  I am a ranking elected official.

[ ]  I am a principal executive officer for the permitted MS4.

[ ]  I am a duly authorized representative for the permitted MS4 and have attached the authorization made in writing by a principal executive officer or ranking elected official which specifies me as (*check one*):

[ ]  A specific individual having overall responsibility for stormwater matters.

[ ]  A specific position having overall responsibility for stormwater matters.

|  |  |
| --- | --- |
| *Signature*:  |   |
| *Print Name:* |  |
| *Title:* |  |
| Signed this \_\_\_\_ day of 20\_\_\_\_ . |

# Part 3: MS4 information

1.
2.
3.

## **Permitted MS4 Area**

This SWMP applies throughout the corporate limits of the MS4name, including all regulated activities associated with the discharge of stormwater from the MS4. The map below shows the corporate limits of MS4name as of the date of this document.

*[Insert map of current corporate limits]*

## **Existing MS4 Mapping**

The current MS4 mapping includes…*narrative description of what is included in existing mapping (e.g. pipes, flow direction, inverts, ditches, inlets, catch basins, manholes, outfalls, sizes, condition, etc. See permit item 3.4.1 for specific requirements).*

*[insert link to public MS4 GIS map, if available]*

Table 1: Summary of Current MS4 Mapping

|  |  |  |
| --- | --- | --- |
| Percent of MS4 Area Mapped |  | % |
| No. of Major Outfalls\* Mapped |  | total |

*\*An outfall is a point where the MS4 discharges from a pipe or other conveyance (e.g. a ditch) directly into surface waters. Major outfalls are required to be mapped to meet permit requirements. A major outfall is a 36-inch diameter pipe or discharge from a drainage area > 50-acres; and for industrial zoned areas a 12-inch diameter pipe or a drainage area > 2-acres.*

## **Receiving Waters**

The MS4name MS4 is located within the xxx River Basin and discharges directly into receiving waters as listed in Table 2 below. Applicable water quality standards listed below are compiled from the following NCDEQ sources:

* [Waterbody Classification Map](https://ncdenr.maps.arcgis.com/apps/webappviewer/index.html?id=6e125ad7628f494694e259c80dd64265)
* [Impaired Waters and TMDL Map](https://ncdenr.maps.arcgis.com/apps/webappviewer/index.html?id=e9be6474b041491d8b4c0b77edace6bd)
* Most recent NCDEQ Final [303(d) List](https://deq.nc.gov/about/divisions/water-resources/planning/modeling-assessment/water-quality-data-assessment/integrated-report-files)

Table 2: Summary of MS4 Receiving Waters

|  |  |  |  |
| --- | --- | --- | --- |
| Receiving Water Name | Stream Index / AU Number | Water Quality Classification | 303(d) Listed Parameter(s) of Interest |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

## **MS4 Interconnection**

*[delete the paragraphs that don’t apply]*

The MS4name MS4 is not interconnected with another regulated MS4 and directly discharges to the receiving waters as listed in Table 2 above.

The MS4name MS4 is interconnected with another regulated MS4 and directly receives stormwater from the NameOtherMS4 MS4. The number of interconnections entering the MS4name MS4 from NameOtherMS4is xx, as determined by *[insert narrative explanation of the methodology used to specifically determine or estimate the number of interconnections and any additional work that is planned to define the inter-connecting discharges during the permit term].*

The MS4name MS4 is interconnected with another regulated MS4 and directly discharges stormwater into the NameOtherMS4MS4. The number of interconnections leaving the MS4name MS4 to NameOtherMS4 is xx, as determined by *[insert narrative explanation of the methodology used to specifically determine or estimate the number of interconnections and any additional work that is planned to define the inter-connecting discharges during the permit term].*

The MS4 does/does not interconnect with the statewide NCDOT MS4 and includes:

* 1. The interconnection is/is not receiving stormwater from the NCDOT MS4.  The number of interconnections is known/estimated/unknown. Quantity: ## or N/A
	2. The interconnection is/is not discharging stormwater into the NCDOT MS4.  The number of interconnections is known/estimated/unknown. Quantity: ## or N/A
	3. The MS4name MS4 mapping does/does not identify interconnections with the NCDOT MS4.
	4. The MS4name MS4 mapping does/does not include NCDOT MS4 outfalls.

## **Total Maximum Daily Loads (TMDLs)**

The TMDL(s) listed in Table 3 below have been approved within the MS4 area, as determined by the map and list provided on the [NCDEQ Modeling & Assessment Unit web page](https://deq.nc.gov/about/divisions/water-resources/planning/modeling-assessment/tmdls/draft-and-approved-tmdls). The table also indicates whether the approved TMDL has a specific stormwater Waste Load Allocation (WLA) for any watershed directly receiving discharges from the permitted MS4, and whether a Water Quality Recovery Program has been implemented to address the WLA.

Table 3: Summary of Approved TMDLs

|  |  |  |  |
| --- | --- | --- | --- |
| Water Body Name | TMDL Pollutant(s) of Concern | Stormwater Waste Load Allocation (Y/N) | Water Quality Recovery Program (Y/N) |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

*[If no stormwater WLA exists for an approved TMDL, generally explain how the MS4name has or will evaluate strategies and tailor and/or expand BMPs within the scope of the six minimum measures to enhance water quality recovery strategies in the watershed(s) to which the TMDL applies. Approved Watershed Management Plans implemented to supersede development of a TMDL WLA can be described here. Include specific BMPs in the appropriate BMP table(s).]*

## **Endangered and Threatened Species and Critical Habitat**

Significant populations of threatened or endangered species and/or critical habitat are/are not identified within the regulated MS4 urbanized area. Based upon a review of the [Endangered and Threatened Species and Species of Concern by County for North Carolina Map](https://www.fws.gov/raleigh/species/cntylist/nc_counties.html) and [Listed species believe to or known to occur in North Carolina map](https://ecos.fws.gov/ecp0/reports/species-listed-by-state-report?state=NC&status=listed) as provided by the [U.S. Fish and Wildlife Service](https://www.fws.gov/endangered/?s8fid=112761032793&s8fid=112762573903&countyName=Wake), the species listed in Table 4 have the potential to occur within the regulated MS4 urbanized area. Of those species listed, Table 4 summarizes the species that may be significantly impacted by the quality of surface waters within their habitat.

Table 4: Potential Federally Listed Species/Habitat Impacted by Surface Water Quality

|  |  |  |  |
| --- | --- | --- | --- |
| Scientific Name | Common name | Species Group | Federal Listing Status |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

## **Industrial Facility Discharges**

The MS4name MS4 jurisdictional area includes the following industrial facilities which hold NPDES Industrial Stormwater Permits, as determined from the [NCDEQ Maps & Permit Data web page](https://deq.nc.gov/deq.nc.gov/SW-maps).

*[Alternatively, a map and index may be provided in an appendix to this document. In that case, enter “See Appendix A” in Table 5 below.]*

Table 5: NPDES Stormwater Permitted Industrial Facilities

|  |  |
| --- | --- |
| Permit Number | Facility Name |
|  |  |
|  |  |
|  |  |
|  |  |

## **Non-Stormwater Discharges**

The water quality impacts of non-stormwater discharges have been evaluated by the MS4name as summarized in Table 6 below. The unpermitted non-stormwater flows listed as incidental do not significantly impact water quality. The MS4name has evaluated residential and charity car washing and street washing for possible significant water quality impacts.

