

Stormwater Management Plan
City of Burlington, North Carolina
NCS000428

April 2025



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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 City of Burlington 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 City of Burlington 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 NCS000428, as issued by NCDEQ. This permit covers activities associated with the discharge of stormwater from the MS4 as owned and operated by the City of Burlington and located within the corporate limits of the City of Burlington.

In preparing this SWMP, the City of Burlington 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.

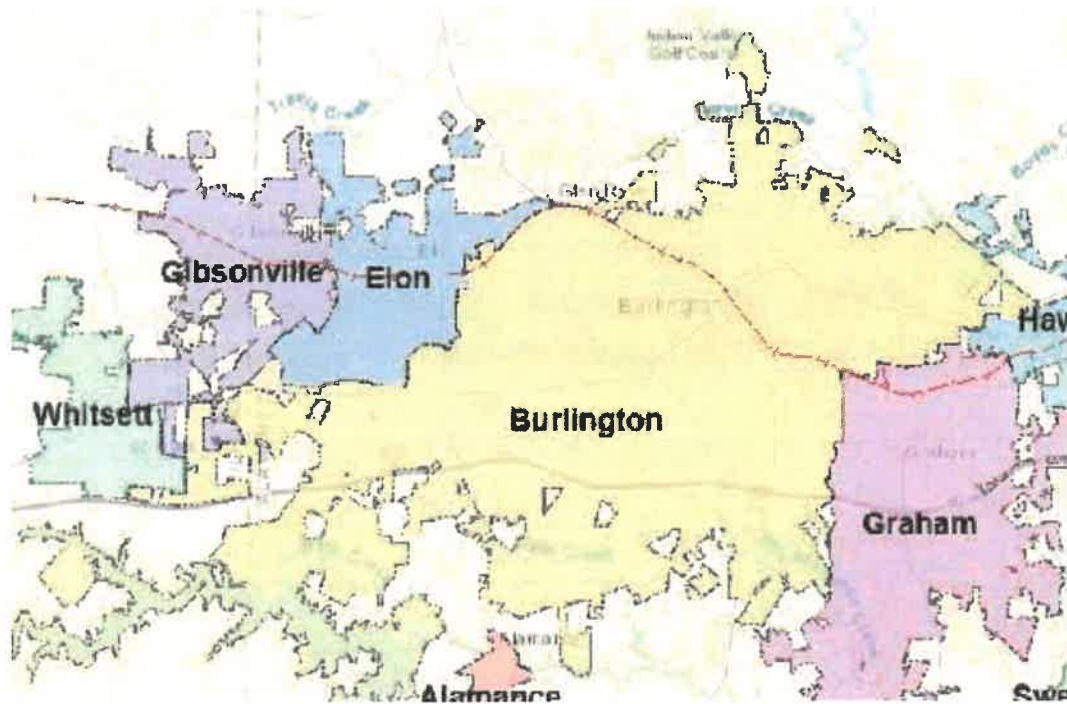
Signature:	
Print Name:	ROBERT C PATTERSON, JR
Title:	EXECUTIVE DIRECTOR - WATER RESOURCES & ENGINEERING
Signed this 16 th day of 2025.	

PART 3: MS4 INFORMATION

3.1 Permitted MS4 Area

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

Figure 3-1: City of Burlington Municipal Limits Map

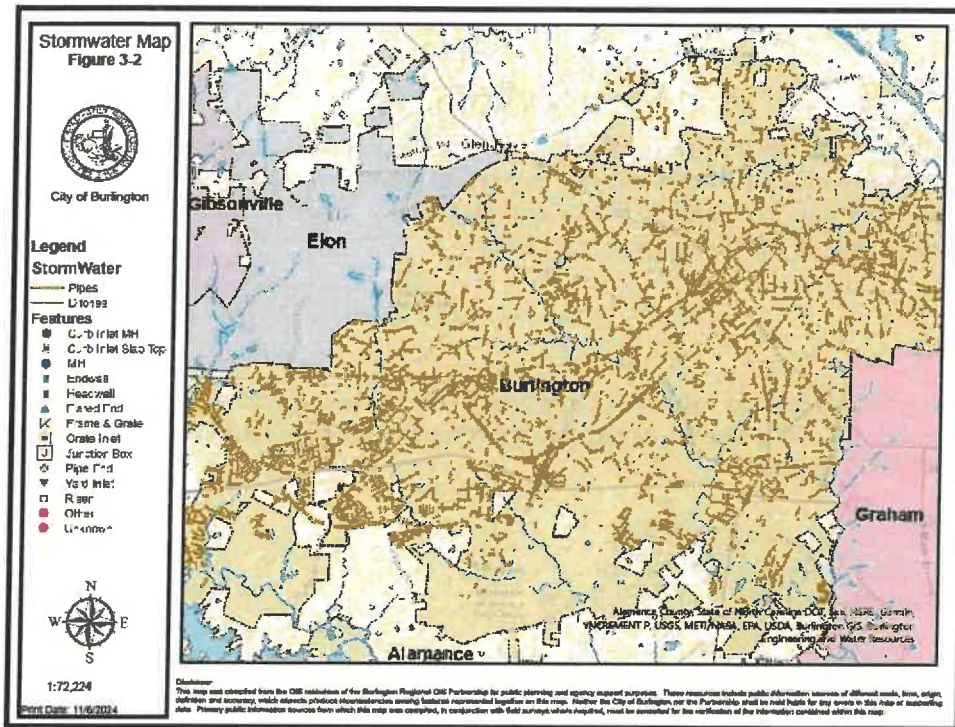


3.2 Existing MS4 Mapping

The current MS4 mapping includes jurisdictional zoning areas for the City of Burlington, catch basins, inlets, pipes, manholes, outfalls, culverts, stormwater discharge points, streams/critical watershed areas, and stream flow directions.

