

CITY OF COON RAPIDS

STORM WATER POLLUTION PREVENTION PLAN

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General Stormwater Permit (MN R 040000) Application for Small Municipal Separate Storm Sewer Systems (MS4s)

RETURN THIS APPLICATION TO:
Minnesota Pollution Control Agency
 520 Lafayette Road North
 St. Paul, MN 55155-4194

NO FEE

Application deadline: **June 1, 2006**

PLEASE READ: As you complete this form, read the instructions carefully. Use your keyboard's "Tab" key to move through the fields of this form. Select check-boxes and enter text as indicated. Save, and print.

I. MS4 Information

A. Application Type

- New applicant (this MS4 has no previous application for MS4 coverage on file at MPCA)
- Application for re-issuance of coverage (this MS4 applied in 2003)

B. MS4 Owner General Contact (the community, municipality, agency or other party having ownership or operation control of the MS4)

City of Coon Rapids

Community, municipality, agency or other party having ownership or operational control of the MS4

11155 Robinson Dr.

Mailing Address

Coon Rapids MN 55433-3761

City State Zip Code

Anoka

County

41-6008573 901-0688

Federal Tax ID State Tax ID

C. General Contact (official, staff member, consultant or other) for all general correspondence about Permit compliance issues between the MPCA and your MS4

Vierzba Doug City Engineer

Last Name First Name Title

11155 Robinson Dr.

Mailing Address

Coon Rapids MN 55433-3761

City State Zip Code

763-767-6465 vierzba@ci.coon-rapids.mn.us

Telephone (include area code) E-mail Address

II. Certification of the Storm Water Pollution Prevention Program (SWPPP)

- A. Have you developed a Storm Water Pollution Prevention Program for your MS4?** Yes
Municipalities must demonstrate how their Storm Water Pollution Prevention Program will be implemented and enforced over the term of the five-year Permit. SWPPPs must incorporate appropriate educational components, all required BMPs and the measurable goals associated with each. Storm Water Pollution Prevention Programs must address the specific requirements contained in Part V. G. of the Permit. SWPPPs must outline how the six minimum control measures will be addressed, the contact person, department in charge, timeline and measures that will be implemented to meet the schedules required by the Permit. Attach a BMP Summary Sheet to this application for *each* BMP in your SWPPP.
- B. Does your SWPPP address all of the six Minimum Control Measures as outlined in the Permit?** Yes
The General Permit requires that you incorporate all six of the defined Minimum Control Measures in your Stormwater Pollution Prevention Program. You are required to implement mandatory BMPs which are directly associated to each of the Six Minimum Control Measures.
- C. Have you attached the included BMP Summary Sheets, one for each of the Best Management Practices required by the Permit?** Yes
There are 34 required BMPs all of which require that the provided BMP Summary Sheet be filled out completely and included with your Storm Water Pollution Prevention Program. If any of these required sheets are missing, your application will not be considered complete and will be returned to you.

III. Reporting and Recordkeeping

- A. I have read and understand Part VI *Evaluating, Recordkeeping, and Reporting of the MS4 General Permit* and certify that we intend to comply with the applicable requirements of those sections as well as the Permit as a whole.** Yes

B. Where will your SWPPP be available to the public for review?

City Hall	www.ci.coon-rapids.mn.us/departments/Utility/utilityswppp.htm	
<i>Name of Location</i>	<i>If your SWPPP is available electronically, indicate location</i>	
11155 Robinson Dr.		
<i>Street Address</i>		
Coon Rapids	MN	55433-3761
<i>City</i>	<i>State</i>	<i>ZIP Code</i>
Doug Vierzba	763-767-6465	
<i>Contact Name</i>	<i>Contact Phone Number</i>	
Monday-Friday, 8am to 4:30pm		
<i>Hours of Availability</i>		

IV. Limitations of Coverage

- A. Part II Limitations on Coverage and Appendix C** Yes
I have read and understand Part II *Coverage Under This Permit* and Appendix C *Limitations on Coverage* of the MS4 General Permit and certify that we intend to comply with the applicable requirements of those sections as well as the Permit as a whole.
- B. Outstanding Resource Value Waters (ORVWs)**
Please refer to the *Guidance Manual for Small Municipal Separate Storm Sewer Systems (MS4s)* to complete this section. An interactive map is available on the MPCA Web site that identifies Special Waters: <http://pca-gis04.pca.state.mn.us>

1. Prohibited Waters

Does the MS4 discharge into **Prohibited Waters** as defined in Minn. R. 7050.0180, subp. 3, 4, and 5? See Attachment Four of the *Guidance Manual for Small Municipal Separate Storm Sewer Systems (MS4s)* for further information.

Yes No

2. Restricted Discharge

Does the MS4 discharge into waters with a **Restricted Discharge** as defined in Minn. R. 7050.0180, subp. 6, 6a, and 6b? If yes, please list below and comply with Part IX, Appendix C, Item B. See Attachment Four of the *Guidance Manual for Small Municipal Separate Storm Sewer Systems (MS4s)* for further information.

Yes No

3. Prohibited or Restricted Waters

If you answered “yes” to either Question 1 or 2, have you included a map that outlines, at a minimum, the DNR minor sub-watersheds in your jurisdiction with ANY discharges to Prohibited or Restricted Waters? You are required by the Permit to provide this map along with your application. [IX.B.2.b]

Yes No

Identify all discharges to Outstanding Resource Value Waters (ORVWs) from your MS4:

Name of Water Body	Type (lake, stream, river)

4. If you answered “yes” to either Question 1 or 2, who is the person responsible for ensuring compliance with this Permit condition?

Name: _____ Position: _____ Phone: _____

C. Special Waters

1. Trout Waters

Does the MS4 discharge into **Trout Waters** as defined in Minn. R. 6264.0050 subp. 2 & 4? If yes, please list below and comply with Part IX, Appendix C, Item C. See Attachments Two and Three of the *Guidance Manual for Small Municipal Separate Storm Sewer Systems (MS4s)* for further information.

Yes No

2. Wetlands

Does the MS4 discharge into **Wetlands** as defined in Minn. R. 7050.0130, subp. F? See Attachment Four of the *Guidance Manual for Small Municipal Separate Storm Sewer Systems (MS4s)* for further information.

Yes No

3. Environmental Review

Does the MS4 have a process to assure coordination with appropriate Agencies and to evaluate discharges that require applicable **Environmental Review** as required by State or federal laws? See Part IX of the *Guidance Manual for Small Municipal Separate Storm Sewer Systems (MS4s)* for further information.

Yes No

Who is the person responsible for ensuring compliance with this Permit condition?

Name: Doug Vierzba Position: City Engineer Phone: 763-767-6465

4. Endangered or Threatened Species

Does the MS4 have a process to assure coordination with appropriate Agencies and to evaluate discharges whose direct, indirect, interrelated, interconnected, or independent impacts may jeopardize a listed **Endangered or Threatened Species** or adversely modify a designated critical habitat? See Part IX of the *Guidance Manual for Small Municipal Separate Storm Sewer Systems (MS4s)* for further information.

Yes No

Who is the person responsible for ensuring compliance with this Permit condition?

Name: Doug Vierzba Position: City Engineer Phone: 763-767-6465

5. Historic Places and Archeological Sites

Does the MS4 have a process to assure coordination with appropriate Agencies and to evaluate discharges which may adversely affect properties listed or eligible for listing in the National Register of **Historic Places** or affecting known or discovered **archeological sites**? Yes No
See Part IX of the *Guidance Manual for Small Municipal Separate Storm Sewer Systems (MS4s)* for further information.

Who is the person responsible for ensuring compliance with this Permit condition?

Name: Doug Vierzba Position: City Engineer Phone: 763-767-6465

6. Drinking Water Sources

Does the MS4 have any discharges that may affect Source Water Protection as defined in part **IX.H** of the General Permit? Yes No

If “yes,” does the MS4 have BMPs incorporated into the SWPPP to protect drinking water sources that the MS4 discharge may affect? Yes No

V. Owner or Operator Certification

The person with overall, MS4 legal responsibility must sign the application. This person shall be duly authorized to sign the application and may be either a principal executive officer or ranking elected official. (see Minn. R. 7001.0060).

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based 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 (Minn. R. 7001.0070).

I also certify under penalty of law that I have read, understood, and accepted all terms and conditions of the National Pollutant Discharge Elimination System (NPDES) General Storm Water Permit for MS4s that authorizes storm water discharges identified in this application form.

I understand that as a Permittee, I am legally accountable under the Clean Water Act to ensure compliance with the terms and conditions of the NPDES General Storm Water Permit for MS4s.

I also understand that MPCA enforcement actions (pursuant to Minn. Stat. §115.07, 116.072, and Section 309 of the Clean Water Act) may be taken against me or the MS4 if the terms and conditions of the NPDES General Storm Water Permit for MS4s are not met.

C. General Contact (official, staff member, consultant or other) for all general correspondence about Permit compliance issues between the MPCA and your MS4

X

Authorized Signature

Date

Vierzba

Doug

City Engineer

Last Name

First Name

Title

11155 Robinson Dr.

Mailing Address

Coon Rapids

MN

55433-3761

City

State

ZIP Code

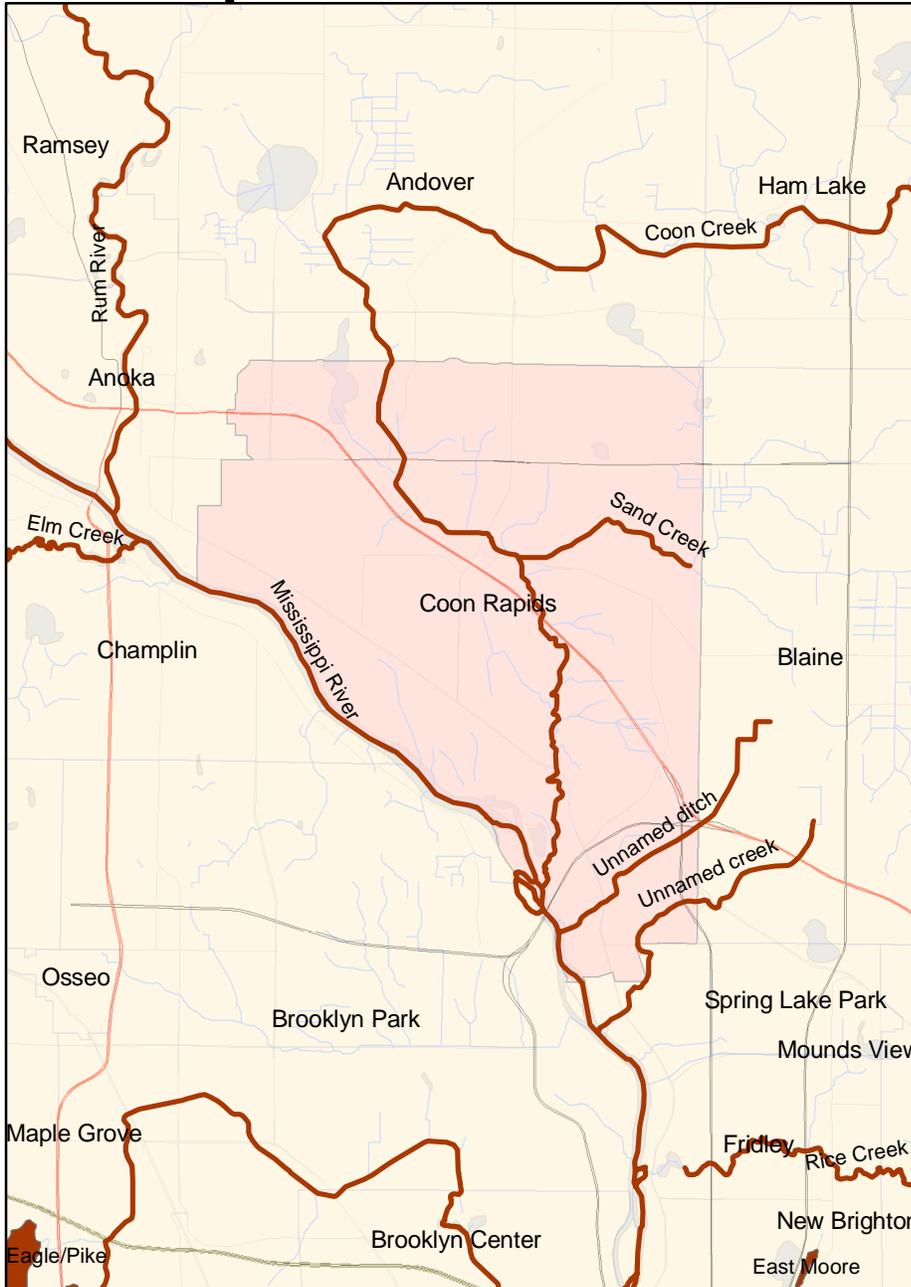
763-767-6465

Telephone (include area code)

vierzba@ci.coon-rapids.mn.us

E-mail Address

Coon Rapids City MS4 Impaired Waters 7/28/2006



Legend

-  Impaired Streams
-  Impaired Lakes
-  Coon Rapids
-  Cities/Townships
-  Rivers
-  Lakes