Street washing discharges are addressed under the Pavement Management Program in Part 10 of this SWMP. The Division has/has not required that other non-stormwater flows be specifically controlled by the MS4name. *[insert brief narrative of any other Division-required non-stormwater flows to be addressed and where in the SWMP they are addressed.]*

Wash water associated with car washing that does not contain detergents or does not discharge directly into the MS4 is considered incidental. However, these types of non-stormwater discharges that do contain detergents have been evaluated by the MS4name to determine whether they may significantly impact water quality. *[insert brief narrative explanation of the determination. If determined to be significant, list as target pollutants/audiences and identify which parts of the SWMP contain measures to address them (e.g. Measures to address these target pollutants are provided in Parts xxx of this SWMP. If not evaluated yet, include BMPs to evaluate and incorporate into the SWMP in the Illicit Discharge Detection and Elimination section of this SWMP.]*

Table 6: Non-Stormwater Discharges

|  |  |
| --- | --- |
| Non-Stormwater Discharge | Water Quality Impacts |
| Water line and fire hydrant flushing | Incidental |
| Landscape irrigation | Incidental |
| Diverted stream flows | Incidental |
| Rising groundwater | Incidental |
| Uncontaminated groundwater infiltration | Incidental |
| Uncontaminated pumped groundwater | Incidental |
| Uncontaminated potable water sources | Incidental |
| Foundation drains | Incidental |
| Air conditioning condensate  | Incidental |
| Irrigation waters | Incidental |
| Springs | Incidental |
| Water from crawl space pumps | Incidental |
| Footing drains | Incidental |
| Lawn watering | Incidental |
| Residential and charity car washing | **Possible** |
| Flows from riparian habitats and wetlands | Incidental |
| Dechlorinated swimming pool discharges | Incidental |
| Street wash water | **Possible** |
| Flows from firefighting activities | Incidental |

## **Target Pollutants and Sources**

In addition to those target pollutants identified above, the MS4name is/is not aware of other significant water quality issues within the permitted MS4 area. These include *[briefly explain issue/pollutant, likely source and how the MS4 became aware. This might be something like:*

*Based upon multiple citizen complaint investigations, the MS4name has identified littering from abc school students traversing the xyz greenway to be an ongoing issue, or*

*Based upon the city’s Muddy Creek and Trashed Creek Watershed Master Plans, sediment and litter have been identified as pollutants of concern. Sediment is attributed to the rapid development and construction occurring in the Muddy Creek watershed. Litter is a general issue associated with both commercial and residential areas.]*

Table 7 below summarizes the water quality pollutants identified throughout Part 3 of this SWMP, the likely activities/sources/targeted audiences attributed to each pollutant, and identifies the associated SWMP program(s) that address each. In addition, the MS4name has evaluated schools, homeowners and businesses as target audiences that are likely to have significant stormwater impacts.

*[Describe the evaluation of schools, homeowners and businesses as target audiences; whether or not they are likely to have significant stormwater impacts, and the target pollutants for those that are likely. Include those that are determined to have likely significant stormwater impacts in the summary table below.]*

Table 7: Summary of Target Pollutants and Sources

|  |  |  |
| --- | --- | --- |
| Target Pollutant(s) | Likely Source(s)/Target Audience(s) | SWMP Program Addressing Target Pollutant(s)/Audience(s)  |
| *Litter* | *Residents, Businesses, Schools* | *Public Education & Outreach* |
|  |  |  |
|  |  |  |

# Part 4: Stormwater Management Program ADMINISTRATION

1.

## **Organizational Structure**

*[Provide a brief narrative description of the organizational structure of the MS4name as it relates to stormwater program implementation and permit compliance]*

*[Insert an organization chart that shows responsible positions as listed in Table 8]*

Table 8: Summary of Responsible Parties

|  |  |  |  |
| --- | --- | --- | --- |
| **SWMP Component** | **Responsible Position** | **Staff Name** | **Department** |
| Stormwater Program Administration |  |  |  |
| SWMP Management |  |  |  |
| Public Education & Outreach |  |  |  |
| Public Involvement & Participation |  |  |  |
| Illicit Discharge Detection & Elimination |  |  |  |
| Construction Site Runoff Control |  |  |  |
| Post-Construction Stormwater Management |  |  |  |
| Pollution Prevention/Good Housekeeping for Municipal Operations |  |  |  |
| Municipal Facilities Operation & Maintenance Program |  |  |  |
| Spill Response Program |  |  |  |
| MS4 Operation & Maintenance Program |  |  |  |
| Municipal SCM Operation & Maintenance Program |  |  |  |
| Pesticide, Herbicide & Fertilizer Management Program |  |  |  |
| Vehicle & Equipment Cleaning Program |  |  |  |
| Pavement Management Program |  |  |  |
| Total Maximum Daily Load (TMDL) Requirements |  |  |  |

## **Program Funding and Budget**

In accordance with the issued permit, the MS4name shall maintain adequate funding and staffing to implement and manage the provisions of the SWMP and comply with the requirements of the NPDES MS4 Permit. The budget includes the permit administering and compliance fee, which is billed by the Division annually.

*[Insert a brief narrative of current stormwater program funding mechanisms and total annual stormwater program budget]*.

*[Insert a brief summary of the fiscal analysis and, if adequate funding is not currently provided, the gap analysis results for funding necessary to implement this SWMP and comply with the MS4 Permit. Do not attach the full fiscal analysis or gap analysis, the Division will specifically request these documents if they are needed]*.

*[If the gap analysis indicates that additional funding is needed to implement the SWMP and comply with the MS4 Permit, then enter the primary steps that will be taken to fully fund the total annual stormwater program budget in Table 11: Program Administration BMPs]*.

## **Shared Responsibility**

The MS4name will share the responsibility to implement the following minimum control measures, which are at least as stringent as the corresponding NPDES MS4 Permit requirement. The MS4name remains responsible for compliance if the other entity fails to perform the permit obligation, and may be subject to enforcement action if neither the MS4name nor the other entity fully performs the permit obligation. Table 9 below summarizes who will be implementing the component, what the component program is called, the specific SWMP BMP or permit requirement that is being met by the shared responsibility, and whether or not a legal agreement to share responsibility is in place.

*[Do not list Qualifying Alternative Programs here; those are listed in Tables 16 and 18. This section is for contractual and inter-local agreements to implement specific permit elements on behalf of the permitted MS4. Example entries:*

|  |  |  |
| --- | --- | --- |
| *SWMP BMP or**Permit Requirement* | *Implementing Entity & Program Name* | *Legal Agreement**(Y/N)* |
| *Permit Section 3.2* | *Great Partner COG Stormwater Education Cooperative* | *Y* |
| *BMP No. 37* | *Big County Post Construction Program* | *Y* |

Table 9: Shared Responsibilities

|  |  |  |
| --- | --- | --- |
| SWMP BMP orPermit Requirement | Implementing Entity & Program Name | Legal Agreement(Y/N) |
|  |  |  |
|  |  |  |
|  |  |  |

## **Co-Permittees**

The are/are no other entities applying for co-permittee status under the NPDES MS4 permit number NCS000xxx for the MS4name. Table 10 summarizes contact information for each co-permittee.