<https://maps.regisnc.org/portal/apps/webappviewer/index.html?id=d127bb800ea94dc9860e0d516d8cd90c#>

Figure 3-2: Existing MS4 Map



As of April 2025, the City of Burlington has mapped approximately 98% of all outfalls. However, when these points were mapped, they were not all labeled as outfalls. For this reason, the City has hired Blue Stream Environmental to inventory and correctly label all outfalls. The anticipated completion date is December 2026.

Table 1: Summary of Current MS4 Mapping

Percent of MS4 Area Mapped	98	%
No. of Major Outfalls* Mapped	See above	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 \geq 2-acres.*

3.3 Receiving Waters

The City of Burlington MS4 is located within the Cape Fear 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](#)
- [Impaired Waters and TMDL Map](#)
- Most recent NCDEQ Final [303\(d\) List](#)

Table 2: Summary of MS4 Receiving Waters

Receiving Water Name	Stream Index / AU Number	Water Quality Classification	303(d) Listed Parameter(s) of Interest
Back Creek (Little Creek)	16-19-5	C;NSW	No
Big Alamance Creek	16-19-(44.5a)	WS;V;NSW	No
Bowden Branch	16-19-11-2	C;NSW	No
Gum Creek	16-19-7	C;NSW	No
Haw River	16-(1)a	WSV;NSW	Benthos (Nar, Al, FW)
Little Alamance Creek(Gant Lake, Mays Lake)(Alamance County)	16-19-11	WS;V;NSW	No
Servis Creek	16-15	C;NSW	No
Staley Creek	16-15-1	C;NSW	No
Stony Creek (Lake Burlington)	16-14-(1)b	WSII;HQW,NSW	Benthos (Nar, Al, FW)
Stony Creek (Stony Creek Reservoir)	16-14-(5.5)a	WSII;HQW,NSW,CA	Chlorophyll a

3.4 MS4 Interconnection

The City of Burlington MS4 is interconnected with another regulated MS4 and directly receives stormwater from the City of Graham MS4. The number of interconnections entering the City of Burlington MS4 from The City of Graham is the upper reach of Bowden Branch, as determined by MS4 mapping. The City of Burlington MS4 is interconnected with another regulated MS4 and directly receives stormwater from the Town of Elon MS4. The number of interconnections entering the City of Burlington MS4 from the Town of Elon MS4 is Gum Creek, Bowden Creek, and Little Alamance Creek, as determined by MS4 mapping.

The City of Burlington MS4 is interconnected with another regulated MS4 and directly discharges stormwater into the Town of Elon MS4. The number of interconnections leaving the Town of Elon MS4 to The City of Burlington is Gum Creek, Bowden Creek, and Little Alamance Creek, as determined by MS4 mapping.

The MS4 does interconnect with the statewide NCDOT MS4 and includes:

- The interconnection is receiving stormwater from the NCDOT MS4. The number of interconnections is unknown. Quantity: N/A
- The interconnection is discharging stormwater into the NCDOT MS4. The number of interconnections is unknown. Quantity: N/A
- The City of Burlington MS4 mapping does identify interconnections with the NCDOT MS4.

- d. The City of Burlington MS4 mapping does include NCDOT MS4 outfalls.

3.5 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](#). 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)
See below			

The City of Burlington has an approved Category 4b Plan for Little Alamance Creek. No particular pollutant was identified. Little Alamance Creek was determined to be impaired for Benthic Biology.

3.6 Endangered and Threatened Species and Critical Habitat

Significant populations of threatened or endangered species and/or critical habitat are 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 and Listed species believe to or known to occur in North Carolina map as provided by the U.S. Fish and Wildlife Service, 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
<i>Perimyotis subflavus</i>	Tricolored Bat	Mammals	Endangered
<i>Danaus plexippus</i>	Monarch Butterfly	Insect	Endangered

3.7 Industrial Facility Discharges

The City of Burlington MS4 jurisdictional area includes the following industrial facilities which hold NPDES Industrial Stormwater Permits, as determined from the NCDEQ Maps & Permit Data web page.