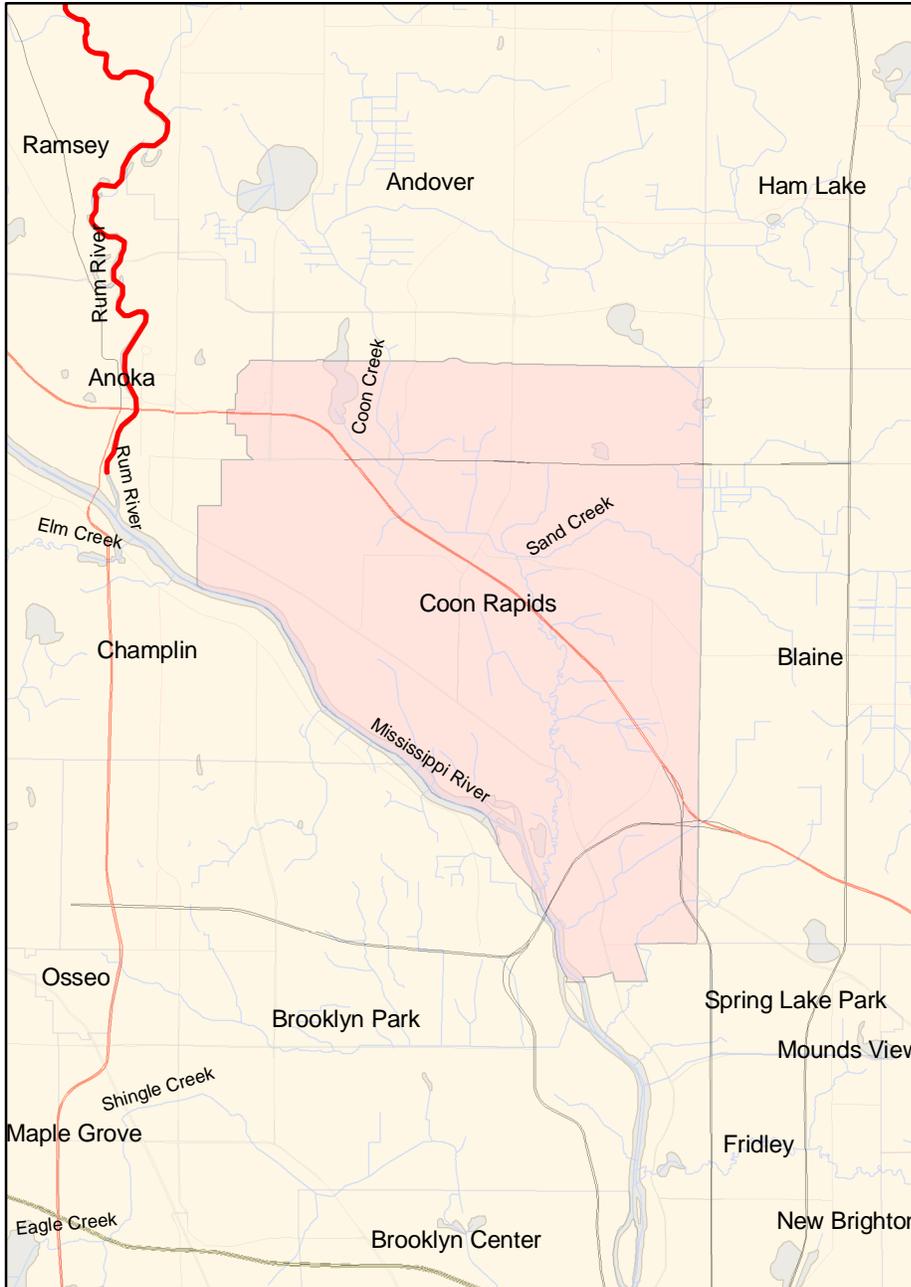
Roads

-  Interstate
-  US Highway
-  MN Highway
-  CSAH
-  County Road

0 1,625 3,250 6,500 Meters



Coon Rapids City MS4 Waters of Interest 7/28/2006



Legend

 ORVW Streams

 Coon Rapids

 Rivers

 Cities/Townships

 Lakes

Roads

 Interstate

 US Highway

 MN Highway

 CSAH

 County Road

0 1,625 3,250 6,500
Meters

**GENERAL PERMIT
AUTHORIZATION TO DISCHARGE STORM WATER ASSOCIATED WITH
MUNICIPAL SEPARATE STORM SEWER SYSTEMS UNDER THE NATIONAL
POLLUTANT DISCHARGE ELIMINATION SYSTEM/STATE DISPOSAL
SYSTEM PERMIT PROGRAM**

IX.H. Discharges Affecting Source Water Protection Areas (*Minn. R. 4720.5100- 4720.5590*). **You** shall incorporate **BMP's** into your **Storm Water Pollution Prevention Program** to protect any of the following drinking water sources that your **MS4** discharge may affect, and **You** shall include the map of these sources with the **Storm Water Pollution Prevention Program** if they have been mapped:

1. Wells and source waters for drinking water supply management areas identified as vulnerable under Minn. R. 4720.5205, 4720.5210, and 4720.5330, and
2. Source water protection areas for surface intakes identified in the source water assessments conducted by or for the Minnesota Department of Health under the federal Safe Drinking Water Act, U.S.C. §§ 300j-13.

Findings & Conclusions of Potential MS4 Discharges Affecting Drinking Water Sources

The City of Coon Rapids does consider natural stormwater discharges from its MS4 system to have adverse affects to the Source Water Protection Areas within the defined urbanized area. The City has based this conclusion on the following observations, findings and facts:

- The tritium content of wells in glacial drift indicate rapid aquifer recharge.
- The local geologic setting is favorable for rapid recharge of the drift aquifer within the City limits.
- The local geologic setting is somewhat favorable for rapid recharge of the bedrock aquifer within the City limits.
- The Mississippi River and its tributaries, including Coon Creek, are designated as water sources for the Cities of Minneapolis and St. Paul via surface intakes in Fridley.

In an effort to minimize the potential adverse affects of pollutants infiltrating into the local drinking water supply, the City of Coon Rapids will adopt and implement the Minnesota Department of Health's "*Evaluating Proposed Storm Water Infiltration Projects in Vulnerable Wellhead Protection Areas*" (*Draft-July 19, 2006*) as a guidance manual in evaluating all proposed infiltration projects within or adjacent to vulnerable drinking water supply management areas (DWSMA). The MDH guidance manual, specific DWSMA information and maps can be found in the forthcoming documents.

DRAFT
Evaluating Proposed Storm Water Infiltration Projects in
Vulnerable Wellhead Protection Areas

7-19-06

Introduction

Infiltration is widely promoted because it is a practice with demonstrated long-term value in managing storm water. As a management technique, properly designed and executed infiltration techniques convey several benefits, including the following (as identified in the Minnesota Storm water Manual): 1) reducing the volume of storm water runoff; 2) controlling and improving water quality; 3) recharging groundwater; 4) mitigating thermal affects on cold-water fisheries; and 5) attenuating peak flows. Infiltration is clearly a versatile and effective technique for addressing a wide range of storm water issues. Accordingly, MDH encourages its use in most settings statewide.

Infiltration practices redirect storm water into the subsurface, where it becomes groundwater. As most people in Minnesota use groundwater as a source of drinking water, the Minnesota Department of Health (MDH) would like to see care exercised in planning projects involving storm water infiltration, especially in vulnerable wellhead protection areas.

Storm water runoff often carries with it contaminants that can lead to adverse health effects. The types of contaminants vary widely depending on land use; common contaminants include nitrates, pathogens, metals, chloride, and hydrocarbons. When present at high concentrations, these contaminants can pollute groundwater supplies if infiltrated into the ground. The effects of such contamination can be devastating. An example involving not urban storm water but runoff from agricultural fields in Ontario illustrates the danger posed by pathogens. Infiltration of the runoff led directly to bacteriological contamination of a well and the associated public water supply system. The resulting disease outbreak took several lives and sickened hundreds of others. This example not only demonstrates the potential for rapid connection between surface water and groundwater, but it clearly indicates that groundwater quality can be jeopardized by infiltration of storm water from the ground surface.

Most of the public water supply systems that distribute drinking water in Minnesota rely on groundwater as their source. Drinking water protection activities are the responsibility in Minnesota of the MDH. As part of these efforts, MDH regulates wellhead protection planning activities carried out by public water suppliers in the state. One of the goals of wellhead protection planning is to determine the recharge area (i.e., the wellhead protection area) for a well and to manage that area in a manner consistent with safeguarding the drinking water supply.

Storm water management occurs in urban or suburban areas and in developing communities where impervious surfaces begin to replace natural ground cover. This document describes suggested considerations for evaluating projects that use infiltration

to manage storm water, with emphasis on how such projects may affect groundwater used for drinking water purposes in wellhead protection areas. A flowchart (Appendix A) is attached to help understand the process.

General Requirements

Federal, regional and state authorities regulate various aspects of the manner in which storm water is handled, managed, and controlled in Minnesota. For example, the Minnesota Pollution Control Agency (MPCA) administers the Storm Water program, which regulates much of the management of storm water through the use of permits. The MPCA, regional and local authorities are typically the governmental entities implementing and enforcing storm water requirements. This guidance applies regardless of whether the storm water management at the site is regulated or not.

The Minnesota Department of Health has no regulatory authority over most routine handling of storm water, but does administer the Wellhead Protection Program and other drinking water protection programs. Wellhead protection planning is largely a local activity in Minnesota. Individual public water supply systems decide how to manage land use within wellhead protection areas. Certain land use activities may adversely affect ground water supplies. Therefore wellhead protection strategies are balanced with aquifer vulnerability. As wellhead protection planning and storm water management both involve a substantial amount of local government involvement and leadership, good opportunities exist for adopting a consistent approach in the application of each.

Assembling Existing Information

This document is intended for use as guidance for local authorities in evaluating storm water infiltration projects. Prior to doing so, existing information must be gathered, as described in this section.

- *Is your proposed project in an approved wellhead protection area?* Information in a wellhead plan may help to evaluate proposed infiltration projects. Copies of the report are usually kept with the wellhead protection manager for the public water supplier. While municipalities are typically the largest groundwater users for public consumption, other entities that may have wellhead plans are schools, mobile home parks, and large businesses or employers. Step 1, below, describes how to identify wellhead activities in your area of interest.
- *What aquifer is used by drinking water supply wells in the area of the proposed infiltration?* It is important to know the aquifer used by area wells because in some parts of the state, many potential aquifers are available and depending on local geology, each aquifer may have a different sensitivity to activities at the ground surface.
- *Where is the aquifer(s) vulnerable to contamination from activities at the land surface?* Vulnerability means the degree to which the aquifer is likely to be affected by activities at the ground surface. A wellhead protection plan distinguishes between zones within the wellhead protection area that are

vulnerable from those that are not. Understanding this characteristic helps in evaluating the risk posed by activities like storm water management.

- *What land uses exist or are proposed for the area generating storm water?* Local authorities are the best source of information on local land use. Land uses vary in their potential to generate contaminants in storm water runoff. For example, potential contaminants from industrial or commercial areas are far different from those that may be generated from park or residential areas. The Minnesota Stormwater Manual (links in Appendix B) describes certain land uses that it terms “potential stormwater hotspots (PSH)” that may be incompatible with infiltration in wellhead protection areas. Land use is very hard to characterize broadly. Accordingly, site-specific considerations should be made wherever possible. Consult the Minnesota Stormwater Manual for information on land uses and associated storm water problems.
- *What are the contaminants of concern in the storm water and can contaminants be managed?* Do the storm water management protocols identify any type of pre-treatment that may help to mitigate contaminants in the runoff and are they appropriate for the types of contaminants that are likely to be present in the storm water?

Each of these items is considered as part of the evaluation process that MDH proposes for considering storm water infiltration projects in vulnerable wellhead protection areas. The process is described below and is summarized in the flowchart attached as Appendix A.

Process for Evaluating Storm Water Infiltration Projects

Step 1: Determine if any part of the proposed infiltration site is within a vulnerable wellhead protection area (WHPA) or drinking water supply management area (DWSMA) as defined by Minnesota Rules (4720.5100-5590). This information is available from the Wellhead Protection Manager at the public water supplier or from MDH staff (651-201-4700). Also, the wellhead protection plan likely contains a section describing the vulnerability assessment, which describes how the vulnerability is determined and how it may vary throughout the DWSMA.

The term ‘infiltration site’ refers to any structure or device designed to transfer surface waters to the subsurface. In practice, these facilities range in size from rain gardens designed to handle runoff from residential rooftops to basins collecting runoff from large commercial areas. The scale of the infiltration project, in terms of the volume of storm water handled, clearly must be considered, along with land use, as part of this review process. MDH generally encourages multiple small-scale infiltration projects distributed over a large site in lieu of one large structure to handle storm water from a site.

If yes, proceed to Step 2. Yes means that the infiltration site is in close proximity to wells used to supply a public water supply system. The wellhead report may indicate the travel time in years between the proposed site and the wells. A vulnerable determination (very high, high, or moderate vulnerability) means the

aquifer will likely be affected by activities at the ground surface. Hence, the proposed infiltration needs to be considered in more detail.

If no, it is unlikely that the proposed storm water management project will affect drinking water supplies for a public water supply system (with a defined wellhead area), but the project still must comply with MPCA and local requirements for storm water handling.

Step 2: Does the aquifer receiving the water from the infiltration basin exhibit fracture or solution-enhanced groundwater flow conditions (secondary porosity features)? This means groundwater flow through rocks or other geologic materials exhibiting porosity is dominated by fractures or dissolution features (examples include the Prairie du Chien Dolomite and the Galena Limestone). Aquifers characterized by secondary porosity can display extremely rapid groundwater travel times that can put a well at risk in a matter of hours and can have complicated and tortuous flowpaths that are difficult to predict without special testing. Infiltration of stormwater within WHPAs is not recommended in such settings, especially if karst features exist. Infiltration might be acceptable if the karst aquifer is covered by 100 feet or more of other materials. The Minnesota Stormwater Manual identifies karst settings as especially problematic in managing storm water. Appendix B contains web links to the complete stormwater manual, which should be consulted for more background on managing storm water in karst areas, as well as maps showing the location of Minnesota's karst areas.

If no, proceed to Step 3.

If yes, infiltration may not be appropriate for this setting. Consider other storm water handling procedures such as storm water retention and conveyance outside of the WHPA or moving the infiltration area to a non-vulnerable part of the DWSMA. Additional handling alternatives are presented in the Minnesota Stormwater Manual (see reference in Appendix B).