*[Enter N/A in Table 10 if there are no co-permittees]*

Table 10: Co-Permittee Contact Information

|  |  |  |  |
| --- | --- | --- | --- |
| Co-Permittee MS4 Name | Contact Person | Phone & E-Mail | Interlocal Agreement (Y/N) |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

*[insert a map that clearly shows the corporate limits for the MS4name and each co-permittee]*

*[Do not attach any inter-local agreements, the Division will request them if needed]*

## **Measurable Goals for Program Administration**

The MS4name will manage and report the following Best Management Practices (BMPs) for the administration of the Stormwater Management Program.

| **Table 11: Program Administration BMPs** |
| --- |
| **Permit Ref.** | **2.1.2 and Part 4: Annual Self-Assessment**Measures to evaluate the performance and effectiveness of the SWMP program components at least annually. Results shall be used by the permittee to modify the program components as necessary to accomplish the intent of the Stormwater Program. The self-assessment reporting period is the fiscal year (July 1 – June 30). |
| **BMP No.** | **A** | **B** | **C** | **D** |
| **Description of BMP** | **Measurable Goal(s)** | **Schedule for Implementation** | **Annual Reporting Metric** |
| **#.** | **Annual Self-Assessment** |
| Perform an annual evaluation of SWMP implementation, suitability of SWMP commitments and any proposed changes to the SWMP utilizing the NCDEQ Annual Self-Assessment Template. | 1. Prepare, certify and submit the Annual Self-Assessment to NCDEQ prior to August 31 each year.
 | 1. Annually Permit Years 1 – 4  | 1. Yes/No |
| **Permit Ref.** | **1.6: Permit Renewal Application**Measures to submit a permit renewal application no later than 180 days prior to the expiration date of the NPDES MS4 permit. |
| **BMP No.** | **A** | **B** | **C** | **D** |
| **Description of BMP** | **Measurable Goal(s)** | **Schedule for Implementation** | **Annual Reporting Metric** |
| **#.** | **Permit Renewal Application** |
| Audit stormwater program implementation for compliance with the permit and approved SWMP, and utilize the results to prepare and submit a permit renewal application package. | 1.Participate in an NPDES MS4 Permit Compliance Audit, as scheduled and performed by EPA or NCDEQ. | 1. TBD – Typically Permit Year 4 | 1. Yes/No |
| 2. Self-audit and document any stormwater program components not audited by EPA or NCDEQ utilizing the DEQ Audit Template. Submit Self-Audit to DEMLR (required component of permit renewal application package). | 2. Permit Year 5 | 2. Yes/No/Partial |
| 3. Certify the stormwater permit renewal application (Permit renewal application form, Self-Audit, and Draft SWMP for the next 5-year permit cycle) and submit to NCDEQ at least 180 days prior to permit expiration. | 3. Permit Year 5 | 3. Date of permit renewal application submittal |

# PART 5: Public Education and Outreach Program

The MS4name will implement a Public Education and Outreach Program to distribute educational materials to the community or conduct equivalent outreach activities about the impacts of storm water discharges on water bodies and steps the public can take to reduce pollutants in storm water runoff.

The target audiences and identified pollutants listed in Part 3.9 of this SWMP, which will be addressed by the Public Education and Outreach Program, are summarized in Table 12 below. In addition, the MS4name is required to inform businesses and the general public of the hazards associated with illicit discharges, illegal dumping and improper disposal of waste.

Table 12: Summary of Target Pollutants & Audiences

|  |  |
| --- | --- |
| Target Pollutants/Sources | Target Audience(s) |
|  |  |
|  |  |
|  |  |
| Litter | General Public |
| Illicit Discharges | General Public, Businesses, Municipal Employees |
| Illegal Dumping | General Public, Businesses, Municipal Employees |
| Improper Disposal of Waste | General Public, Businesses, Municipal Employees |

The MS4name will manage, implement and report the following public education and outreach BMPs.

*[If the MS4 is implementing public education through a cooperative/regional program, it is acceptable to attach the program commitments as an Appendix and enter “See Appendix A” in the BMP table. Please note that the MS4 will still be held accountable for complying with the regional commitments and they must include MS4-specific reporting metrics for the MS4 Annual Self-Assessment. Some BMPs are appropriate for regional implementation and aggregate reporting (e.g. number, date, topic and region of radio and television PSAs). However, local MS4 events and activities must be reported individually for each MS4 (e.g. number of students, date and topic for classroom presentations, etc.].*

| **Table 13: Public Education and Outreach BMPs** |
| --- |
| **Permit Ref.** | **3.2.2 and 3.2.4: Outreach to Targeted Audiences**Measures to identify the specific elements and implementation of a Public Education and Outreach Program to share educational materials to the community or conduct equivalent outreach activities about the impacts of stormwater discharges on water bodies and how the public can reduce pollutants in stormwater runoff. The permittee shall provide educational information to identified target audiences on pollutants/sources identified in table 12 above, and shall document the extent of exposure of each media, event or activity, including those elements implemented locally or through a cooperative agreement. |
| **BMP No.** | **A** | **B** | **C** | **D** |
| **Description of BMP** | **Measurable Goal(s)** | **Schedule for Implementation** | **Annual Reporting Metric** |
| **#.** | ***BMP Title*** |
| *Narrative overview describing the BMP to provide context for the measurable goals.* | *1. Specific task that will be completed, worded so that it provides an answer of Yes/No/Partial for an audit question of “Did you <this Measurable Goal> in <corresponding column C schedule for implementation>?”*  | *1. Frequency and year(s) the task will be completed.* | *1. Brief measure of the success/usefulness of the BMP that will be reported it to NCDEQ for applicable years (typically Yes/No/Partial, a quantity or date).* |
| 2. | 2. | 2. |
| 3. | 3. | 3. |
| 4. | 4. | 4. |
| 5. | 5. | 5. |
| **#.** | **BMP Title** |
| Narrative description of BMP | 1.  | 1.  | 1.  |
| 2. | 2. | 2. |
| 3. | 3. | 3. |
| 4. | 4. | 4. |
| 5. | 5. | 5. |
| **#.** | **BMP Title** |
| Narrative description of BMP | 1.  | 1.  | 1.  |
| 2. | 2. | 2. |
| 3. | 3. | 3. |
| 4. | 4. | 4. |
| 5. | 5. | 5. |
| **Permit Ref.** | **2.1.7, 3.2.3 and 3.6.5(c): Web Site**Measures to provide a web site designed to convey the program’s message(s) and provide online materials including ordinances, or other regulatory mechanisms, or a list identifying the ordinances or other regulatory mechanisms, providing the legal authority necessary to implement and enforce the requirements of the permit and SWMP. The web page shall also provide developers with all relevant post-construction requirements, design standards, checklists and/or other materials. |
| **BMP No.** | **A** | **B** | **C** | **D** |
| **Description of BMP** | **Measurable Goal(s)** | **Schedule for Implementation** | **Annual Reporting Metric** |
| **#.** | **BMP Title** |
| Narrative description of BMP | 1.  | 1.  | 1.  |
| 2. | 2. | 2. |
| 3. | 3. | 3. |
| 4. | 4. | 4. |
| 5. | 5. | 5. |
| **#.** | **BMP Title** |
| Narrative description of BMP | 1.  | 1.  | 1.  |
| 2. | 2. | 2. |
| 3. | 3. | 3. |
| 4. | 4. | 4. |
| 5. | 5. | 5. |
| **#.** | **BMP Title** |
| Narrative description of BMP | 1.  | 1.  | 1.  |
| 2. | 2. | 2. |
| 3. | 3. | 3. |
| 4. | 4. | 4. |
| 5. | 5. | 5. |
| **Permit Ref.** | **3.2.5: Stormwater Hotline**Measures for a stormwater hotline/helpline for the purpose of public education and outreach. |
| **BMP No.** | **A** | **B** | **C** | **D** |
| **Description of BMP** | **Measurable Goal(s)** | **Schedule for Implementation** | **Annual Reporting Metric** |
| **#.** | **BMP Title** |
| Narrative description of BMP | 1.  | 1.  | 1.  |
| 2. | 2. | 2. |
| 3. | 3. | 3. |
| 4. | 4. | 4. |
| 5. | 5. | 5. |
| **#.** | **BMP Title** |
| Narrative description of BMP | 1.  | 1.  | 1.  |
| 2. | 2. | 2. |
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| 4. | 4. | 4. |
| 5. | 5. | 5. |