Table 5: NPDES Stormwater Permitted Industrial Facilities

Permit Number	Facility Name
NCG020012	Burlington Quarry
NCG020179	Martin Marietta
NCG030188	Hydro Extrusion USA Inc
NCG060040	Mount Vernon Chemicals Ind. LLC
NCG080315	The Place
NCG080431	Carolina Tank Lines Incorporated
NCG080706	Equipment Services Burlington
NCG080948	Transdev Services – Link Transit
NCG110067	Southside WWTP
NCG110068	Eastside WWTP
NCG140088	Chandler Concrete Plant 605
NCG140089	Chandler Concrete Plant 601
NCG140342	Concrete Supply Co – Hatchery Rd Plant
NCG140514	TBMNC
NCG150044	Burlington-Alamance Airport Authority
NCG160121	Apac Atlantic Inc – Burlington Plant 42508
NCG170202	Elevate Textiles – Burlington Fishing Plant
NCG170241	Glen Raven Custom Fabrics LLC
NCG170242	Shawmut Park Ave. LLC
NCG170427	McComb Industries LLC
NCG200346	Commercial Metals Company
NCG200483	OK Sales Inc
NCG210149	UFP Mid-Atlantic, LLC
NCG240030	Mebane Shrubbery
NCGNE0091	Homac Corporation
NCGNE0106	Burlington Chemical Co
NCGNE0287	Gold Toe Brands Inc.
NCGNE0479	Wicker Services Inc
NCGNE0526	Ken Smith Yarn Company
NCGNE0935	Holt Sublimation Holdings, LLC
NCGNE0994	Rego Cryo-Flo Division of Engineered Control
NCGNE1125	Caraustar Burlington Rigid Box Plant
NCGNE1238	Honda Aero
NCGNE1459	Glen Raven Inc. Materials Solution Group

3.8 Non-Stormwater Discharges

The water quality impacts of non-stormwater discharges have been evaluated by the City of Burlington as summarized in Table 6 below. The unpermitted non-stormwater flows listed as incidental do not significantly impact water quality. The City of Burlington 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 required that other non-stormwater flows be specifically controlled by the City of Burlington

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 City of Burlington to determine whether they may significantly impact water quality.

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

3.9 Target Pollutants and Sources

In addition to those target pollutants identified above, the City of Burlington is aware of other significant water quality issues within the permitted MS4 area.

Based upon multiple citizen complaints as well as staff investigations, the City of Burlington has identified littering from various businesses to be an ongoing issue throughout the MS4.

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 City of Burlington has evaluated schools, homeowners and businesses as target audiences that are likely to have significant stormwater impacts.

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 and Outreach, IDDE, Public Involvement and Participation
Yard Waste	Residents, Businesses	Public Education and Outreach, IDDE

PART 4: STORMWATER MANAGEMENT PROGRAM ADMINISTRATION

4.1 Organizational Structure

The City of Burlington Engineering Department and Public Works is partly responsible for the implementation of the City's SWMP.

STORMWATER ORGANIZATION CHART

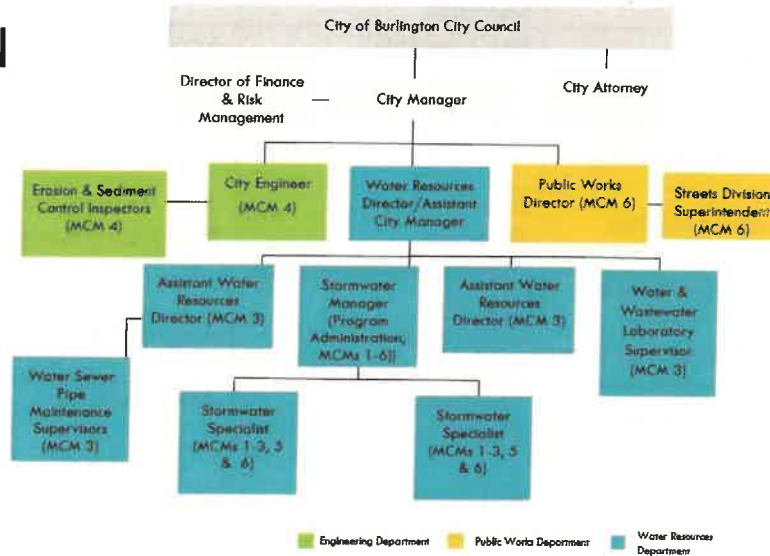


Table 8: Summary of Responsible Parties

SWMP Component	Responsible Position	Staff Name	Department
Stormwater Program Administration	Environmental Programs Manager	Amy Barber	Water Resources
SWMP Management	Environmental Programs Manager	Amy Barber	Water Resources
Public Education & Outreach	Stormwater SMART Environmental Programs Manager Environmental Specialists	Danika Heflin/Amy Barber/Matt Reid/Danny Scales	PTRC/Water Resources
Public Involvement & Participation	Environmental Programs Manager	Amy Barber	Water Resources