Step 3: Is the proposed infiltration site within the 1-year time-of-travel (emergency response zone) as designated by MDH? A 1-year travel time is significant for several reasons. Most pathogens are not viable in the groundwater after 365 days. So a 1-year travel time represents a margin of safety that will allow some contaminants to attenuate or, additionally, sufficient time for local authorities to react.

If no, proceed to Step 4.

If yes, infiltration is not appropriate in this setting as insufficient time is available after infiltration to cause pathogens to die off or for local authorities to react to a spill. Extenuating circumstances here might be the presence of a sufficiently thick unsaturated zone between the water table and the base of the infiltration site that pathogen attenuation would take place.

Step 4: What current or proposed land uses drain into the infiltration site?

Classify the predominant land use upgradient of the infiltration site into one of the following categories:

1. Commercial and industrial;
2. Transportation corridors;
3. Forest, parkland, open space;
4. Low density residential;
5. High density residential; and
6. Golf course, active agricultural (i.e., cropland, feedlots).

Storm water infiltration in commercial and industrial areas, as well as in transportation corridors is only appropriate if the collection and infiltration system is designed to allow spill containment. MPCA permitting requirements currently prohibit infiltration from industrial areas containing exposed potential contaminant sources or from vehicle fueling or maintenance areas. Categories 3 through 6 represent land uses from which infiltrated runoff is not as likely to contain contaminants that may adversely affect human health if introduced into a drinking water supply, although this may depend on 1) the degree to which land management BMPs have been adopted, and 2) storm water pretreatment measures. The use of storm water infiltration devices may be acceptable in areas where they would otherwise be inappropriate if flows from, say, rooftop drainage could be collected for infiltration separate from runoff from industrial areas.

The land use categories presented here are quite broad and there will be differences in the kinds of contaminants that could be generated in runoff from each. The Minnesota Stormwater Manual contains a lengthy discussion (chapter 13) about potential stormwater hotspots (PSHs), which are land uses that have the potential to affect the water quality of storm water. The Minnesota Stormwater Manual describes conditions under which infiltration of runoff from land uses containing PSHs as a practice is not appropriate. Users of this guidance should be familiar with the PSHs identified in the Minnesota Stormwater Manual as a means of providing context for evaluating general land uses. While the manual identifies many PSHs, the list is not exhaustive, and each land use should be considered on its own merits.

Step 5: (This step does not apply to some land uses – see flow chart): **Are emergency procedures for containment of spills established and acceptable?** The primary concern here relates to transportation corridors. Fuels, chemicals, and other potentially hazardous materials all are moved on roadways and railways. Accidents that happen in unpredictable locations have the potential to affect groundwater. While it may not be practical to design protections against the eventuality of all possible such accidents, local and regional authorities should have a means of responding should a spill occur.

If no, infiltration is not appropriate in this setting.

If yes, infiltration may be acceptable but only if contingency responses for spill containment are included in the site planning process.

Step 6: Are site planning, BMPs, pre-treatment, or secondary containment measures acceptable to meet federal drinking water standards? Regardless of the approach used, the goal should be that the water entering the infiltration basin must meet federal drinking water quality standards. Such standards may be more stringent than is required by MPCA for routine considerations of storm water management.

If no, infiltration is not appropriate in this setting.

If yes, planned infiltration appropriate unless site conditions differ in a manner likely to affect storm water quality adversely thereby not meeting drinking water standards.

Special Situations

Certain circumstances may dictate a response to the proposed infiltration different from the recommendations of this guidance. For instance, a project involving the infiltration of volumes of water that are large relative to the amount pumped by a nearby well may leave little room for natural processes to dilute the storm water. Or perhaps specialized predictive tools, such as a groundwater flow model, are available that can help to forecast the effects of the infiltration. Such tools may make it easier to interpret likely effects of the proposed infiltration. While it is impossible to predict all such extenuating circumstances, it will be the role of the user to decide how to incorporate such conditions in the analysis of site-specific infiltration proposals.

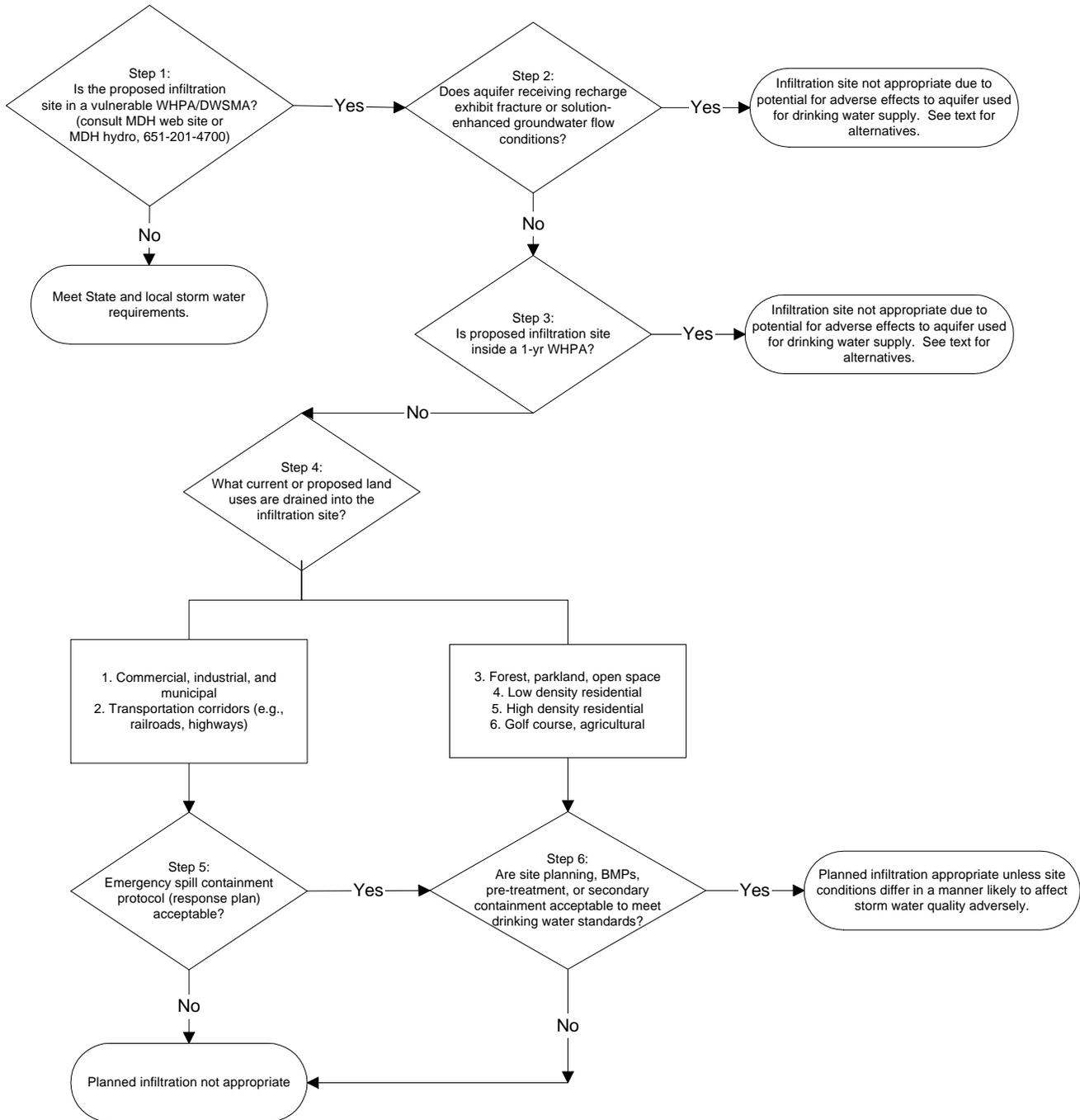
Contacting Minnesota Department of Health Staff

Appendix B lists various resources available to help work through this guidance, including MDH staff contacts. MDH hydrologists are generally assigned to specific regions of the state (see Appendix B) but additional assistance is available by calling the Source Water Protection Unit at 651-201-4700.

Appendix A

Appendix A.

A Flow Chart for Evaluating Proposed Storm Water Infiltration Projects in Areas with Vulnerable Groundwater



Note: This flow chart intended for use in conjunction with MDH guidance on evaluating storm water infiltration projects in vulnerable wellhead protection areas.