# Part 6: Public Involvement and Participation Program

This SWMP identifies the minimum elements and implementation of a Public Involvement and Participation Program that complies with applicable State, Tribal and local public notice requirements. The MS4name will manage, implement and report the following public involvement and participation BMPs.

| **Table 14: Public Involvement and Participation BMPs** |
| --- |
| **Permit Ref.** | **3.3.1: Public Input**Mechanisms for public involvement that provide for input on stormwater issues and the stormwater program. |
| **BMP No.** | **A** | **B** | **C** | **D** |
| **Description of BMP** | **Measurable Goal(s)** | **Schedule for Implementation** | **Annual Reporting Metric** |
| **#.** | **BMP Title** |
| Narrative description of BMP | 1.  | 1.  | 1.  |
| 2. | 2. | 2. |
| 3. | 3. | 3. |
| 4. | 4. | 4. |
| 5. | 5. | 5. |
| **#.** | **BMP Title** |
| Narrative description of BMP | 1.  | 1.  | 1.  |
| 2. | 2. | 2. |
| 3. | 3. | 3. |
| 4. | 4. | 4. |
| 5. | 5. | 5. |
| **#.** | **BMP Title** |
| Narrative description of BMP | 1.  | 1.  | 1.  |
| 2. | 2. | 2. |
| 3. | 3. | 3. |
| 4. | 4. | 4. |
| 5. | 5. | 5. |
| **Permit Ref.** | **3.3.2: Volunteer Opportunities**Measures to provide volunteer opportunities designed to promote ongoing citizen participation. |
| **BMP No.** | **A** | **B** | **C** | **D** |
| **Description of BMP** | **Measurable Goal(s)** | **Schedule for Implementation** | **Annual Reporting Metric** |
| **#.** | **BMP Title** |
| Narrative description of BMP | 1.  | 1.  | 1.  |
| 2. | 2. | 2. |
| 3. | 3. | 3. |
| 4. | 4. | 4. |
| 5. | 5. | 5. |
| **#.** | **BMP Title** |
| Narrative description of BMP | 1.  | 1.  | 1.  |
| 2. | 2. | 2. |
| 3. | 3. | 3. |
| 4. | 4. | 4. |
| 5. | 5. | 5. |
| **#.** | **BMP Title** |
| Narrative description of BMP | 1.  | 1.  | 1.  |
| 2. | 2. | 2. |
| 3. | 3. | 3. |
| 4. | 4. | 4. |
| 5. | 5. | 5. |

# Part 7: Illicit Discharge Detection and Elimination Program

The MS4name will develop, manage, implement, document, report and enforce an Illicit Discharge Detection and Elimination Program which shall, at a minimum, include the following illicit discharge detection and elimination BMPs.