Illicit Discharge Detection & Elimination	Environmental Programs Manager/Environmental Specialists	Amy Barber/Matt Reid/Danny Scales	Water Resources
Construction Site Runoff Control	Assistant City Engineer	David Bowman	Engineering
Post-Construction Stormwater Management	Environmental Programs Manager/Environmental Specialist	Amy Barber/Matt Reid	Water Resources
Pollution Prevention/Good Housekeeping for Municipal Operations	Environmental Programs Manager/Environmental Specialist	Amy Barber/Matt Reid/Danny Scales	Water Resources
Municipal Facilities Operation & Maintenance Program	Environmental Programs Manager/Environmental Specialist	Amy Barber/Matt Reid/Danny Scales	Water Resources
Spill Response Program	Environmental Programs Manager	Amy Barber	Water Resources
MS4 Operation & Maintenance Program	Environmental Programs Manager	Amy Barber	Water Resources
Municipal SCM Operation & Maintenance Program	Environmental Programs Manager	Amy Barber	Water Resources
Pesticide, Herbicide & Fertilizer Management Program	Environmental Programs Manager	Amy Barber	Water Resources
Vehicle & Equipment Cleaning Program	Equipment Services	Gary Smith	Public Works
Pavement Management Program	Equipment Services	Gary Smith	Public Works
Total Maximum Daily Load (TMDL) Requirements	NA	NA	NA

4.2 Program Funding and Budget

In accordance with the issued permit, the City of Burlington 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.

The City of Burlington is currently on a flat-rate fee structure to fund the stormwater program. The fee is currently \$7.00/month from all utility customers within municipal limits. To help increase staffing and equipment needs, the City of Burlington has hired a consultant to assist with transitioning to an impervious-based fee structure.

4.3 Shared Responsibility

The City of Burlington 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 City of Burlington remains responsible for compliance if the other entity fails to perform the permit obligation, and may be subject to enforcement action if neither the City of Burlington 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.

Table 9: Shared Responsibilities

SWMP BMP or Permit Requirement	Implementing Entity & Program Name	Legal Agreement (Y/N)
3.2.2 and 3.2.4 Outreach to Target Audiences, 3.3.2 Volunteer Opportunities	Piedmont Triad Regional Council Stormwater SMART	Y
3.5.1 – 3.5.4 Construction Site Runoff Control	City of Burlington Engineering Department	N

4.4 Co-Permittees

There are no other entities applying for co-permittee status under the NPDES MS4 permit number NCS000428 for the City of Burlington. Table 10 summarizes contact information for each co-permittee.

Table 10: Co-Permittee Contact Information

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

4.5 Measurable Goals for Program Administration

The City of Burlington 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 Program Implementation 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.			
BMP No.	A	B	C	D
	Description of BMP	Measurable Goal(s)	Schedule for Implementation	Annual Reporting Metric
1.	Annual Self-Assessment			
	Evaluate the performance and effectiveness of the program components at least annually. Results shall be used to modify the program components as necessary to accomplish the intent of the Stormwater Program.	1. Prepare, conduct and document an annual evaluation of the program components.	1. Annually Permit Years 1 – 5	1. Yes/No
2.	Shared Responsibility (Permit Ref. 1.4)			

Table 11: Program Administration BMPs

	Agreements with entities operating on behalf of the City of Burlington will be reviewed to confirm that the entity has agreed to implement part of the program on the municipality's behalf and that all required documentation will be submitted to the municipality for documentation and reporting purposes.	1. Review all agreements and confirm that they meet all requirements outlined in 1.4 of the MS4 permit.	1. Annually	1. Yes/No
3.	Minimum Control Measures (Permit Ref. 2.2.2)			
	Written programs will be created to assure compliance with part 2.2.2 of the MS4 Permit. Written programs shall be reviewed on an annual basis and modified if needed to best outline the program and needs of the municipality.	1. Develop and maintain written programs for all minimum control measures.	1. Permit Year 1	1. Yes/No
		2. Review written programs and modify/update.	2. Annually for permit years 2-5	2. Yes/No
4.	Funding and Staffing (Permit Ref. 2.1.1)			
	The funding and staffing status of the program will be evaluated by appropriate City/Town staff to confirm that the program is meeting permit requirements.	1. Review and analyze the current funding and staffing of the program.	1. Annually	1. Adequate/inadequate
5.	Web Site (Permit Ref. 2.1.7, 3.2.3, 3.4.6, and 3.6.5 c) 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.			
	Maintain the stormwater website to provide information regarding the stormwater program, MS4 permit requirements, SWMP, applicable ordinances, hot line/help line number, links to City of Burlington Engineers Office for Erosion Control information, City of Burlington target pollutants, educational material, and volunteer opportunities.	1. Maintain and update the stormwater website, upload new material as needed.	1. Annually for permit years 1-5	1. Report the date of review and updates
		2. Set a hit-counter to monitor engagement and exposure. Reset annually.	2. Permit years 1-5	2. Report the number of hits
6.	Stormwater Hotline (Permit Ref. 3.2.5, 3.4.6) Measures for a stormwater hotline/helpline for the purpose of education and outreach and IDDE			

Table 11: Program Administration BMPs				
	A hotline will be maintained for citizens to ask stormwater questions and report stormwater issues. The hotline mechanism will continue to be advertised on the stormwater webpage.	1. Train responsible parties in general stormwater knowledge, appropriate contacts for stormwater questions, and citizen opportunities within the stormwater program	1. Annually for permit years 1-5 and as new stormwater staff join	1. Number of newly trained staff
		2. Maintain a call log with all pertinent information including date of call, name, address, phone number, and type of call	2. Annually	2. Report the number of calls
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
7.	Permit Renewal Application			
	Submit a permit renewal application and Draft SWMP no later than 180 prior to permit expiration.	1. Draft SWMP applicable to the proceeding 5 years following permit re-issuance.	1. Permit Year 5	1. Yes/No
		2. Certify the stormwater permit renewal application (Permit renewal application form and Draft SWMP for the next 5-year permit cycle) and submit to NCDEQ at least 180 days prior to permit expiration.	2. Permit Year 5	2. Date of permit renewal application submittal

PART 5: PUBLIC EDUCATION AND OUTREACH PROGRAM

The City of Burlington 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 City of Burlington 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/Yard Waste	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 City of Burlington will manage, implement and report the following public education and outreach BMPs.