Appendix B

Appendix B

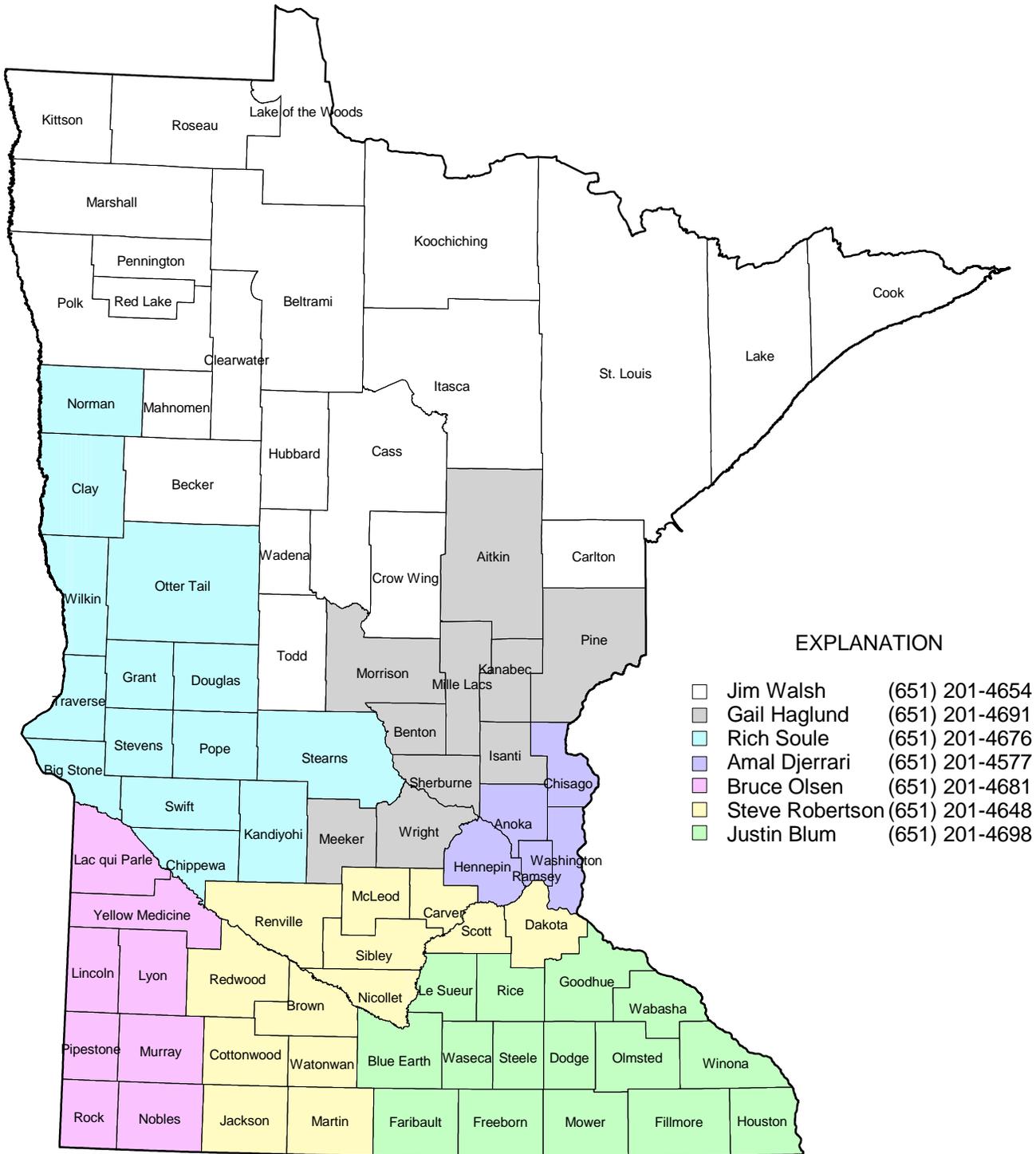
Minnesota Stormwater Manual

www.pca.state.mn.us/water/stormwater/stormwater-manual.html

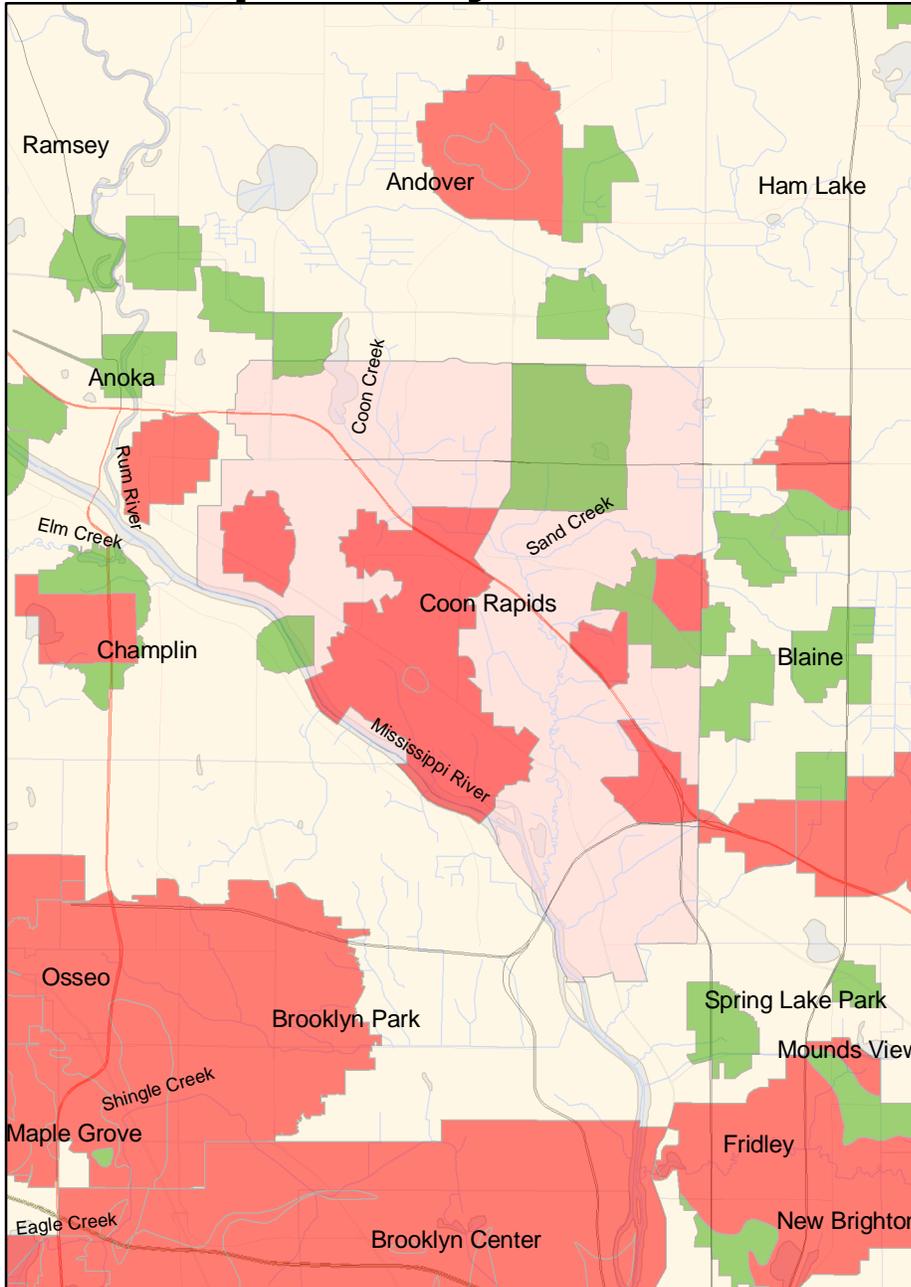
MDH Hydrologists by Region

See map on next page.