| **Table 15: Illicit Discharge Detection and Elimination BMPs** |
| --- |
| **Permit Ref.** | **3.4.1: MS4 Map**Measures to develop, update and maintain a municipal storm sewer system map including stormwater conveyances, flow direction, major outfalls and waters of the United States receiving stormwater discharges. |
| **BMP No.** | **A** | **B** | **C** | **D** |
| **Description of BMP** | **Measurable Goal(s)** | **Schedule for Implementation** | **Annual Reporting Metric** |
| **#.** | **BMP Title** |
| Narrative description of BMP | 1.  | 1.  | 1.  |
| 2. | 2. | 2. |
| 3. | 3. | 3. |
| 4. | 4. | 4. |
| 5. | 5. | 5. |
| **#.** | **BMP Title** |
| Narrative description of BMP | 1.  | 1.  | 1.  |
| 2. | 2. | 2. |
| 3. | 3. | 3. |
| 4. | 4. | 4. |
| 5. | 5. | 5. |
| **#.** | **BMP Title** |
| Narrative description of BMP | 1.  | 1.  | 1.  |
| 2. | 2. | 2. |
| 3. | 3. | 3. |
| 4. | 4. | 4. |
| 5. | 5. | 5. |
| **Permit Ref.** | **3.4.2: Regulatory Mechanism**Measures to provide an IDDE ordinance or other regulatory mechanism that provides legal authority to prohibit, detect, and eliminate illicit connections and discharges, illegal dumping and spills into the MS4, including enforcement procedures and actions. |
| **BMP No.** | **A** | **B** | **C** | **D** |
| **Description of BMP** | **Measurable Goal(s)** | **Schedule for Implementation** | **Annual Reporting Metric** |
| **#.** | **BMP Title** |
| Narrative description of BMP | 1.  | 1.  | 1.  |
| 2. | 2. | 2. |
| 3. | 3. | 3. |
| 4. | 4. | 4. |
| 5. | 5. | 5. |
| **#.** | **BMP Title** |
| Narrative description of BMP | 1.  | 1.  | 1.  |
| 2. | 2. | 2. |
| 3. | 3. | 3. |
| 4. | 4. | 4. |
| 5. | 5. | 5. |
| **#.** | **BMP Title** |
| Narrative description of BMP | 1.  | 1.  | 1.  |
| 2. | 2. | 2. |
| 3. | 3. | 3. |
| 4. | 4. | 4. |
| 5. | 5. | 5. |
| **Permit Ref.** | **3.4.3: IDDE Plan**Measures to maintain and implement a written IDDE Plan to detect and address illicit discharges, illegal dumping and any non-stormwater discharges identified as significant contributors of pollutants to the MS4. The plan shall provide standard procedures and documentation to:1. Locate priority areas likely to have illicit discharges,
2. Conduct routine dry weather outfall inspections,
3. Identify illicit discharges and trace sources,
4. Eliminate the source(s) of an illicit discharge, and
5. Evaluate and assess the IDDE Program.
 |
| **BMP No.** | **A** | **B** | **C** | **D** |
| **Description of BMP** | **Measurable Goal(s)** | **Schedule for Implementation** | **Annual Reporting Metric** |
| **#.** | **BMP Title** |
| Narrative description of BMP | 1.  | 1.  | 1.  |
| 2. | 2. | 2. |
| 3. | 3. | 3. |
| 4. | 4. | 4. |
| 5. | 5. | 5. |
| **#.** | **BMP Title** |
| Narrative description of BMP | 1.  | 1.  | 1.  |
| 2. | 2. | 2. |
| 3. | 3. | 3. |
| 4. | 4. | 4. |
| 5. | 5. | 5. |
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|  |  |
| **Permit Ref.** | **3.4.4: IDDE Tracking**Measures for tracking and documenting the date(s) an illicit discharge, illicit connection or illegal dumping was observed, the results of the investigation, any follow-up of the investigation, the date the investigation was closed, the issuance of enforcement actions, and the ability to identify chronic violators. |
| **BMP No.** | **A** | **B** | **C** | **D** |
| **Description of BMP** | **Measurable Goal(s)** | **Schedule for Implementation** | **Annual Reporting Metric** |
| **#.** | **BMP Title** |
| Narrative description of BMP | 1.  | 1.  | 1.  |
| 2. | 2. | 2. |
| 3. | 3. | 3. |
| 4. | 4. | 4. |
| 5. | 5. | 5. |
| **Permit Ref.** | **3.4.5: Staff IDDE Training**Measures to provide training for municipal staff and contractors who, as part of their normal job responsibilities, may observe an illicit discharge, illicit connection, illegal dumping or spills. Training shall include how to identify and report illicit discharges, illicit connections, illegal dumping and spills. Each staff training event shall be documented, including the agenda/materials, date, and number of staff participating. |
| **BMP No.** | **A** | **B** | **C** | **D** |
| **Description of BMP** | **Measurable Goal(s)** | **Schedule for Implementation** | **Annual Reporting Metric** |
| **#.** | **BMP Title** |
| Narrative description of BMP | 1.  | 1.  | 1.  |
| 2. | 2. | 2. |
| 3. | 3. | 3. |
| 4. | 4. | 4. |
| 5. | 5. | 5. |
| **#.** | **BMP Title** |
| Narrative description of BMP | 1.  | 1.  | 1.  |
| 2. | 2. | 2. |
| 3. | 3. | 3. |
| 4. | 4. | 4. |
| 5. | 5. | 5. |
| **#.** | **BMP Title** |
| Narrative description of BMP | 1.  | 1.  | 1.  |
| 2. | 2. | 2. |
| 3. | 3. | 3. |
| 4. | 4. | 4. |
| 5. | 5. | 5. |
| **Permit Ref.** | **3.4.6: IDDE Reporting**Measures for the public and staff to report illicit discharges, illegal dumping and spills. The mechanism shall be publicized to facilitate reporting and shall be managed to provide rapid response by appropriately trained personnel. |
| **BMP No.** | **A** | **B** | **C** | **D** |
| **Description of BMP** | **Measurable Goal(s)** | **Schedule for Implementation** | **Annual Reporting Metric** |
| **#.** | **BMP Title** |
| Narrative description of BMP | 1.  | 1.  | 1.  |
| 2. | 2. | 2. |
| 3. | 3. | 3. |
| 4. | 4. | 4. |
| 5. | 5. | 5. |
| **#.** | **BMP Title** |
| Narrative description of BMP | 1.  | 1.  | 1.  |
| 2. | 2. | 2. |
| 3. | 3. | 3. |
| 4. | 4. | 4. |
| 5. | 5. | 5. |
| **#.** | **BMP Title** |
| Narrative description of BMP | 1.  | 1.  | 1.  |
| 2. | 2. | 2. |
| 3. | 3. | 3. |
| 4. | 4. | 4. |
| 5. | 5. | 5. |

# Part 8: Construction Site Runoff Control Program

In accordance with 15A NCAC 02H .0153, the MS4name relies upon the North Carolina Sedimentation Pollution Control Act (SPCA) of 1973 as a qualifying alternative program to meet a portion of the NPDES MS4 Permit requirements for construction site runoff control measures. The SPCA requirements include reducing pollutants in stormwater runoff from construction activities that result in land disturbance of greater than or equal to one acre, and includes any construction activity that is part of a larger common plan of development that would disturb one acre or more. The state SPCA Program is either delegated to a city/town, delegated to a county, or implemented by NCDEQ in non-delegated areas.

Table 16: Qualifying Alternative Program Components for Construction Site Runoff Control Program *[only one will apply, delete the two rows that do not apply]*

|  |  |  |  |
| --- | --- | --- | --- |
| Permit Reference | State or Local Program Name | Legal Authority | Implementing Entity |
| 3.5.1 - 3.5.4 | MS4name Delegated SPCA Program\* | 15A NCAC Chapter 04, NCDEQ Approved Delegation | MS4name |
| 3.5.1 - 3.5.4 | CountyName Delegated SPCA Program\* *[Note: The county must have legal authority to implement within the city/town through an ordinance and an interlocal agreement/joint resolution. The permittee must provide city/town-specific numbers for MS4 reporting purposes]* | 15A NCAC Chapter 04, NCDEQ Approved Delegation, Interlocal Agreement/Joint Resolution, Local Ordinance  | CountyName |
| 3.5.1 - 3.5.4 | State Implemented SPCA Program | 15A NCAC Chapter 04 | NCDEQ |

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\* The local delegated SPCA Program ordinance(s)/regulatory mechanism(s) can be found at: [insert link].

The MS4name also implements the following BMPs to meet NPDES MS4 Permit requirements.

| **Table 17: Construction Site Runoff Control BMPs** |
| --- |
| **Permit Ref.** | **3.5.6: Public Input**Measures to provide and promote a means for the public to notify the appropriate authorities of observed erosion and sedimentation problems. |
| **BMP No.** | **A** | **B** | **C** | **D** |
| **Description of BMP** | **Measurable Goal(s)** | **Schedule for Implementation** | **Annual Reporting Metric** |
| **#.** | **Municipal Staff Training** |
| Train municipal staff who receive calls from the public on the protocols for referral and tracking of construction site runoff control complaints. | 1. Train municipal staff on proper handling of construction site runoff control complaints. | 1. Annually Permit Years 1-5( | 1. Number of staff trained,  |
| 2. | 2. | 2. |
| 3. | 3. | 3. |
| 4. | 4. | 4. |
| 5. | 5. | 5. |
| **#.** | **BMP Title** |
| Narrative description of BMP | 1.  | 1.  | 1.  |
| 2. | 2. | 2. |
| 3. | 3. | 3. |
| 4. | 4. | 4. |
| 5. | 5. | 5. |
| **Permit Ref.** | **3.5.5: Waste Management**Measures to require construction site operators to control waste such as discarded building materials, concrete truck washout, chemicals, litter, and sanitary waste at the construction site that may cause adverse impact to water quality. *[this must be implemented locally, the MS4 cannot rely on NCG010000 to meet this requirement]* |
| **BMP No.** | **A** | **B** | **C** | **D** |
| **Description of BMP** | **Measurable Goal(s)** | **Schedule for Implementation** | **Annual Reporting Metric** |
| **#.** | **BMP Title** |
|  | 1.  | 1.  | 1.  |
| 2. | 2. | 2. |
| 3. | 3. | 3. |
| 4. | 4. | 4. |

# Part 9: post-Construction Site Runoff Control Program

This SWMP identifies the minimum elements to develop, implement and enforce a program to address stormwater runoff from new development and redevelopment projects that disturb greater than or equal to one acre, including projects less than one acre that are part of a larger common plan of development or sale, that are located within the MS4name and discharge into the MS4. These elements are designed to minimize water quality impacts utilizing a combination of structural Stormwater Control Measures (SCMs) and/or non-structural BMPs appropriate for the community, and ensure adequate long-term operation and maintenance of SCMs.