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
8.	Public Educational Materials			
	Distribute stormwater educational materials to appropriate audiences that cover target pollutants	1. Distribute stormwater educational materials via quarterly newsletters in utility bills	1. Quarterly for permit years 1-5	1. Number of stormwater educational articles
		2. Distribute stormwater educational materials at annual Carousel Festival	2. Annually for permit years 1-5	2. Number of materials distributed

Table 13: Public Education and Outreach BMPs				
		3. Distribute stormwater educational materials at stream cleanup events	3. Annually for permit years 1-5	3. Number of materials distributed
		4. Post about target pollutants on stormwater webpage and/or Stormwater SMART media	4. Quarterly for permit years 1-5	4. Number of social media posts
		5. Distribute IDDE and FOG flyers to local businesses	5. Annually for permit years 1-5	5. Number of flyers distributed
9.	Partnership with Piedmont Triad Regional Council Stormwater SMART			
	Continue to engage with PTRC Stormwater SMART throughout permit term	1. Establish legal agreement	1. Permit year 1	1. Yes/No/Status
		2. Meet quarterly to ensure commitments are met	2. Quarterly throughout permit years 1-5	2. Yes/No/Status
10.	City Sponsored Events			
	Distribute information on stormwater during at least one City-sponsored event	1. Develop or identify at least one informational handout for distribution at the event that covers a target pollutant	1. Annually, permit years 1-5	1. Yes/No/Status
		2. Staff the event chosen and document the number of handouts distributed	2. Annually, permit years 1-5	2. Number of handouts distributed
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
11.	Maintain Stormwater Website			
	Covered in BMP 5	Covered in BMP 5	Covered in BMP 5	Covered in BMP 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

Table 13: Public Education and Outreach BMPs

12.	Maintain Hotline			
	A hotline will be maintained for citizens to ask stormwater questions and report stormwater issues. The hotline mechanism will continue to be advertised on the stormwater webpage.	1. Train responsible parties in general stormwater knowledge, appropriate contacts for stormwater questions, and citizen opportunities within the stormwater program	1. Annually for permit years 1-5 and as new stormwater staff join	1. Report number of newly trained employees
		2. Maintain a call log with all pertinent information including date of call, name, address, phone number, and type of call	2. Annually for permit years 1-5	2. Report number of calls

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 City of Burlington 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
13.	Stormwater Committee			
	City staff will investigate the need for a stormwater committee or bring an annual stormwater agenda item for public input to City Council meetings following the annual assessment	1. Determine community interest in a stormwater committee through a survey, social media posts, or other mechanism	1. Permit year 1	1. Yes/No
		2. Form stormwater committee and schedule meetings, or if no committee is formed, schedule an annual stormwater agenda item for City Council meeting	2. Annually for permit years 2-5	2. Report the meeting date(s)
		3. Present findings from annual self assessment and allow for public input during the meeting	3. Annually for permit years 2-5, following annual self-assessment	3. Report meeting date for annual self-assessment for public input
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
14.	City-sponsored Volunteer Opportunities			
	Provide at least one City-sponsored volunteer opportunity such as stream cleanups or volunteer monitoring	1. Develop or identify at least one volunteer activity that addresses a target pollutant	1. Annually, permit years 1-5	1. Yes/No
		2. Coordinate and host the activity	2. Annually, permit years 1-5	2. Report number of participants

Table 14: Public Involvement and Participation BMPs

		3.	3.	3.
		4.	4.	4.
		5.	5.	5.

PART 7: ILLICIT DISCHARGE DETECTION AND ELIMINATION PROGRAM

The City of Burlington 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 Description of BMP	B Measurable Goal(s)	C Schedule for Implementation	D Annual Reporting Metric
15.	Updates to MS4 Map			
	Continue to update MS4 map with information including stormwater conveyances, flow direction, and receiving waters. Update the map annually with newly identified stormwater infrastructure	1. Continue mapping of MS4 system	1. Permit years 1 and 2	1. Percent of system mapped
		2. Develop process for collecting as-built data and incorporating into existing map	2. Permit year 3	2. Yes/No
		3. When new conveyances/outfalls are located or constructed, add to MS4 map	3. Annually	3. Number of outfalls added
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 Description of BMP	B Measurable Goal(s)	C Schedule for Implementation	D Annual Reporting Metric
16.	Legal Authorities			
	Ensure the continued applicability, accuracy, and legal standing of the IDDE provisions in the City's Unified Development Ordinance	1. Evaluate IDDE ordinances and revise as necessary	1. Permit year 4	1. Yes/No