Hydrologist Areas, Wellhead Protection



Coon Rapids City MS4 DSW 7/28/2006



Legend

Drinking Source Waters

- Low Vulnerability
- Vulnerable

- Coon Rapids
- Rivers
- Cities/Townships
- Lakes

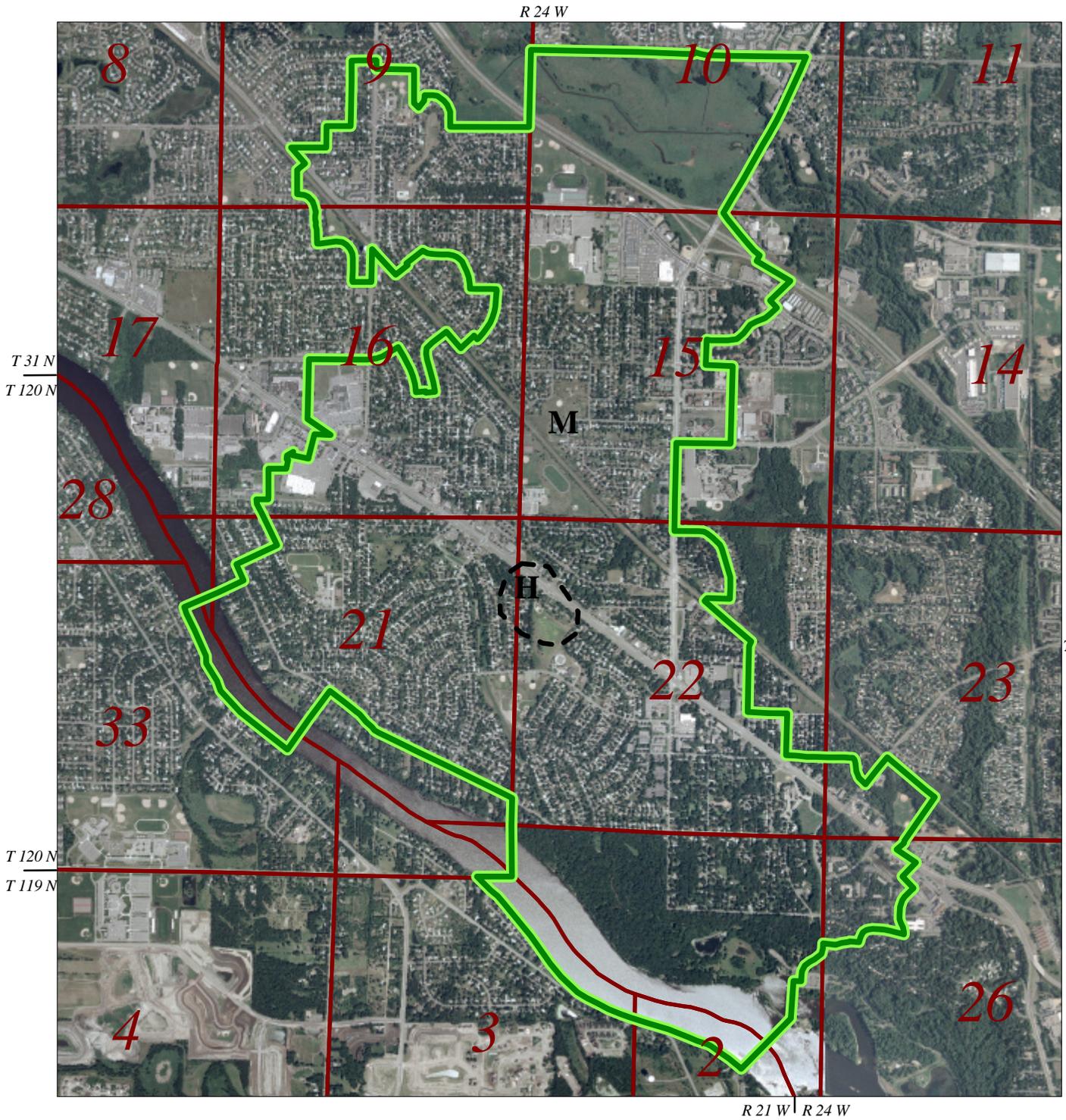
Roads

- Interstate
- US Highway
- MN Highway
- CSAH
- County Road



Coon Rapids Central

*Drinking Water Supply
Management Area
(DWSMA) MN-00380
10 year Time of Travel*



- DWSMA
- DWSMA Vulnerability Boundary

H = Highly Vulnerable
M = Moderately Vulnerable



Approved March 30, 2006

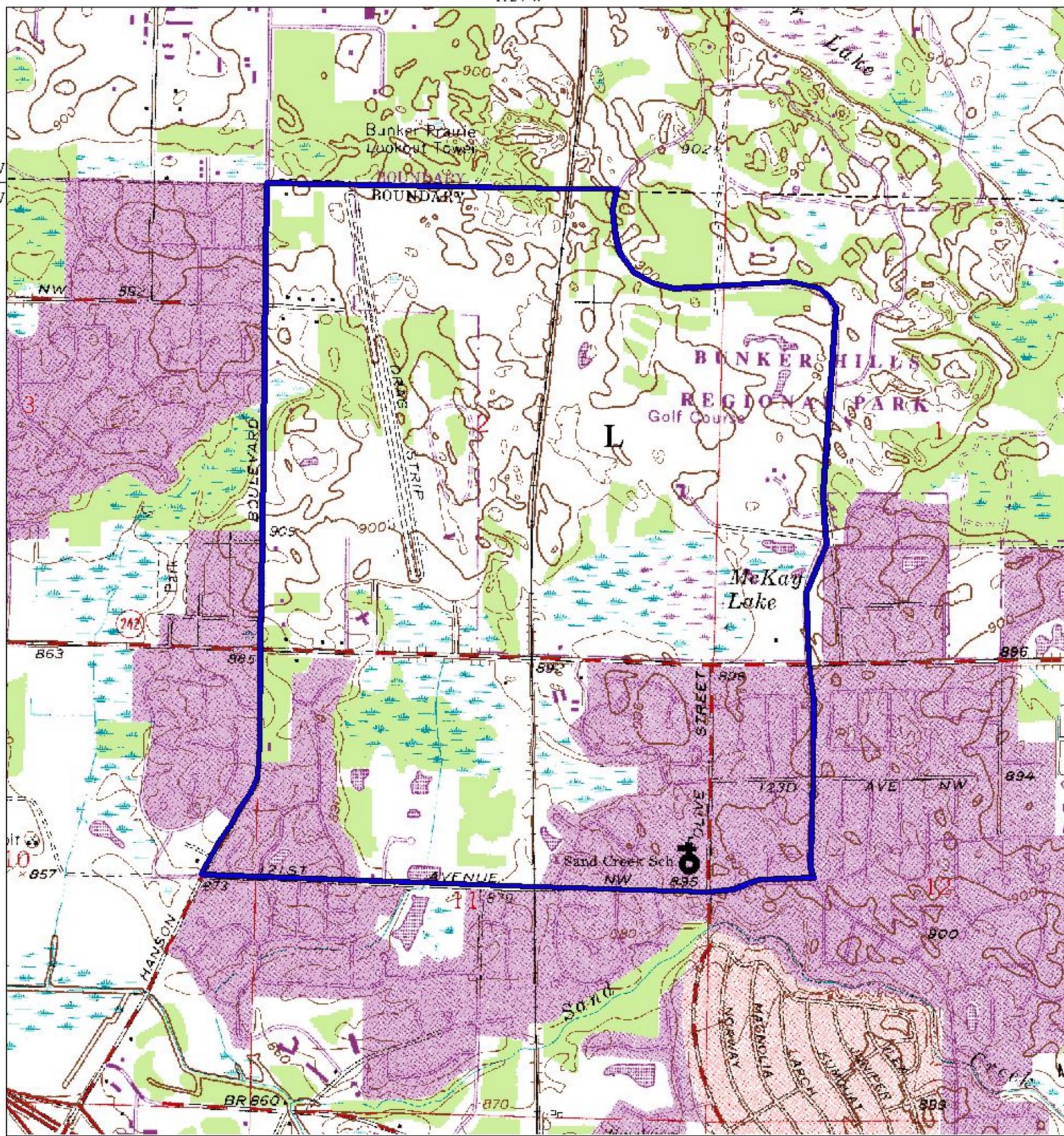
R 24 W

Coon Rapids NE

Drinking Water Supply Management Area (DWSMA) MN-00188 10 year Time of Travel

T 32 N
T 31 N

T 32 N
T 31 N



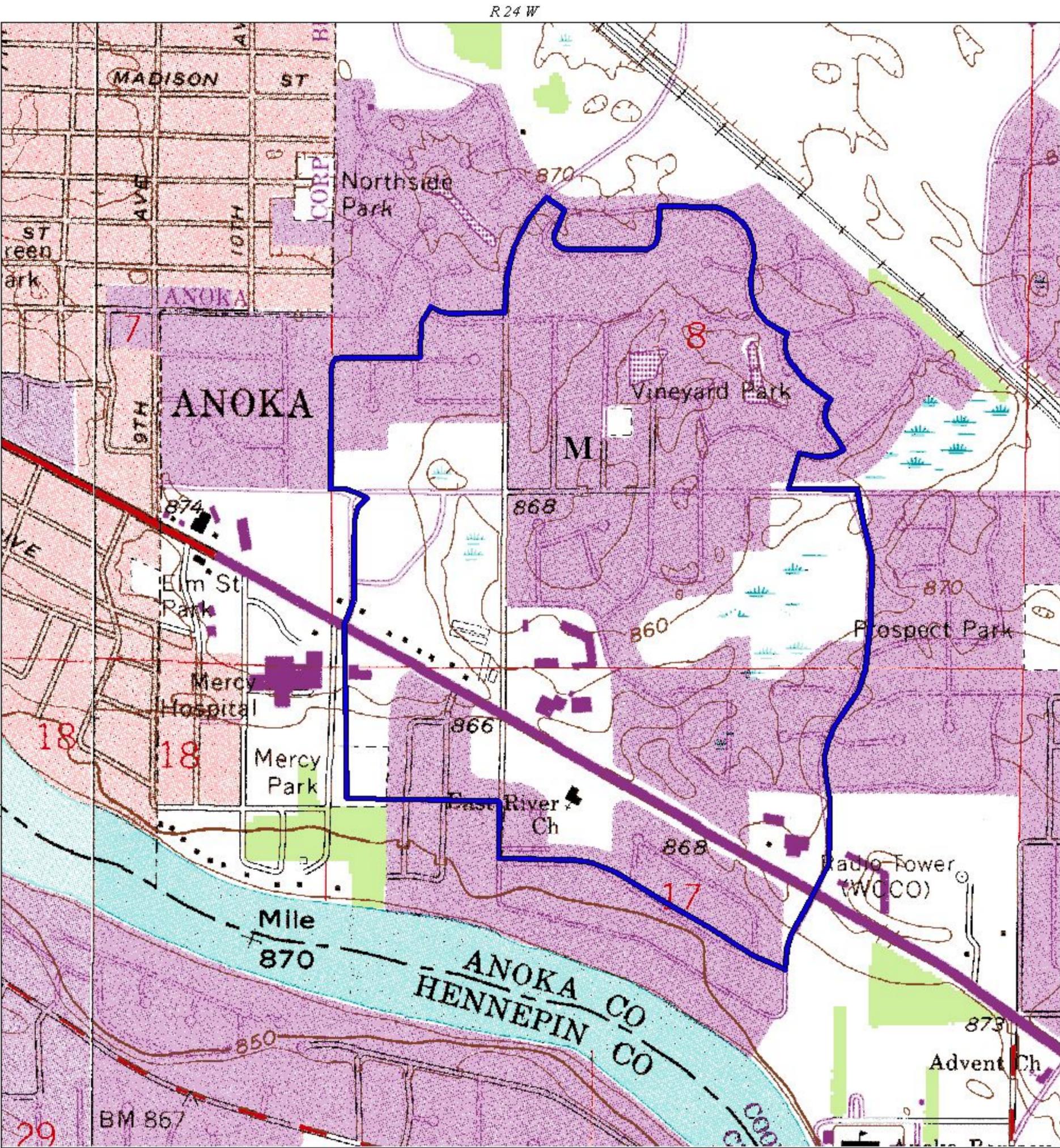
 DWSMA Boundary

L = Low Vulnerability



Approved March 17, 2003

R 24 W



Coon Rapids West

*Drinking Water Supply Management Area (DWSMA) MN-00189
10 year Time of Travel*

 DWSMA Boundary

M = Moderate Vulnerability



Approved March 17, 2003

Coon Rapids East

Drinking Water Supply Management Area (DWSMA) MN-00191 10 year Time of Travel

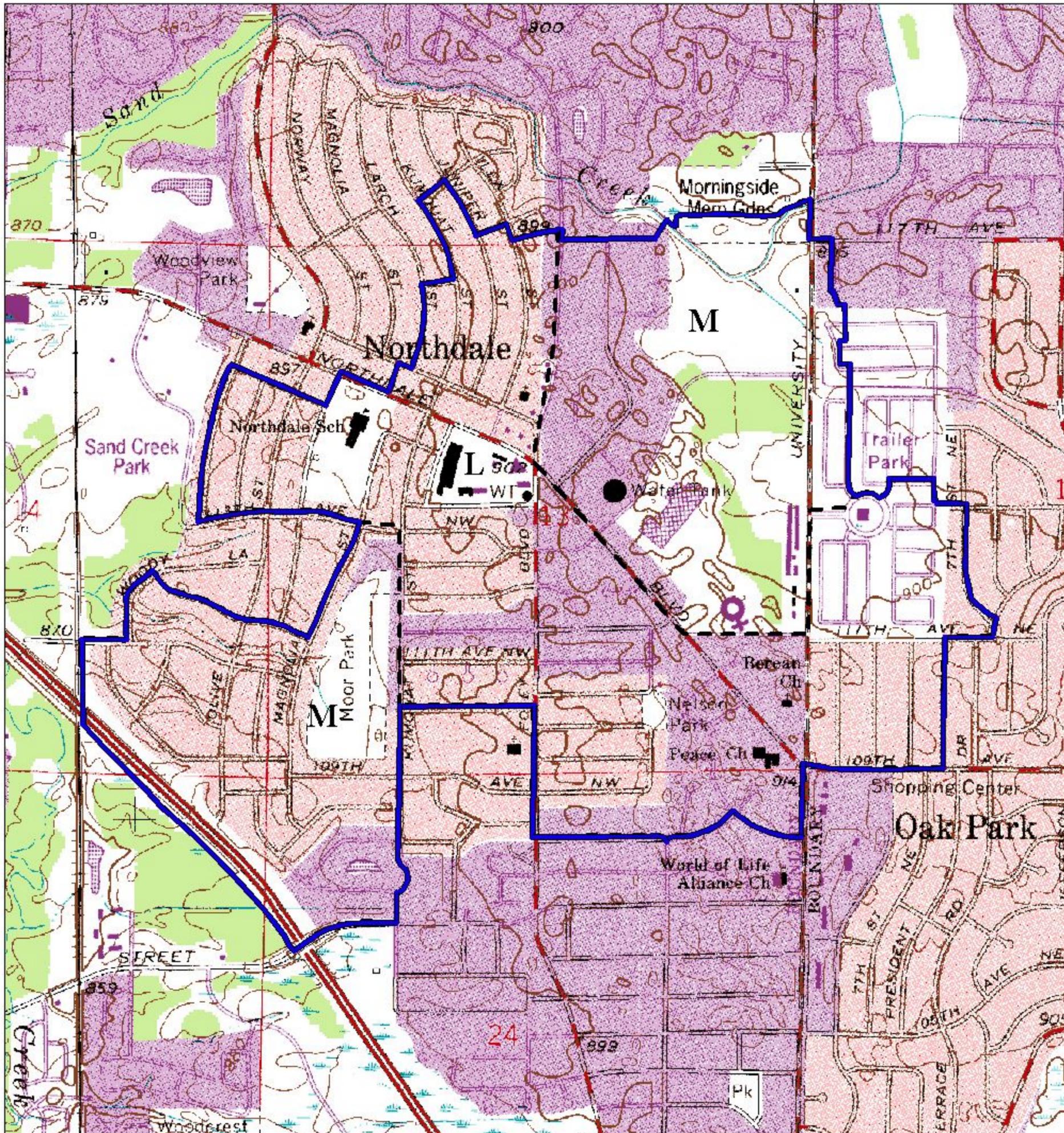
 DWSMA Boundary
 DWSMA Vulnerability Boundary

M = Moderate Vulnerability
L = Low Vulnerability

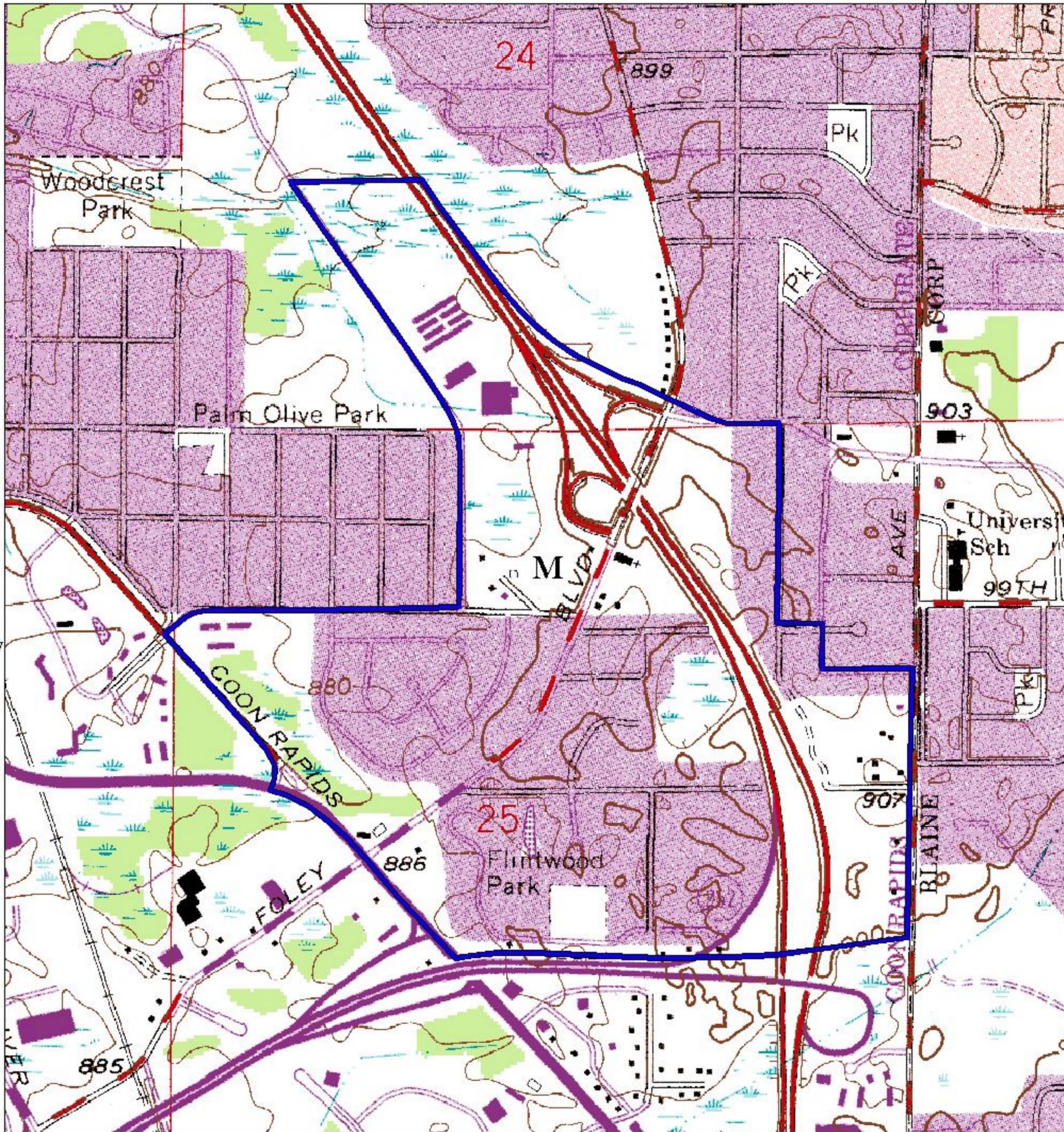
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Approved March 17, 2003



R 24 W | R 23 W

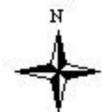


Coon Rapids SE

*Drinking Water Supply
Management Area
(DWSMA) MN-00192
10 year Time of Travel*

 DWSMA Boundary

M = Moderate Vulnerability



Approved March 17, 2003

R 24 W | R 23 W

SOURCE WATER ASSESSMENT FOR Coon Rapids

ID Number: 1020017

Facility Contact: Mike Drake
(763) 767-6576
Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 554333761

MDH Contact: Art Persons
(507) 292-5138
18 Wood Lake Drive Southeast
Rochester, MN 55904
art.persons@health.state.mn.us

Status of the Source Water Protection Plan:

The water supply system is preparing a protection plan for the wellhead protection area(s) that have been approved by the Minnesota Department of Health under provisions of Minnesota Rules Chapter 4720.

Source Water Protection Area: - Click [Map1](#) [Map2](#) [Map3](#) [Map4](#) [Map5](#) to view SWPA map(s).

Yes - A Source Water Protection Area has been designated for this well.

Description of the source water - The water supply for Coon Rapids is obtained from 11 primary wells and 13 other wells. Well depth (in feet), well status, aquifer(s) used, and sensitivity of the source(s) of drinking water are listed in the following table.

Unique Well No	Well ID	Depth	Well Use	Aquifer	Aquifer Sensitivity	*Well Sensitivity	SWPA
00202972	Well #4	602.0	Seasonal	Bedrock	High	See (2)	Yes
00202951	Well #5	695.0	Seasonal	Bedrock	High	See (2)	Yes
00202937	Well #6	158.0	Seasonal	Bedrock	High	See (2)	Yes
00202943	Well #7	632.0	Seasonal	Bedrock	High	See (2)	Yes
00202932	Well #8	702.0	Primary	Bedrock	High	See (2)	Yes
00202931	Well #9	500.0	Primary	Bedrock	High	See (2)	Yes
00202930	Well #10	684.0	Primary	Bedrock	High	See (2)	Yes
00202965	Well #11	627.0	Primary	Bedrock	High	See (2)	Yes
00168721	Well #12	604.0	Seasonal	Bedrock	High	See (2)	Yes
00168720	Well #13	693.0	Seasonal	Bedrock	High	See (2)	Yes
00110460	Well #14	613.0	Primary	Bedrock	High	See (2)	Yes
00161413	Well #16	653.0	Seasonal	Bedrock	High	See (2)	Yes
00150357	Well #17	121.0	Primary	Glacial Deposits	High	See (2)	Yes
00110469	Well #18	637.0	Seasonal	Bedrock	High	See (2)	Yes
00110475	Well #19	135.0	Seasonal	Glacial Deposits	High	See (2)	Yes
00420956	Well #20	135.0	Primary	Glacial Deposits	High	See (2)	Yes
00110461	Well #15	615.0	Primary	Bedrock	High	See (2)	Yes

00474384	Well #21	203.0	Primary	Glacial Deposits	High	See (2)	Yes
00474385	Well #22	105.0	Seasonal	Glacial Deposits	High	See (2)	Yes
00463020	Well #23	128.0	Seasonal	Glacial Deposits	High	See (2)	Yes
00202926	Well #1	462.0	Seasonal	Bedrock	High	See (2)	Yes
00202929	Well #2	685.0	Seasonal	Bedrock	High	See (2)	Yes
00674478	Well #24	388.0	Primary	Bedrock	High	See (2)	Yes
00674479	Well #25	388.0	Primary	Bedrock	High	See (2)	Yes

Well construction assessment - The water wells used by the Coon Rapids meet current standards for construction and maintenance. These factors do not contribute to the susceptibility of the source water to contamination.

Well Sensitivity - Well sensitivity refers to the integrity of the well due to its construction and maintenance. It is based on the results of the well construction assessment. It can be one of the following:

- (1) The well is susceptible to contamination because it does not meet current construction standards or no information about well construction is available, regardless of aquifer sensitivity.
- (2) The well is not susceptible because it meets well construction standards and does not present a pathway for contamination to readily enter the water supply.

Aquifer Sensitivity - Aquifer sensitivity refers to the degree of geological protection afforded the aquifer(s) used by the public water supply.

High - The aquifer is considered to exhibit a high sensitivity to contamination because of the local geological setting.

Source Water Susceptibility - Source water susceptibility refers to the likelihood that a contaminant will reach the source of drinking water. It reflects the results of assessing well sensitivity, aquifer sensitivity, and water quality data.

Medium - The lateral extent of fine-grained materials between the land surface and the source of drinking water does not appear to be persistent throughout the source water protection area.

High - The source water is considered to be susceptible because of the tritium content of the well water in glacial deposits.

Contaminants of concern - The following statement summarizes the potential contaminants for which a source of drinking water may be at risk:

One or more contaminants regulated under the federal Safe Drinking Water Act for this public water supply system have been detected in the source water. However, the water supplied to users meets state and federal drinking water standards for potability. For further information, please contact the MDH representative listed at the beginning of this assessment.