In accordance with 15A NCAC 02H .0153 and .1017, the MS4name implements the following State post-construction program requirements, which satisfy the NPDES Phase II MS4 post-construction site runoff control requirements as Qualifying Alternative Programs (QAPs) in the MS4 area(s) where they are implemented.

Table 18: Qualifying Alternative Program(s) for Post-Construction Site Runoff Control Program *[delete rows that do not apply and include sufficient references for DEQ to confirm that state requirements are being met for each locally implemented QAP claimed. Specific BMPS must be listed in Table 19 if the state requirements are not fully met with the listed references.]*

|  |  |  |
| --- | --- | --- |
| State QAP Name | State Requirements | Local Ordinance / Regulatory Mechanism Reference |
| None | N/A | N/A |
| Water Supply Watershed (WS-I) | 15A NCAC 2B .0620 - .0624 |  |
| Water Supply Watershed (WS-II) | 15A NCAC 2B .0620 - .0624 |  |
| Water Supply Watershed (WS-III) | 15A NCAC 2B .0620 - .0624 |  |
| Water Supply Watershed (WS-IV) | 15A NCAC 2B .0620 - .0624 |  |
| Neuse River Basin Nutrient Sensitive (NSW) Management Strategy | 15A NCAC 2B .0235 |  |
| Tar-Pamlico River Basin Nutrient Sensitive (NSW) Management Strategy | 15A NCAC 2B .0258 |  |
| Randleman Lake Water Supply Watershed Nutrient Management Strategy | 15A NCAC 2B .0251 |  |
| Universal Stormwater Management Program | 15A NCAC 2H .1020 |  |

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*[If the state program requirements listed above do not cover the entire MS4 permitted area and/or the MS4 implements multiple state programs from the list above, then insert map(s) which clearly indicate where each program applies.]*

*[Delete paragraph if implementing QAPs that cover the entire permitted jurisdictional area]* The MS4name has existing requirements other than Qualifying Alternative Program(s) for implementation of the NPDES Phase II MS4 post-construction program requirements. These existing requirements are codified in local ordinance(s), and implementation is further defined in guidance, manuals and/or standard operating procedure(s) as summarized in Table 19 below.

Table 19: Summary of Existing Post-Construction Program Elements *[Delete table if implementing QAPs that cover the entire permitted jurisdictional area]*

*[List all code references and/or documents that apply to the referenced permit requirement, add lines as needed for individual entries. Provide sufficient references for NCDEQ to confirm that a compliant program is being implemented. Specific BMPS must be listed in Table 19 if the permit requirement is not fully met with the listed references.]*

|  |  |  |
| --- | --- | --- |
| Permit Requirements for **Plan Review and Approval**  | Municipal Ordinance/Code Reference(s) and/or Document Title(s)  | Date Adopted |
| 3.6.2(a) Authority |  |  |
| 3.6.3(a) & 15A NCAC 02H.0153(c) Federal, State & Local Projects |  |  |
| 3.6.3(b) Plan Review |  |  |
| 3.6.3(c) O&M Agreement |  |  |
| 3.6.3(d) O&M Plan |  |  |
| 3.6.3(e) Deed Restrictions/Covenants |  |  |
| 3.6.3(f) Access Easements |  |  |
| Permit Requirements for **Inspections and Enforcement**  | Municipal Ordinance/Code Reference(s) and/or Document Title(s)  | Date Adopted |
| 3.6.2(b) Documentation |  |  |
| 3.6.2(c) Right of Entry |  |  |
| 3.6.4(a) Pre-CO Inspections |  |  |
| 3.6.4(b) Compliance with Plans |  |  |
| 3.6.4(c) Annual SCM Inspections |  |  |
| 3.6.4(d) Low Density Inspections |  |  |
| 3.6.4(e) Qualified Professional |  |  |
| Permit Requirements for **Fecal Coliform Reduction**  | Municipal Ordinance/Code Reference(s) and/or Document Title(s)  | Date Adopted |
| 3.6.6(a) Pet Waste |  |  |
| 3.6.6(b) On-Site Domestic Wastewater Treatment |  |  |
|  |  |  |

The annual reporting metrics for the post construction program are provided in Table 20: Post Construction Site Runoff Control BMPs below.