Table 15: Illicit Discharge Detection and Elimination BMPs

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: <ul style="list-style-type: none"> a) Locate priority areas likely to have illicit discharges, b) Conduct routine dry weather outfall inspections, c) Identify illicit discharges and trace sources, d) Eliminate the source(s) of an illicit discharge, and e) Evaluate and assess the IDDE Program. 			
BMP No.	A	B	C	D
	Description of BMP	Measurable Goal(s)	Schedule for Implementation	Annual Reporting Metric
17.	IDDE Plan Document			
	Continue to maintain and implement the written IDDE plan to prevent illicit discharges to the MS4 system	1. Evaluate and assess IDDE plan, standard documentation, forms, and procedures and make changes as necessary	1. Annually, permit years 1-5	1. Yes/No
18.	Conduct Dry Weather Outfall Inspections			
	Perform regular dry weather (no precipitation in previous 72 hours) outfall inspections to proactively identify illicit discharges and connections	1. Perform inspections of all major outfalls as described in the IDDE plan	1. 20% Annually, permit years 1-5	1. Yes/No
		2. Perform inspections of mapped outfalls (not only major outfalls) as described in IDDE plan	2. 20% Annually, permit years 1-5	2. Yes/No
Permit Ref.	3.4.4 & 3.4.6: 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
19.	Track and Document Investigations of Illicit Discharges			

Table 15: Illicit Discharge Detection and Elimination BMPs

	Maintain a tracking system for illicit discharges that includes the date, the illicit discharge was observed, the results of the investigation, and the date the investigation was closed. Identify “hot spot” areas, chronic violators and recurring issues	1. Record illicit discharge investigations including date reported and/or observed, the results of the investigation, any follow-up of the investigation, the date the investigation was closed, the issuance of enforcement actions, and ability to identify chronic violators	1. Annually, permit years 1-5	1. Number of investigations, the number of enforcement actions (number of NOVs issued), the number of investigations closed (number of NOVs resolved), and the number of chronic violators and/or hot spots identified
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 Description of BMP	B Measurable Goal(s)	C Schedule for Implementation	D Annual Reporting Metric
20.	Staff Training			
	Provide training to educate City staff of indicators of potential illicit discharges/connections and illegal dumping and the appropriate avenues through which to report suspected illicit discharge	1. Identify or develop staff training for public services employees	1. Permit year 1	1. Yes/No/Status
		2. Train staff with illicit discharge & detection responsibilities	2. Annually, permit years 1-5	2. Number of staff trained on IDDE responsibilities
		3. Train staff with the potential to discover an illicit discharge during routine work activities	3. Annually, permit years 1-5	3. Number of staff trained on identifying IDDE incidents
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 Description of BMP	B Measurable Goal(s)	C Schedule for Implementation	D Annual Reporting Metric
21.	Maintain Hotline			
	Monitor and maintain a public hotline used for reporting illicit discharges and respond to incoming reports according to IDDE plan	1. Maintain a public hotline (Fixit Burlington)	1. Annually, permit years 1-5	1. Number of reports

PART 8: CONSTRUCTION SITE RUNOFF CONTROL PROGRAM

In accordance with 15A NCAC 02H .0153, the City of Burlington 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

Permit Reference	State or Local Program Name	Legal Authority	Implementing Entity
3.5.1 - 3.5.4	City of Burlington Delegated SPCA Program*	15A NCAC Chapter 04, NCDEQ Approved Delegation	City of Burlington

* The local delegated SPCA Program ordinance(s)/regulatory mechanism(s) can be found at: <https://www.burlingtonnc.gov/153/Erosion-and-Sediment-Control>

The City of Burlington 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 Description of BMP	B Measurable Goal(s)	C Schedule for Implementation	D Annual Reporting Metric
#22	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
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.			
BMP No.	A Description of BMP	B Measurable Goal(s)	C Schedule for Implementation	D Annual Reporting Metric
#23	Control Waste from Construction Sites			

Table 17: Construction Site Runoff Control BMPs

	City staff will be trained annually to report violations of this provision to City of Burlington Engineers Department	1. Conduct annual staff training for reporting improper handling of construction waste to City of Burlington.	1. Annually for permit years 1-5	1. Number of staff trained
	Stormwater staff will review applicable ordinances to ensure construction site control of waste requirement	2. Review applicable ordinance to ensure construction site control of waste requirement	1. Annually for permit years 1-5	1. Yes/No

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 City of Burlington 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 City of Burlington 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

State QAP Name	State Requirements	Local Ordinance / Regulatory Mechanism Reference
Water Supply Watershed (WS-IV)	15A NCAC 2B .0620 - .0624	Stormwater Ordinance, IDDE Ordinance, Subdivision Ordinance

The City of Burlington 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

- **Unified Development Ordinance** - <https://www.burlingtonnc.gov/2048/Unified-Development-Ordinance>