**STORM WATER POLLUTION PREVENTION PROGRAM
FOR THE MANAGEMENT
OF MUNICIPAL SEPARATE STORM SEWER SYSTEMS
WITHIN THE CITY OF COON RAPIDS**

CERTIFICATION

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Peter R. Willenbring, P.E.

Date: May 15, 2006

Lic.No.15998

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I. INTRODUCTION

This Storm Water Pollution Prevention Program (SWPPP) has been prepared in conformance with the National Pollutant Discharge Elimination System (NPDES), Phase II Rules and is in compliance with the provisions of the Clean Water Act, as amended, (33 U.S.C. 1251ET SEQ; hereafter, the “Act”), 40 CFR 122, 123, and 124, as amended, ET SEQ; Minnesota Statutes Chapters 115 and 116, as amended and Minnesota Rules, Chapter 7001. The urbanized area covered by this SWPPP is shown in **Figure 1**.

The goal of the National Pollutant Discharge Elimination System Permit is to restore and maintain the chemical, physical, and biological integrity of waters of the state through management and treatment of urban storm water runoff. The Department of Natural Resources Wetland and Waters, and the wetlands identified in the National Wetland Inventory located within the project area are shown in **Figure 2 & 3**. This program requires that this be accomplished through the management of Municipal Separate Storm Sewer Systems (MS4s) through the preparation of a Storm Water Pollution Prevention Program (SWPPP).

The SWPPP identifies the goals and the Best Management Practices (BMPs) that will be undertaken to meet the requirements of the NPDES Phase II rules. Measurable goals have been established for each of the BMPs included in the SWPPP along with an implementation plan and the persons responsible for implementing the BMPs.

This SWPPP has been prepared to manage and reduce the discharge of pollutants from MS4s to the maximum extent practicable (MEP). This will be accomplished through the implementation of the BMPs outlined within this SWPPP. These BMPs could be a combination of education, maintenance, control techniques, system design and engineering methods, and other such provisions that are appropriate to meet the requirements of the NPDES Phase II permit. BMPs have been prepared to address each of the six minimum control measures as outlined in the rules. These six minimum control measures are:

1. Public education and outreach on storm water impacts.
2. Public participation/involvement.
3. Illicit discharge detection and elimination.
4. Construction site stormwater runoff control.
5. Post construction storm water management in new development and redevelopment.
6. Pollution prevention/good housekeeping for municipal operations.

For each of these six minimum control measures, appropriate BMPs have been identified along with measurable goals, an implementation schedule, and the persons responsible to complete each measure.

Figure 1
Location Map

Figure 2
DNR Public Waters Map

Figure 3
National Wetlands Inventory Map

II. MUNICIPAL SEPARATE STORM SEWER SYSTEM EVALUATION

An evaluation of the storm sewer system was completed to determine the factors affecting the Maximum Extent Practicable (MEP) standards set forth within the NPDES Phase II Rule. Factors which were used in developing the BMPs outlined in this SWPPP were as follows:

1. Sources of pollutants
2. Potential polluting activities being conducted in the watershed
3. Sensitivity of receiving waters and wetlands within the system
4. Intended uses of receiving waters
5. Local concerns and storm water issues
6. The size of the MS4, the available staff, and the number of residents
7. BMP implementation schedules
8. Ability to finance storm water related programs
9. Hydraulics and hydrology of the watershed
10. Geology
11. Ability to finance and perform operation and maintenance of the MS4
12. Land uses
13. Development and redevelopment expectations
14. Watershed characteristics
15. Organizational structure of the municipal operator

In conformance with the requirements for the preparation of the SWPPP, a number of non-storm water discharges were evaluated to determine if they are significant contributors of pollutants to the storm sewer system. Non-storm water discharges which were evaluated include:

1. Flushing of municipal waterlines
2. Residential, commercial and agricultural landscape irrigation
3. Stream flow diversions
4. Groundwater outputs and rising elevations
5. Uncontaminated pumped ground water
6. Uncontaminated groundwater infiltration
7. Filtration backwash from municipal water treatment facility
8. Discharge of foundation drains into the MS4
9. Potable water source discharges
10. Condensation from air conditioning units
11. Car washing by individual residents
12. Discharges from the chlorinated swimming pools
13. Wash water from street sweeping activities
14. Water discharged from firefighting activities

These sources of non-storm water inputs into the municipal separate storm sewer system were determined **not** to be significant contributors of pollutants. Therefore, BMPs will not be prepared to address these storm water discharges.

The City of Coon Rapids has developed this SWPPP, and the Best Management Practices within it, to reach the goal of reducing the discharge of pollutants to the “maximum extent practicable.”

CITY OF COON RAPIDS MS4 SWPPP

This SWPPP incorporates new activities and existing practices to develop a program, designed to protect water quality as required by the Clean Water Act. The BMPs included within this SWPPP, are the results of the City carefully and thoughtfully evaluating the storm water discharges within their jurisdiction, and as a result believe implementation of these BMPs meet the prescribed “maximum extent practicable” standard.

III. STORM WATER POLLUTION PREVENTION PROGRAM

This Storm Water Pollution Prevention Program (SWPPP) outlines the Best Management Practices (BMPs) which are appropriate for the City of Coon Rapids to control or reduce the pollutants in storm water runoff to the maximum extent practicable. This SWPPP was developed based on the factors previously discussed within the areas tributary to the Municipal Separate Storm Sewer System.

The City of Coon Rapids reserves the right to amend and/or delete the described BMPs based on the availability of funding for this program. Furthermore, the City may coordinate the responsibility of selected BMPs with other governing agencies such as community groups, non-profit organizations, soil and water conservation districts, watershed districts, watershed management organizations, school districts, University of Minnesota Extension, or county, regional, state, and federal government programs, which represent storm water within the City.

Best Management Practices (BMPs) have been prepared for each of the six minimum control measures. A description of each BMP, an implementation schedule, measurable goals that determine the success or benefit, and the person responsible to complete each BMP is included in **Section II**.

A description of the six minimum control measures and the BMPs which have been developed to meet the requirements of each minimum control measure are outlined in the following pages:

MCM 1.0 PUBLIC EDUCATION AND OUTREACH ON STORMWATER IMPACTS

The public education program has been developed to distribute educational materials to the community or conduct equivalent outreach activities. The BMPs identified will focus on the impact of storm water discharges on streams, rivers, and wetlands, and the steps that the public can take to reduce pollutants in storm water runoff.

These activities have been prepared to individually address each of the six minimum control measures. For each minimum control measure, the education program identifies the audience or audiences involved, educational goals for each audience, activities used to reach educational goals for each audience, activity implementation plans, including responsible persons in charge, entities responsible for given activities, and schedules and performance measures that can be used to determine success in reaching educational goals.

The public education and outreach BMPs that will be undertaken include:

- 1) Produce and distribute information on illicit discharges, erosion, shoreline management, composting and pollution prevention and other applicable BMPs utilized in the SWPPP. This information may be distributed through City mailings, newsletters, bill stuffing, and on the City website.
- 2) Incorporate public information on the SWPPP issues into a separate page on the City's website. The web page would specifically describe the SWPPP, each minimum control measure, the goals and actions planned by the City, provide links to BMPs, articles on each control measure, and collect feedback from site visitors.
- 3) Provide training opportunities for City staff including erosion control, BMPs, good housekeeping, and pollution prevention. Training topics could include, but are not limited to:
 - a) Mn/DOT Erosion Control Certification
 - b) Storm Water Pollution Prevention Program Workshops
 - c) Best Management Practices Workshops
 - d) Brochures and publications distributed to staff
- 4) Coordinate/develop public education materials and outreach programs with Coon Creek Watershed District. Programs will consist of website development, public presentations, educational materials, etc.

MCM 2.0 PUBLIC PARTICIPATION/INVOLVEMENT

This minimum control measure requires that the City provide measures to receive public input and opinion on the adequacy of the SWPPP. This input can be received from public meetings, oral testimony, and written correspondence. To reach this goal, the City anticipates implementing the following BMPs:

- 1) Conduct an annual public meeting on the City's Storm Water Pollution Prevention Program and solicit opinion on the plan and consider written and oral input on the adequacy of the SWPPP.

CITY OF COON RAPIDS MS4 SWPPP

- 2) The City intends to incorporate public information on SWPPP issues into a separate page on the City's website. The web page would specifically describe the SWPPP, each minimum control measure, the goals and actions planned by the City, provide links to BMPs, articles on each control measure, and collect feedback from site visitors.

MCM 3.0 ILLICIT DISCHARGE DETECTION AND ELIMINATION

A number of BMPs have been developed to implement and enforce a program to detect and eliminate illicit discharges into the municipal separate storm sewer system. These BMPs include:

- 1) Review existing city ordinances relating to illicit discharges, and develop/adopt an illicit discharge ordinance (if necessary).
- 2) Utilize volunteer organizations to collect trash and debris from roadsides.
- 3) Annually update all identified City-owned storm sewer conveyances (24" or greater) to reflect changes or additions to the storm sewer system. This will also identify all outfalls and discharge points leaving the City.
- 4) Continue to visually inspect and record all reported non-stormwater discharges within 24 hours of discovery and/or report.
- 5) Train City staff, implement procedures, and incorporate BMPs in handling equipment and hazardous materials used by the City.
- 6) Develop and implement a program to detect and reduce non-storm water discharges, including illegal dumping. This program will include illicit discharges as identified in City code 13-704.

MCM 4.0 CONSTRUCTION SITE STORM WATER RUNOFF CONTROL

A number of BMPs have been developed and will be implemented and enforced to reduce pollutants and storm water runoff from construction activities with land disturbances equal to or greater than one acre. These BMPs include:

- 1) Review current permit stipulations/City codes relating to project specific erosion and sediment control (update as necessary).
- 2) Every applicant for a City permit to allow land disturbing activities must submit a project specific stormwater management plan (if applicable) and/or erosion control plan to the City.
- 3) Provide a phone number, website, and point of contact for the public to report storm water pollution issues. Staff procedures for stormwater non-compliance are defined in BMP summary sheet 4e-1.

CITY OF COON RAPIDS MS4 SWPPP

- 4) Construction site operators must conform to NPDES Phase II, watershed district, and City ordinances pertaining to erosion and sediment controls and waste controls.
- 5) All erosion control inspections, violations, and remedial actions taken by the City will comply with NPDES Phase II construction permit guidelines. New City staff will be provided erosion control training within 3 years of the individual's hire date.

MCM 5.0 POST CONSTRUCTION STORM WATER MANAGEMENT FOR NEW DEVELOPMENT AND REDEVELOPMENT

A program of BMPs has been prepared to address storm water runoff from new development and redevelopment projects that disturb equal to or greater than one acre. This program insures that controls are in place that would prevent or minimize water quality impacts from development activities. These BMPs include:

- 1) Continue to use existing development review policies currently in place to address water quality, erosion control, and BMP's
- 2) City staff will document and record all repairs, maintenance, or new construction of structural and non-structural BMP's used on City construction projects.
- 3) Inspecting post-construction BMP's then evaluating inspection records for determining the corrective maintenance actions (if necessary) for the long-term operation of all storm water management facilities.

MCM 6.0 POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

To meet the requirements of the pollution prevention and good housekeeping for municipal operations, a number of BMPs have been prepared. These BMPs include:

- 1) Annual inspection of 20% of the outfalls, sediment basis, and ponds within the city's storm sewer system. The results of these inspections will be compiled in a report and include sediment levels, watershed information and record recommended maintenance and maintenance schedules.
- 2) Inspect and document all structural pollution control devices a minimum of once per year.
- 3) The City will continue with the street sweeping program.
- 4) Evaluating, annually inspecting, and modifying (if necessary) current BMP's in place on all exposed stockpiles, storage, and materials located within City owned property.
- 5) The City will annually evaluate landscaping and lawn-care practices, which may include the use of fertilizers, pesticides, herbicides, lawn mowing, grass clipping collection, mulching and composting, and develop BMPs to reduce storm water pollution.

CITY OF COON RAPIDS MS4 SWPPP

- 6) The City will annually review practice and policies of road salt applications. The City will consider alternative products, calibration of equipment, inspection of vehicles and staff training to reduce pollutants from road deicing activities.
- 7) The City will continue with the current street sweeping program, identify improvements, and implement changes to reduce storm water pollutants.

MCM 7.0 ADDITIONAL BEST MANAGEMENT PRACTICES

- 1) The City will prepare a Loading Assessment, Nondegradation Report, and comply to the public participation process as per Part X. Appendix D of the MS4 General Permit.
- 2) The City will adopt and implement the Minnesota Department of Health's "*Evaluating Proposed Storm Water Infiltration Projects in Vulnerable Wellhead Protection Areas*" (Draft-July 19, 2006) as a guidance manual in evaluating all proposed infiltration projects within or adjacent to vulnerable drinking water supply management areas (DWSMA).

IV. BEST MANAGEMENT PRACTICES IMPLEMENTATION PLAN

A summary of BMPs are provided in **Table 1**. Detailed descriptions of each of the BMPs contained within the SWPPP are provided in **Section II**.