| **Table 20: Post Construction Site Runoff Control BMPs** |
| --- |
| **Permit Ref.** | **3.6.5(a), 3.6.5(b), and 4.1.3: Minimum Post-Construction Reporting Requirements**Measures to document activities over the course of the fiscal year (July 1 – June 30) including appropriate information to accurately describe progress, status, and results. *[These BMPs, measurable goals and annual reporting metrics are required for all post-construction programs and QAPs. Do not edit this BMP.]* |
| **BMP No.** | **A** | **B** | **C** | **D** |
| **Description of BMP** | **Measurable Goal(s)** | **Schedule for Implementation** | **Annual Reporting Metric** |
| **#.** | **Standard Reporting**  |
| Implement standardized tracking, documentation, inspections and reporting mechanisms to compile appropriate data for the annual self-assessment process. Data shall be provided for each Post-Construction/ Qualifying Alternative Program being implemented as listed in Tables 18 and 19. | 1. Track number of low density and high density plan reviews performed. | 1. ContinuouslyPermit Years 1-5  | 1. Number of plan reviews performed for low density and high density. |
| 2. Track number of low density and high density plans approved. | 2. Continuously Permit Years 1-5 | 2. Number of plan approvals issued for low density and high density. |
| 3. Maintain a current inventory of low density projects and constructed SCMs including SCM type or low density acreage, location and last inspection date. | 3. ContinuouslyPermit Years 1-5  | 3. Summary of number and type of SCMs added to the inventory; and number and acreage of low density projects constructed. |
| 4. Track number of SCM inspections performed. | 4. Continuously Permit Years 1-5 | 4. Number of SCM inspections. |
| 5. Track number of low density inspections performed. | 5. Continuously Permit Years 1-5 | 5. Number of low density projects inspected. |
| 6. Track number and type of enforcement actions taken. | 6. Continuously Permit Years 1-5 | 6. Number of enforcement actions issued. |
| **Permit Ref.** | **2.3 and 3.6: Qualifying Alternative Program(s)** Measures to develop, implement and enforce additional BMPs in order to comply with the QAP state program requirements. *[Delete if not implementing QAPs. If implementing multiple QAPs, add a section for each QAP. If existing post-construction elements in Table 18 do not fully meet the state program requirements, then provide specific BMPs to fully implement a compliant program. If the references in Table 18 demonstrate full compliance with the program requirements, then insert “The QAP requirements are fully met by the existing QAP for post-construction, see references provided in Table 18.]* |
| **BMP No.** | **A** | **B** | **C** | **D** |
| **Description of BMP** | **Measurable Goal(s)** | **Schedule for Implementation** | **Annual Reporting Metric** |
|  |  |
| **#.** |  |
|  | 1.  | 1.  | 1.  |
| 2.  | 2.  | 2.  |
| 3.  | 3.  | 3.  |
| **Permit Ref.** | **3.6.2: Legal Authority**Measures to maintain adequate legal authorities through ordinance or other regulatory mechanism to: (a) review designs and proposals for new development and redevelopment to determine whether adequate stormwater control measures will be installed, implemented, and maintained, (b) request information such as stormwater plans, inspection reports, monitoring results, and other information deemed necessary to evaluate compliance with the Post-Construction Stormwater Management Program, and (c) enter private property for the purpose of inspecting at reasonable times any facilities, equipment, practices, or operations related to stormwater discharges to determine whether there is compliance with the Post-Construction Stormwater Management Program. *[Delete if only implementing QAPs. If existing post-construction elements in Table 19 do not fully meet the permit requirements, then provide specific BMPs to fully implement a compliant program. If the references in Table 19 demonstrate full compliance with the permit requirements, then insert “This permit requirement is fully met by the existing post-construction program, see references provided in Table 19.]* |
| **BMP No.** | **A** | **B** | **C** | **D** |
| **Description of BMP** | **Measurable Goal(s)** | **Schedule for Implementation** | **Annual Reporting Metric** |
| **#.** | **BMP Title** |
| Narrative description of BMP | 1.  | 1.  | 1.  |
| 2. | 2. | 2. |
| 3. | 3. | 3. |
| 4. | 4. | 4. |
| 5. | 5. | 5. |
| **#.** | **BMP Title** |
| Narrative description of BMP | 1.  | 1.  | 1.  |
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| 3. | 3. | 3. |
| 4. | 4. | 4. |
| 5. | 5. | 5. |
| **Permit Ref.** | **3.6.3: Plan Review and Approval**Measures to maintain plan review and approval authority, standards and procedures to: (a) Require Federal, State, and local government projects to comply with Post-Construction Program requirements throughout the entire MS4 permitted area, unless the entity is subject to its own NPDES MS4 permit or a qualifying alternative program, (b) Conduct site plan reviews of all new development and redeveloped sites that disturb greater than or equal to one acre, and sites that disturb less than one acre that are part of a larger common plan of development or sale for compliance with 15A NCAC 02H .1017 and the qualifying alternative programs that apply within your jurisdiction, (c) Ensure that each project has an Operation and Maintenance Agreement that complies with 15A NCAC 02H .1050(12), (d) Ensure that each project has an Operation and Maintenance Plan that complies with 15A NCAC 02H .1050(13), (e) Ensure that each project has recorded deed restrictions and protective covenants, that require the project to be maintained consistent with approved plans, and (f) Ensure that each SCM and associated maintenance accesses be protected in a permanent recorded easement per 15A NCAC 02H 1050 (9) and (10).  *[Delete if only implementing QAPs. If existing post-construction elements in Table 19 do not fully meet the permit requirements, then provide specific BMPs to fully implement a compliant program. If the references in Table 19 demonstrate full compliance with the permit requirements, then insert “This permit requirement is fully met by the existing post-construction program, see references provided in Table 19.]* |
| **BMP No.** | **A** | **B** | **C** | **D** |
| **Description of BMP** | **Measurable Goal(s)** | **Schedule for Implementation** | **Annual Reporting Metric** |
| **#.** | **BMP Title** |
| Narrative description of BMP | 1.  | 1.  | 1.  |
| 2. | 2. | 2. |
| 3. | 3. | 3. |
| 4. | 4. | 4. |
| 5. | 5. | 5. |
| **#.** | **BMP Title** |
| Narrative description of BMP | 1.  | 1.  | 1.  |
| 2. | 2. | 2. |
| 3. | 3. | 3. |
| 4. | 4. | 4. |
| 5. | 5. | 5. |
| **#.** | **BMP Title** |
| Narrative description of BMP | 1.  | 1.  | 1.  |
| 2. | 2. | 2. |
| 3. | 3. | 3. |
| 4. | 4. | 4. |
| 5. | 5. | 5. |
| **Permit Ref.** | **3.6.4: Inspections and Enforcement**Measures to maintain inspection and enforcement authority, standards and procedures to: (a) Conduct post-construction inspections prior to issuing a Certificate of Occupancy or a Temporary Certificate of Occupancy. Alternatively, the project owner may provide a surety bond to guarantee compliance with the approved plan(s), (b) Ensure that the project has been constructed in accordance with the approved plan(s), (c) Ensure annual inspection of each permitted SCM to ensure compliance with the approved Operation and Maintenance Agreement, (d) Ensure inspection of low density projects at least once during the permit term, and (e) Require that inspections be conducted by a qualified professional. *[Delete if only implementing QAPs. If existing post-construction elements in Table 19 do not fully meet the permit requirements, then provide specific BMPs to fully implement a compliant program. If the references in Table 19 demonstrate full compliance with the permit requirements, then insert “This permit requirement is fully met by the existing post-construction program, see references provided in Table 19.]* |
| **BMP No.** | **A** | **B** | **C** | **D** |
| **Description of BMP** | **Measurable Goal(s)** | **Schedule for Implementation** | **Annual Reporting Metric** |
| **#.** | **BMP Title** |
| Narrative description of BMP | 1.  | 1.  | 1.  |
| 2. | 2. | 2. |
| 3. | 3. | 3. |
| 4. | 4. | 4. |
| 5. | 5. | 5. |
| **#.** | **BMP Title** |
| Narrative description of BMP | 1.  | 1.  | 1.  |
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| **Permit Ref.** | **3.6.6: Fecal Coliform Reduction**Measures to control, to the maximum extent practicable, sources of fecal coliform per 15A NCAC 02H .1017(7). At a minimum, the program shall include: (a) A pet waste management component, which may be achieved by revising an existing litter ordinance, and (b) An on-site domestic wastewater treatment system component, if applicable, which may be coordinated with local county health department, to ensure proper operation and maintenance of such systems. *[Delete if only implementing QAPs. If existing post-construction elements in Table 19 do not fully meet the permit requirements, then provide specific BMPs to fully implement a compliant program. If the references in Table 19 demonstrate full compliance with the permit requirements, then insert “This permit requirement is fully met by the existing post-construction program, see references provided in Table 19.]* |
| **BMP No.** | **A** | **B** | **C** | **D** |
| **Description of BMP** | **Measurable Goal(s)** | **Schedule for Implementation** | **Annual Reporting Metric** |
| **#.** | **BMP Title** |
| Narrative description of BMP | 1.  | 1.  | 1.  |
| 2. | 2. | 2. |
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| 5. | 5. | 5. |
| **#.** | **BMP Title** |
| Narrative description of BMP | 1.  | 1.  | 1.  |
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# Part 10: Pollution Prevention and Good Housekeeping Programs

This SWMP provides a comprehensive pollution prevention and good housekeeping strategy for the MS4name municipal facilities and operations. Pollution prevention and good housekeeping is accomplished through the implementation of seven required programs, which collectively address the ultimate goal of preventing or reducing pollutant runoff from municipal operations such as parks and open space maintenance, fleet and building maintenance, new construction and land disturbances, and municipal storm sewer system maintenance.