Permit Requirements for Plan Review and Approval	Municipal Ordinance/Code Reference(s) and/or Document Title(s)	Date Adopted
3.6.2(a) Authority	City of Burlington UDO/Chapter 7.4.A	7.16.2019
3.6.3(a) & 15A NCAC 02H.0153(c) Federal, State & Local Projects	City of Burlington UDO/Chapter 7.4.A	7.16.2019
3.6.3(b) Plan Review	City of Burlington UDO/Chapter 2.4.U	7.16.2019
3.6.3(c) O&M Agreement	City of Burlington UDO/Chapter 7.4.K.2	7.16.2019
3.6.3(d) O&M Plan	City of Burlington UDO/Chapter 7.4.K.2.i	7.16.2019
3.6.3(e) Deed Restrictions/Covenants	City of Burlington UDO/Chapter 7.4.K.2.a.iii	7.16.2019
3.6.3(f) Access Easements	City of Burlington UDO/Chapter 7.4.K.8	7.16.2019
Permit Requirements for Inspections and Enforcement	Municipal Ordinance/Code Reference(s) and/or Document Title(s)	Date Adopted
3.6.2(b) Documentation	City of Burlington UDO/Chapter 7.4.K.3	7.16.2019
3.6.2(c) Right of Entry	City of Burlington UDO/Chapter 7.4.K.2.a.ii	7.16.2019
3.6.4(a) Pre-CO Inspections	City of Burlington UDO/Chapter 2.4.U	7.16.2019
3.6.4(b) Compliance with Plans	City of Burlington UDO/Chapter 7.4.K	7.16.2019
3.6.4(c) Annual SCM Inspections	City of Burlington UDO/Chapter 7.4.K.3	7.16.2019
3.6.4(d) Low Density Inspections	City of Burlington UDO/Chapter 7.4.K.3	7.16.2019
3.6.4(e) Qualified Professional	City of Burlington UDO/Chapter 7.4.K.1.b.i	7.16.2019
Permit Requirements for Fecal Coliform Reduction	Municipal Ordinance/Code Reference(s) and/or Document Title(s)	Date Adopted
3.6.6(a) Pet Waste	City of Burlington UDO/Chapter 7.4.J.6	7.16.2019
3.6.6(b) On-Site Domestic Wastewater Treatment	City of Burlington UDO/Chapter 7.4.J.11	7.16.2019

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.			
BMP No.	A	B	C	D
	Description of BMP	Measurable Goal(s)	Schedule for Implementation	Annual Reporting Metric
24.	Standard Reporting			
	Implement standardized tracking, documentation, inspections and reporting mechanisms to compile appropriate data for the annual self-	1. Track number of low density and high-density plan reviews performed.	1. Continuously Permit Years 1-5	1. Number of plan reviews performed for low density and high density.

Table 20: Post Construction Site Runoff Control BMPs

	assessment process. Data shall be provided for each Post-Construction/Qualifying Alternative Program being implemented as listed in Tables 18 and 19.	2. Track the 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. Continuously Permit 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 the number of SCM inspections performed.	4. Continuously Permit Years 1-5	4. Number of SCM inspections.
		5. Track the number of low-density inspections performed.	5. Continuously Permit Years 1-5	5. Number of low-density projects inspected.
		6. Track the number and type of enforcement actions taken.	6. Continuously Permit Years 1-5	6. Number of enforcement actions issued.
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.			
BMP No.	A	B	C	D
	Description of BMP	Measurable Goal(s)	Schedule for Implementation	Annual Reporting Metric
24.	Legal Authority			
	This permit requirement is fully met by the existing post-construction program, see references provided in Table 19	1.	1.	1.
		2.	2.	2.
		3.	3.	3.
		4.	4.	4.
		5.	5.	5.

Table 20: Post Construction Site Runoff Control BMPs

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).			
BMP No.	A	B	C	D
	Description of BMP	Measurable Goal(s)	Schedule for Implementation	Annual Reporting Metric
25.	Plan Review and Approval			
	This permit requirement is fully met by the existing post-construction program, see references provided in Table 19	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.			
BMP No.	A	B	C	D
	Description of BMP	Measurable Goal(s)	Schedule for Implementation	Annual Reporting Metric
26.	Inspection and Enforcement			
	This permit requirement is fully met by the existing post-construction program, see references provided in Table 19	1.	1.	1.
		2.	2.	2.
		3.	3.	3.
		4.	4.	4.

Table 20: Post Construction Site Runoff Control BMPs

		5.	5.	5.
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.			
BMP No.	A	B	C	D
	Description of BMP	Measurable Goal(s)	Schedule for Implementation	Annual Reporting Metric
27.	Fecal Coliform Reduction			
	This permit requirement is fully met by the existing post-construction program, see references provided in Table 19			
		2.	2.	2.
		3.	3.	3.
		4.	4.	4.
		5.	5.	5.