CITY OF COON RAPIDS MS4 SWPPP

Table 1
BMP IMPLEMENTATION PROGRAM

Best Management Practices	Description of BMP & Goal	Schedule
MCM 1 Public Education and Outreach		
1a-1 <u>Distribute Educational Materials</u> Brochures, Handouts, and Newsletters, SWPPP Web Page, Annual Public Meeting	Produce and distribute information on illicit discharges, erosion control, 6 MCM's, BMP's, shoreline management, and other SWPPP practices. Coordinate with CCWD to develop educational materials and outreach programs.	January 1, 2007. Annually evaluate and update as needed 2008 – 2011.
1b-1 Implement an Education Program	Record attendance, web site visits, keep minutes, record statements/requests, and written comments.	January 1, 2007. Annually evaluate and update as needed 2008 – 2011.
1c-1 through 1c-6 Education Programs	Increase awareness, understanding, and knowledge of daily behavior changes, the City's SWPPP, and 6 MCM's that reduce stormwater pollution within the City.	Refer to each specific educational program BMP summary sheet.
1d-1 Coordination of Educational Programming	Continue to coordinate educational components, programming, and schedule with outside organizations.	January 1, 2007 or as specified in each BMP of MCM 1.
1e-1 Annual Public Meeting	Hold an annual public meeting to distribute educational materials and present an overview of the MS4 program and City's SWPPP	Minimum of once/year, annually through May 31, 2011.
MCM 2 Public Participation and Involvement		
2a-1 Comply with Public Notice Requirements	Notice the annual public meeting in the official newspaper 30 days prior to the meeting date	Annually through May 31, 2011
2b-1 Solicit Public Input and Opinion on the Adequacy of the SWPPP	Hold an annual public meeting and host a web page to solicit public opinion on the SWPPP	Minimum of once/year, annually through 2011.
2c-1 Consider Public Input	Record attendance, keep minutes, record statements, and written comments and document changes made to the SWPPP	Minimum of once/year, annually through 2011.
MCM 3 Illicit Discharge Detection and Elimination		
3a-1 Storm Sewer System Map	Update storm sewer system map, as needed.	Annually 2006 – May 31, 2011
3b-1 Regulatory Control Program	Review existing city ordinances relating to illicit discharges, and develop/adopt an illicit discharge ordinance (if necessary).	Review existing ordinance/Draft ordinance/public comment period (if applicable) in 2006. City Council review/Adopt ordinance in 2007 (if applicable). Annually review existing ordinances or adopt ordinance 2008-May 31, 2011.

CITY OF COON RAPIDS MS4 SWPPP

Best Management Practices	Description of BMP & Goal	Schedule
<p>3c-1 Illicit Discharge Detection and Elimination Plan</p>	<p>Utilize volunteer organizations to collect trash and debris from roadsides. Develop and implement a program to detect and reduce non-storm water discharges.</p>	<p>February 1, 2007</p>
<p>3d-1 Public and Employee Illicit Discharge Information Program</p>	<p>Review current illicit discharge educational information/training available to City staff and public.</p>	<p>Annual review in 2006 to May 31, 2011</p>
<p>3e-1 Identification of Non Stormwater Discharges and Flows</p>	<p>The City has identified and evaluated all non-storm water discharges (as defined in Part V.G.3.e) to be insignificant pollutant contributors.</p>	<p>Completed</p>
<p>MCM 4 Construction Site Storm Water Runoff Control</p>		
<p>4a-1 Ordinance or other Regulatory Mechanism</p>	<p>Review current permit stipulations/City codes relating to project specific erosion and sediment control (update as necessary).</p>	<p>Review and add additional requirements (if applicable) by January 1, 2007. Implement permit requirements in 2007 to May 31, 2011.</p>
<p>4b-1, 4c-1 Construction Site Implementation of Erosion and Sediment Control BMP's: Waste Controls for Construction Site Operators</p>	<p>Construction site operators must conform to NPDES Phase II, watershed district, and City ordinances pertaining to erosion and sediment controls and waste controls.</p>	<p>Review and add additional requirements (if applicable) by January 1, 2007. Implement permit requirements by February 1, 2007 to May 31, 2011.</p>
<p>4d-1 Procedure for Site Plan Review</p>	<p>Every applicant for a City permit to allow land disturbing activities must submit a project specific stormwater management plan (if applicable) and/or erosion control plan to the City.</p>	<p>Continue in 2006; monitor throughout May 31, 2011.</p>
<p>4e-1 Establishment of Procedures for the Receipt and Consideration of Reports of Stormwater Noncompliance</p>	<p>Provide a phone number, website, and point of contact for the public to report storm water pollution issues. Staff procedures for stormwater non-compliance are defined in BMP summary sheet 4e-1.</p>	<p>Develop/Implement by January 1, 2007; evaluate and update as needed in 2008 through May 31, 2011.</p>
<p>4f-1 Establishment of Procedures for Site Inspections and Enforcement</p>	<p>All erosion control inspections, violations, and remedial actions taken by the City will comply with NPDES Phase II construction permit guidelines. New City staff will be provided erosion control training within 3 years of the individual's hire date.</p>	<p>Review and revise (if necessary) current inspection and enforcement procedures. Annually update training records through May 31, 2011.</p>
<p>MCM 5 Post Construction Storm Water Management Measures</p>		
<p>5a-1 Development and Implementation of Structural and/or Non-Structural BMP's</p>	<p>The City will evaluate all structural and non-structural BMP's during the plan review process for the potential of new and/or revised BMP's. The City will also actively look for non-structural opportunities where prudent and feasible.</p>	<p>Begin evaluation January 1, 2007, annually through May 31, 2011.</p>

CITY OF COON RAPIDS MS4 SWPPP

Best Management Practices	Description of BMP & Goal	Schedule
<p>5b-1 Regulatory Mechanism to Address Post Construction Runoff from New Development and Redevelopment</p>	<p>The City will continue to inspect and maintain all storm water management facilities as described within the Comprehensive Storm Water Management Plan and applicable City codes.</p>	<p>Continue in 2006 and update as needed 2007 to May 31, 2011</p>
<p>5c-1 Long-term Operation and Maintenance of BMP's</p>	<p>The City will continue to annually inspect a minimum of 20% of all its MS4 outfalls, sediment basins, and ponds, then evaluate and record the number of proposed maintenance projects and successful funding of each project (if applicable). Success of this BMP is defined as achieving the measurable goals of minimum control measure 6.</p>	<p>Continue in 2006 to May 31, 2011</p>
<p>MCM 6 Pollution Prevention/Good Housekeeping Measures</p>		
<p>6a-1 Municipal Operations and Maintenance Program</p>	<p>Develop and implement a pollution prevention operations & maintenance schedule consistent with the BMPs detailed in this permit and minimum control measure #6.</p>	<p>Implement in 2007; annually evaluate and update as needed 2007 – May 31, 2011.</p>
<p>6a-2 Street Sweeping Program</p>	<p>Street sweep twice annually. Record the annual number of times streets are brush swept as well as document any additional activities that were undertaken regarding this program</p>	<p>Sweep twice per year; record annually 2006- May 31, 2011.</p>
<p>6b-2 Annual Inspection of All Structural Pollution Control Devices</p>	<p>Inspect and document all structural pollution control devices a minimum of once per year.</p>	<p>Minimum of once/year, annually through May 31, 2011.</p>
<p>6b-3 Inspection of a Minimum of 20% of the MS4 Outfalls, Sediment Basins and Ponds Each Year on a Rotating Basis.</p>	<p>The City will inspect a minimum of 20% each year and record the number of outfalls (24" or greater) inspected, and rate the condition of outfalls and ponds.</p>	<p>Inspect a minimum of 20% per year, through May 31, 2011.</p>
<p>6b-4 Annual Inspection of All Exposed Stockpile, Storage, and Material Handling Areas.</p>	<p>Locate and inspect all exposed stockpile, storage and material handling areas located on City-owned properties, record inspections, correct and document all remedial actions a minimum of once per year.</p>	<p>Continue annually through May 31, 2011.</p>
<p>6b-5 Inspection Follow-up, Including the Determination of Whether Repair, Replacement, or Maintenance Measures are Necessary and the Implementation of the Corrective Measures.</p>	<p>Repair, replacement, and/or maintenance completed will be documented and recorded within the City's SWPPP annually.</p>	<p>Annually update records in 2006 to May 31, 2011.</p>
<p>6b-6 Record Reporting and Retention of All Inspections and Responses to the Inspections</p>	<p>The City will record the number of inspection record requests and distributed materials.</p>	<p>Minimum of one/year, annually through May 31, 2011.</p>
<p>6b-7 Evaluation of Inspection Frequency</p>	<p>Record retention of inspection results and maintenance performed or recommended. The frequency of inspections may be adjusted after 2 years at the discretion of the City engineer.</p>	<p>Minimum of one/year, annually through May 31, 2011.</p>

CITY OF COON RAPIDS MS4 SWPPP

Best Management Practices	Description of BMP & Goal	Schedule
<p>6b-8 Landscaping & Lawn Care Practices Review</p>	<p>Continue to evaluate current practices of fertilizer, pesticide, and herbicide application, mowing operations, grass clipping collection, mulching, and composting.</p>	<p>Minimum of one/year, annually through May 31, 2011.</p>
<p>6b-9 Road Salt Application Review</p>	<p>Continue to evaluate current practices of road salt applications, alternative products, calibration of equipment, inspection of vehicles and staff training.</p>	<p>Minimum of one/year, annually through May 31, 2011.</p>
<p>Additional BMP's</p>		
<p>7 Nondegradation for Selected MS4s</p>	<p>The City will prepare a Loading Assessment, Nondegradation Report, and comply to the public participation process as per Part X. Appendix D of the MS4 General Permit.</p>	<p>Submit by December 1, 2007</p>
<p>8 Evaluation of Potential Storm Water Infiltration Projects for Impacts within Source Water Protection Areas</p>	<p>The City will adopt and implement the Minnesota Department of Health's "Evaluating Proposed Storm Water Infiltration Projects in Vulnerable Wellhead Protection Areas" (Draft-July 19, 2006</p>	<p>Implement prior to January 1, 2007</p>

V. ANNUAL REPORT

An annual report will be prepared and submitted to the MPCA prior to June 30 of each year from 2006 through 2011. This annual report will summarize the following:

A. Status of Compliance With Permit Conditions

The annual report will contain an assessment of the appropriateness of the BMPs and progress toward achieving the identified measurable goals for each of the minimum control measures. This assessment will be based on results collected and analyzed, inspection findings, and public input received during the reporting period.

B. Work Plan

The annual report will contain a list of storm water activities that are planning to be undertaken in the next reporting cycle.

C. Modifications to the SWPPP

The annual report will identify changes to BMPs or measurable goals for any of the minimum control measures.

D. Notice of Coordinated Activities

A notice will be included in the annual report for any portions of the permit for which a government entity or organization outside of the MS4 is being utilized to fulfill any BMP contained in the SWPPP.

Coon Creek Watershed District Storm Water Pollution Prevention Plan Public Education & Governmental Relations



Background and Regulatory Context

The Coon Creek Watershed District is a special unit of government organized pursuant to the Minnesota Watershed District Act (Minnesota Statute 103D). While M.S.103D and 103B provides the most basic authorities for the District, a variety of State and Federal statutes influence the District's operation and priorities.

The Mission of the Coon Creek Watershed District is to manage the groundwater and the surface water drainage system to prevent property damage, maintain hydrologic balance and protect water quality for the safety and enjoyment of citizens, and the preservation and enhancement of wildlife habitat.

As the lead local agency in water resource conservation and management, the Coon Creek Watershed District (District) provides leadership in the protection, management and use of the water and related land resources. The District's approach to management integrates ecological, economic, and social factors to maintain and enhance the quality of the watershed to meet current and future needs. The District intends to pursue its mission by using the natural drainage system to provide for conveyance and disposal of stormwater runoff without degrading the natural system.

The Coon Creek Watershed District's commitment to land stewardship and public service is the framework within which water and related land resources will be managed. Implicit in its mission statement is the District's collaboration with the public and other local, state and federal agencies as stewards of the watershed and its resources.

In February 2003, the Minnesota Pollution Control Agency informed the Coon Creek Watershed District that the public ditch system under the Watershed District's jurisdiction functions as a storm sewer, the District had been included in a group of Municipal Separate Storm Sewer Systems (MS4s).

Public and Governmental Relations

The purpose of this program is to ensure that the continuing planning and management of the Coon Creek Watershed District (CCWD) is responsive to the needs and concerns of an informed public and to coordinate policies and programs of the local, state, and federal government agencies to achieve consistency with the plan. A program consisting of three activities has been developed to carry out the District's policies. The components are:

1. Education
2. Information
3. Involvement

In practice, overlap will occur among these three components; all information is educational in nature, and education requires involvement.

1. Education

Description

Greater public awareness of the watershed’s resources, the appropriate use of resources, and the issues and conflicts that arise when managing resources are major needs of the District. Increasing awareness is the first step in enhancing the public’s commitment to sound natural resource management. The District also makes several presentations each year to high school students and civil organizations. These presentations focus on the establishment of the District, its purposes and policies, and the issues facing the watershed. The response from these groups has been more positive since the discussion was redirected from a scientific evaluation of District issues to a more policy-oriented approach.

Objective

- 8.1 To implement an education program that addresses each minimum control measure
- 8.2 To support education opportunities for K-12

Measure / Outcome

Task	Measure / Outcome
Conferences and Workshops	Number of Conferences
General Education	Total public education efforts
HS Presentations	Number of presentations
Storm Water Ed Materials	Number of materials/events
Water Quality Education Grants	Number grants and grant budget

Means

Task	Means										
	Board	Staff	Engr	ACD	CAC	TAC/ TEP	Cntrctr	Local Agenc	State Agenc	Fed Agenc	Land Owner
Conferences and Workshops	X	X			X	X	X	X			X
General Education	X	X			X			X	X		X
HS Presentations	X	X						X			
Storm Water Ed Materials	X	X			X	X	X	X			X
Water Quality Education Grants	X			X				X			

Schedule

On-going

2. Information

Description

Public information is essential in any public capital or regulatory program. It is also a prerequisite to both public education and public involvement. To be able to participate and to sense when that participation will be most effective, individuals must first know the issues and the decisions to be made.