Pollution prevention and good housekeeping for municipal operations includes the following programs:

1. Municipal Facilities Operation and Maintenance Program
2. Spill Response Program
3. MS4 Operation and Maintenance Program
4. Municipal SCM Operation and Maintenance Program
5. Pesticide, Herbicide and Fertilizer Management Program
6. Vehicle and Equipment Maintenance Program
7. Pavement Management Program

The MS4name will manage, implement and report the pollution prevention and good housekeeping BMPs as specified in Table 21 below for each required program.

| **Table 21: Pollution Prevention and Good Housekeeping BMPs** |
| --- |
| **Permit Ref.** | **3.7.1: Municipal Facilities Operation and Maintenance Program**Measures to manage facilities that are owned and operated by the permittee and have the potential for generating polluted stormwater runoff. The permittee shall maintain a current inventory of municipal facilities; perform facility inspections and routine maintenance; establish specific frequencies, schedules, and standard documentation; provide staff training on general stormwater awareness and implementing pollution prevention and good housekeeping practices. *[Please note that at a minimum, NCDEQ will require that all inventoried municipal facilities be inspected once per permit term to determine pollution potential, and facilities with potential be inspected at least annually]* |
| **BMP No.** | **A** | **B** | **C** | **D** |
| **Description of BMP** | **Measurable Goal(s)** | **Schedule for Implementation** | **Annual Reporting Metric** |
| **#.** | **BMP Title** |
| Narrative description of BMP | 1.  | 1.  | 1.  |
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| **#.** | **BMP Title** |
| Narrative description of BMP | 1.  | 1.  | 1.  |
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| **#.** | **BMP Title** |
| Narrative description of BMP | 1.  | 1.  | 1.  |
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| **Permit Ref.** | **3.7.2: Spill Response Program**Measures for facilities and operations that store and/or use materials that have the potential to contaminate stormwater runoff if spilled. The permittee shall maintain written spill response procedures and train staff on spill response procedures. |
| **BMP No.** | **A** | **B** | **C** | **D** |
| **Description of BMP** | **Measurable Goal(s)** | **Schedule for Implementation** | **Annual Reporting Metric** |
| **#.** | **BMP Title** |
| Narrative description of BMP | 1.  | 1.  | 1.  |
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| **#.** | **BMP Title** |
| Narrative description of BMP | 1. | 1. | 1. |
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| **Permit Ref.** | **3.7.3: MS4 Operation and Maintenance Program**Measures to minimize pollutants in the stormwater collection system. The permittee shall provide operation and maintenance staff training on stormwater awareness and pollution prevention, perform MS4 inspections, maintain the collection system including catch basins and conveyances; and establish specific frequencies, schedules, and standard documentation. |
| **BMP No.** | **A** | **B** | **C** | **D** |
| **Description of BMP** | **Measurable Goal(s)** | **Schedule for Implementation** | **Annual Reporting Metric** |
| **#.** | **BMP Title** |
| Narrative description of BMP | 1.  | 1.  | 1.  |
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| 5. | 5. | 5. |
| **#.** | **BMP Title** |
| Narrative description of BMP | 1.  | 1.  | 1.  |
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| 5. | 5. | 5. |
| **.** | **BMP Title** |
| Narrative description of BMP | 1.  | 1.  | 1.  |
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| **Permit Ref.** | **3.7.4: Municipal SCM Operation and Maintenance Program**Measures to manage municipally-owned, operated, and/or maintained structural stormwater control measures (SCMs) that are installed for compliance with the permittee’s post-construction program. The permittee shall maintain a current inventory of SCMs, perform SCM inspections and maintenance, and shall establish specific frequencies, schedules, and documentation. |
| **BMP No.** | **A** | **B** | **C** | **D** |
| **Description of BMP** | **Measurable Goal(s)** | **Schedule for Implementation** | **Annual Reporting Metric** |
| **#.** | **BMP Title** |
| Narrative description of BMP | 1.  | 1.  | 1.  |
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| **#.** | **BMP Title** |
| Narrative description of BMP | 1.  | 1.  | 1.  |
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| **Permit Ref.** | **3.7.5: Pesticide, Herbicide and Fertilizer Management Program**Measures to minimize water quality impacts from the use of landscape chemicals. The permittee shall provide routine pollution prevention and chemical use, storage and handling training, and shall ensure compliance with permits and applicator certifications. |
| **BMP No.** | **A** | **B** | **C** | **D** |
| **Description of BMP** | **Measurable Goal(s)** | **Schedule for Implementation** | **Annual Reporting Metric** |
| **#.** | **BMP Title** |
| Narrative description of BMP | 1.  | 1.  | 1.  |
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| **#.** | **BMP Title** |
| Narrative description of BMP | 1.  | 1.  | 1.  |
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| **Permit Ref.** | **3.7.6: Vehicle and Equipment Maintenance Program**Measures to prevent and minimize contamination of stormwater runoff from areas used for municipal vehicle and equipment maintenance and/or cleaning. The permittee shall ensure that municipal industrial facilities subject to NPDES industrial permitting comply with those permit requirements, provide routine pollution prevention training to staff, perform routine inspections, and establish specific frequencies, schedules, and documentation. |
| **BMP No.** | **A** | **B** | **C** | **D** |
| **Description of BMP** | **Measurable Goal(s)** | **Schedule for Implementation** | **Annual Reporting Metric** |
| **#.** | **BMP Title** |
| Narrative description of BMP | 1.  | 1.  | 1.  |
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| **#.** | **BMP Title** |
| Narrative description of BMP | 1.  | 1.  | 1.  |
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| **Permit Ref.** | **3.7.7: Pavement Management Program**Measures to reduce pollutants in stormwater runoff from municipally-owned streets, roads, and parking lots within the permittee’s corporate limits. The permittee shall implement measures to control litter, leaves, debris, particulate and fluid pollutants associated with vehicles, and establish specific frequencies, schedules, and documentation. |
| **BMP No.** | **A** | **B** | **C** | **D** |
| **Description of BMP** | **Measurable Goal(s)** | **Schedule for Implementation** | **Annual Reporting Metric** |
| **#.** | **BMP Title** |
| Narrative description of BMP | 1.  | 1.  | 1.  |
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| **#.** | **BMP Title** |
| Narrative description of BMP | 1.  | 1.  | 1.  |
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| 5. | 5. | 5. |