PART 10: POLLUTION PREVENTION AND GOOD HOUSEKEEPING PROGRAMS

This SWMP provides a comprehensive pollution prevention and good housekeeping strategy for the City of Burlington 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 City of Burlington 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.			
BMP No.	A Description of BMP	B Measurable Goal(s)	C Schedule for Implementation	D Annual Reporting Metric
28.	Municipal Owned Facilities			
	The city maintains an inventory of municipal owned facilities	1. Assess and update municipal-owned facilities list with potential to generate pollutant-laden runoff	1. Annually, permit years 1-5	1. Number of municipal-owned facilities
		2. Review and, if needed, update site-specific SWPPPs for all facilities	2. Annually, permit years 1-5	2. Yes/No/Status
29.	Municipal Facilities Operation and Maintenance Program Plan			

Table 21: Pollution Prevention and Good Housekeeping BMPs

	The city inspects all City-owned facilities with the potential to pollute stormwater annually	1. Inspect municipal-owned facilities for compliance with each site-specific SWPPP and correct maintenance issues	1. Annually, permit years 1-5	1. Number of inspections
		2. Review and update site-specific SWPPPs	2. Permit year 2	2. Yes/No/Status
30.	Staff Training			
	Develop or identify a staff training program for general stormwater pollution prevention/spill response/fertilizer training/pavement management and overview of the PPGH plans and provide to appropriate utilities and public works employees	1. Identify or develop staff training program for municipal employees	1. Permit year 1	1. Yes/No/Status
		2. Train staff with PPGH responsibilities, sweeping responsibilities, and staff that work at municipal equipment	2. Permit year 2	2. Number of staff trained
		3. Provide training for new hires	3. Annually, beginning in permit year 3, as necessitated by staffing changes	3. Number of new hires trained
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
31.	Spill Response Procedures			
	Maintain and implement a written SOP for spill response for all City facilities that store or use materials with the potential to spill and contaminate runoff	1. Review and update spill response SOP to cover all materials that have the potential to contaminate runoff	1. Permit year 1	1. Yes/No/Status
		2. Review and update spill response SOP as facilities operations change	2. As facility operations change	2. Yes/No/Status
		3. Train staff in spill response	3. Annually, permit years 1-5	3. Number of staff trained
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.			
	A	B	C	D

Table 21: Pollution Prevention and Good Housekeeping BMPs

BMP No.	Description of BMP	Measurable Goal(s)	Schedule for Implementation	Annual Reporting Metric
33.	MS4 System Inspection and Maintenance Plan			
	The city conducts regular inspections of conveyance systems throughout the MS4 jurisdiction. Maintenance staff maintain the municipal-owned collection system	1. Develop a SOP that includes proactive inspection schedules, standard documentation, staff responsibilities, and proper maintenance training for MS4 conveyance system	1. Permit year 2	1. Yes/No/Status
		2. Inspect and document maintenance needs of MS4 conveyance systems per plan	2. Budget annually for stormwater conveyance system maintenance & repairs	2. Yes/No/Status
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 Description of BMP	B Measurable Goal(s)	C Schedule for Implementation	D Annual Reporting Metric
34.	Municipal SCM Operation and Maintenance Program Plan			
	Implement the existing written SCM Operations and Maintenance plan that is part of the general Municipal Facilities Operations and Maintenance Plan and evaluate annually	1. Maintain and update inventory of municipal SCMs	1. Annually, permit years 1-5	1. Number of municipal SCMs
		2. Perform annual inspections of municipal SCMs	2. Annually, permit years 1-5	2. Number of inspections completed
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 Description of BMP	B Measurable Goal(s)	C Schedule for Implementation	D Annual Reporting Metric
35.	Applicator Training			
	Ensure City staff who apply landscape chemical are trained in pollution prevention, chemical use, and storage and handling	1. Maintain applicator certifications for appropriate City staff and contractors	1. Annually, permit years 1-5	1. Number of staff certified

Table 21: Pollution Prevention and Good Housekeeping BMPs

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
36.	NPDES Industrial Permit Compliance			
	Ensure municipal facilities which hold an industrial NPDES permit are compliant	1. Permitting of municipally owned facilities; apply for new permits if required	1. Annually, permit years 1-5	1. Number of active permits
		2. Establish and maintain NPDES Industrial Permit tracking mechanism to document list of municipally owned facilities with permit, permit expiration dates, and inspections	2. Permit year 1	2. Yes/No
37.	Pollution Prevention Training			
	Provide annual pollution prevention training to staff of NPDES Industrial permit facilities	1. Train staff in pollution prevention	1. Annually, permit years 1-5	1. Number of employees trained
38.	Vehicle and Equipment Cleaning and Maintenance Facility Inspection	1. Inspect facilities for compliance with NPDES Industrial permit with each site specific SWPPP and correct maintenance issues	1. Annually, permit years 1-5	1. Number of inspections performed
	Routine inspections as part of general facility inspections to ensure that vehicle and equipment facilities are following proper procedures to minimize water quality impacts from vehicle and equipment cleaning and maintenance			
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
39.	Operation and Maintenance Program Plan			

Table 21: Pollution Prevention and Good Housekeeping BMPs

	Implement the existing Operations and Maintenance plan and schedule and evaluate annually	1. Maintain and update inventory of municipally owned streets, roads, and parking lots	1. Annually, permit years 1-5	1. Inventory of facilities
		2. Perform annual inspections	2. Annually, permit years 1-5	2. Number of inspections
40.	Street Sweeping			
	Conduct street sweeping following a regular schedule to reduce pollutants from City-owned and maintained streets	1. Develop an SOP for street sweeping, including a schedule and plan to document	1. Permit year 1	1. Yes/No/Status
		2. Track total number of miles swept	2. Annually, permit years 1-5	2. Number of miles swept