Objectives

- 1.2 To minimize the disturbance to wetlands
- 4.3 To provide information to the public and decision makers
- 4.4 To define the roles and responsibilities of governmental units in implementing land use controls for the protection of groundwater quality
- 7.2 To protect, preserve and manage unique resource areas and unique and/or endangered species of plants and animals that populate these areas from the impact of unplanned development.
- 8.3 To increase and maintain the public interest in and support for the Watershed's management programs.
- 8.4 To reach as large and diverse an audience as possible
- 11.1 To provide information to the public and decision makers

Measures / Outcome

Task	Measure / Outcome
Articles- City News Letters	Number of articles
Demonstration Projects	Number of demonstration projects
Developer's Handbook: Principles and Standards	Development of Application packet and Handbook
Low Impact Development	Number of Drainage Sensitive developments reviewed
Model Ordinance Principles/Standards	Number of Ordinances adopted
Pre-application Conference	Number of pre-application conferences
Representation at Special Events	Number of presentations
Watershed District Rules and Standards	
Web Site	Web Site developed

Means

Task	Means										
	Board	Staff	Engr	ACD	CAC	TAC/ TEP	Cntrctr	Local Agenc	State Agenc	Fed Agenc	Land Owner
Articles- City News Letters		X						X			X
Demonstration Projects		X	X	X		X	X	X	X		X
Developer's Handbook: Principles and Standards		X	X					X			X
Low Impact Development		X						X			X
Model Ordinance Principles/Standards		X						X			
Pre-application Conference		X									X
Representation at Special Events		X		X				X	X		
Watershed District Rules and Standards		X						X			
Web Site		X		X					X		

Schedule

On-going

3. Involvement

Description

The purpose of this activity is to provide for active involvement of the public and related units of government in developing and implementing water management plans and activities

Objectives

- 1.1 To maintain ditch and conveyance systems at design grade
- 1.3 To preserve the location, character, and extent of natural drainage courses
- 3.3 To identify the roles and responsibilities of governmental units in implementing land use controls for the protection of groundwater quality
- 4.1 To provide for active involvement of the public and related units of government in developing and implementing water management plans and activities
- 4.2 Coordinate the policies, plans, programs, and regulations of all state and local agencies to be consistent with the comprehensive management plan.
- 4.3 To provide information to the public and decision makers
- 4.4 To define the roles and responsibilities of governmental units in implementing land use controls for the protection of groundwater quality
- 7.2 To protect, preserve and manage unique resource areas and unique and/or endangered species of plants and animals that populate these areas from the impact of unplanned development.
- 7.3 To focus on the performance of water and related land resources

- 9.1 To protect the health and safety of the present and future people that live within the watershed
- 9.2 To provide for opportunities and uses of the water and related natural resources of the watershed which are demanded and appropriate for the area.
- 11.1 To provide information to the public and decision makers
- 11.2 Coordinate the policies, plans, programs, and regulations of all state and local agencies are consistent with the comprehensive management plan.
- 11.3 Hold at least one public meeting per year addressing the Storm Water Pollution Prevention Program annual report
- 11.4 To ensure that the key issues are identified and that acceptable solutions are included in the plan;
- 11.5 To provide for active involvement of the public and related units of government in developing and implementing water management plans and activities
- 11.6 To provide opportunities for the public to participate in water quality activities

Measures / Outcomes

Task	Measure / Outcome
Advisory Committees	Number of meetings
Agenda Distribution	Number on distribution list
Annual Open House Meeting	Completed meeting and attendance
Citizen Assisted Monitoring Program (CAMP)	Number of participants
Comprehensive Plan Development	Number of Workshops/Reviews
Coordination with Local and County Government	Number of TAC and TEP meetings
Creek Clean up-Adopt-A-Stream Programs	Occurrence
Hearings	Number of Hearings
Issue Management Hotline	Number of issues
Lakeshore Homeowners Associations	Number of contacts with Lake Association
Local Water Plan Review and Approval	Number of Local Plans reviewed
Open Mike	Number of open mike presentations
Plan & Permit Coordination	Number of TAC and TEP meetings
Post-Construction Pond Inspection	Number of inspections
Regular Meetings	Number of Meeting per year
Stakeholder Meeting	Number of Meetings

Means

Task	Means										
	Board	Staff	Engnr	ACD	CAC	TAC/ TEP	Cntrctr	Local Agenc	State Agenc	Fed Agenc	Land Owner
Advisory Committees	X	X			X	X					
Agenda Distribution	X	X	X	X	X	X		X	X	X	X
Annual Open House Meeting	X	X	X		X	X		X			X
Citizen Assisted Monitoring Program (CAMP)		X							X		X
Comprehensive Plan Development	X	X	X	X	X	X		X	X	X	X
Coordination with Local and County Government	X	X	X			X		X	X		

Task	Means										
	Board	Staff	Engnr	ACD	CAC	TAC/ TEP	Cntrctr	Local Agenc	State Agenc	Fed Agenc	Land Owner
Creek Clean Up Adopt-A-Stream Programs		X	X					X			X
Hearings	X	X	X			X		X	X		X
Issue Management Hotline	X	X	X					X			X
Lakeshore Homeowners Associations		X			X			X			
Local Water Plan Review and Approval	X	X	X			X		X			
Open Mike Plan & Permit Coordination		X	X	X		X	X	X	X	X	X
Post-Construction Pond Inspection		X	X			X		X			X
Regular Meetings	X	X	X								
Stakeholder Meeting	X	X	X	X	X	X		X	X	X	X

Schedule

Ongoing

BMP by Target Audience

Group	BMP	Examples
Residents	Articles On Stormwater Topics Storm Water Ed Materials Web Site Water Quality Education Grants Articles- City News Letters Lakeshore Homeowners Associations	“Water IQ” series: Information materials covering several topics. Brochures include: *Nature of the Watershed *Public Ditches: Nature and care *Nature of erosion and sedimentation
Resident Involvement	Lakeshore Homeowners Associations Water Resource Management Plans Annual Open House Meeting Citizen Assisted Monitoring Program (CAMP) Great Coon Creek Watershed Cleanup Representation at Special Events General Education Issue Management Hotline Watershed District Rules and Standards	Crooked Lake Homeowner Association Crooked Lake CAMP volunteer Coon Creek Cleanup
Students	Annual Open House Meeting Storm Water Ed Materials Web Site Water Quality Education Grants HS Presentations	Water Quality Education grants for wetland restoration Website updates
Developers/Engineers	Annual Open House Meeting Storm Water Ed Materials Web Site Water Resource Management Plans Representation at Special Events Issue Management Hotline Watershed District Rules and Standards Demonstration Projects Model Ordinance Principles/Standards Construction Handbook Drainage Sensitive Uses-Low Impact Development Developer’s Handbook: Principles and Standards	Updated Rules & Regulations Website updates

City Staffs	Annual Open House Meeting Web Site Water Resource Management Plans Representation at Special Events Issue Management Hotline Watershed District Rules and Standards Demonstration Projects Model Ordinance Principles/Standards Construction Handbook Drainage Sensitive Uses-Low Impact Development Lakeshore Homeowners Associations Great Coon Creek Watershed Cleanup General Education Articles- City News Letters Post-Construction Pond Inspection Model Street Sweeping Policy Maintenance Handbook	District Tour Non-degradation plan coordination Newsletter articles on seasonal stormwater topics
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Annual Review

The District will annually review the public involvement and participation program as part of its Storm Water Pollution Prevention Plan (SWPPP) at its regular May meeting, and provide member cities with an annual report on the program by June 30 of each year.

Member cities may use this annual report in their own annual report prepared on their overall Storm Water Pollution Prevention Program, and review the results of the public involvement and participation programs at their own public meeting.

Government Relations and Involvement

The CCWD is a special district containing parts of four cities and one township. The four cities are MS4s that must meet NPDES Phase II permit requirements. Principle partners in coordinating the delivery or execution of BMPs include but are not limited to: Anoka County; Anoka Conservation District (ACD); Cities of Andover, Blaine, Coon Rapids and Ham Lake, DNR, BWSR, University of Minnesota Extension, and schools and colleges.

	CCWD	County	ACD	Cities	Schools	State
<i>BMP</i>						
Annual Open House Meeting	X					
Articles- City News Letters				X		
Articles On Stormwater Topics			X	X		
Citizen Assisted Monitoring Program (CAMP)					X	
Developer's Handbook: Principles and Standards				X		
Drainage Sensitive Uses-Low Impact Development		X	X	X		
General Education		X	X	X	X	
Great Coon Creek Watershed Cleanup		X		X		
HS Presentations					X	
Issue Management Hotline		X	X	X		X
Lakeshore Homeowners Associations		X	X	X		X
Model Ordinance Principles/Standards				X		
Post-Construction Pond Inspection				X		
Representation at Special Events		X	X	X	X	
Storm Water Ed Materials				X	X	
Water Quality Education Grants		X	X	X	X	
Water Resource Management Plans		X	X	X	X	X
Watershed District Rules and Standards		X	X	X		X
Web Site		X	X	X		

Coon Creek Watershed District

2. PUBLIC INVOLVEMENT/PARTICIPATION

- **Requirement:** Comply with public notice requirements when implementing public involvement/participation program.
- **Standards:**
 1. Implement a program of appropriate BMPs and measurable goals.
 2. Hold at least one public meeting per year obtaining input on the adequacy of the proposed Storm Water Pollution Prevention Program.

GOAL(S)

To provide for active involvement of the public in the implementation of the Comprehensive Management Plan.

To coordinate policies and programs of the local, regional, state and federal government agencies to achieve consistency with the Watershed's comprehensive plan.

Objectives

1. To provide for active involvement of the public and related units of government in developing and implementing water management plans and activities
2. To ensure that the key issues are identified and that acceptable solutions are included in the plan;
3. Coordinate the policies, plans, programs, and regulations of all state and local agencies are consistent with the comprehensive management plan.
4. Utilize to the maximum extent practicable, provisions of federal, state, and local legislation to accomplish the goals of the District's comprehensive plan, and make recommendations for new legislation where needed.

Hold 24 regularly scheduled meetings

Hold one tour of the District, open to advisory committee members, city councils, county board members and legislators

Attend MAWD Conference

Strategy

To accomplish the above objectives, the Coon Creek Watershed District will pursue the following types of Activities:

1. Activities/public participation
2. Involvement/public opinion

BMPs and Outcomes

BMP	Outcome Measure
Great Coon Creek Watershed Cleanup	Occurred
Citizen Assisted Monitoring Program (CAMP)	Number of participants
Comprehensive Plan development	Number of Workshops/Reviews
Lakeshore Homeowners Associations	Number of contacts
Annual Open House Meeting	Occurred
Open Mike	Number of items
Hearings	Number of hearings
Regular Meetings	Number of meetings
Advisory Committees	Number of meetings
Demonstration Projects	Number of demonstration projects
Agenda Distribution	Number of distribution list
Local Water Plan Review and Approval	Number of approved plans
TEP	Number of TEP meetings
Plan & Permit Coordination	Number of permit applications

1. Hold at least one public meeting per year obtaining input on the adequacy of the proposed Storm Water Pollution Prevention Program

The District will annually review the public involvement and participation program at its regular December meeting, and provide member cities with an annual report on the program by December 31 of each year. Member cities may use this annual report in their own annual report prepared on their overall Storm Water Pollution Prevention Program, and review the results of the public involvement and participation programs at their own public meeting.

General Implementation Schedule

Year	BMP
2003	Comprehensive Plan development
2004	Representation at Special Events
2006	Demonstration Projects
2007	Great Coon Creek Watershed Cleanup
Ongoing	Citizen Assisted Monitoring Program (CAMP)
	Lakeshore Homeowners Associations
	Annual Open House Meeting
	Open Mike
	Hearings
	Regular Meetings
	Advisory Committees
	Agenda Distribution
	Local Water Plan Review and Approval
	TEP
	Plan & Permit Coordination

	Description
Goal	
Objective	
Strategy	To accomplish this objective the CCWD will:
BMPs	The CCWD will accomplish this strategy through
Performance Measure / Outcome	
Implementation Plan and Schedule	
Key External Factors / Coordination	

BMP Summary Sheet

MS4 Name: City of Coon Rapids

Minimum Control Measure: 1-PUBLIC EDUCATION AND OUTREACH

Unique BMP Identification Number: 1a-1

***BMP Title:** Distribute Educational Materials

***BMP Description:**

The City will produce and distribute articles and information on the City's Storm Water Pollution Prevention Plan including information on the annual public meeting, illicit discharges, erosion control, shoreline management, composting and pollution prevention and other applicable best management practices. This publication will be distributed through City mailings, workshops, presentations, website postings, and newsletters.

The City Engineer will also designate a City staff person to be responsible for:

1. Coordinating all storm water education.
2. Establishing a storm water education committee.
3. Developing an educational activities schedule and determine the amount of funding needed annually for educational outreach/training.

The City will begin working collaboratively with Coon Creek Watershed District. The storm water education committee will coordinate with the Coon Creek Watershed District in developing educational materials and outreach programs. Programs will consist of website development, high school presentations, storm water educational materials, etc. Specific program information can be found in CCWD's "*Storm water Pollution Prevention Plan- Public Education & Governmental Relation*".

Education Goal: This program is designed to develop an understanding of storm water impacts and the City's SWPPP, and preventative measures the public can implement to reduce and prevent storm water pollution.

Audience: This activity will be directed to all City residents, property owners, and business owners within the urbanized area.

Location(s) in SWPPP of detailed information relating to this BMP:

Index Page 1: BMP ID No. 1a-1 Distribute Educational Materials – Record of Activities Completed.

***Measurable Goals:**

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

***Timeline/Implementation Schedule:**

Implementation of this BMP will coincide with BMP summary sheet 1b-1.

Specific Components and Notes:

Please note that educational samples may be included in each annual report. Information may be added or modified to the website as necessary.

***Responsible Party for this BMP:**

Name: Doug Vierzba

Department: City Engineer

Phone: 763-767-6465

E-mail: vierzba@ci.coon-rapids.mn.us

**Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness*

BMP Summary Sheet Page 2

Responsible Person:

Name: Doug Vierzba
Title: City Engineer
Phone: 763-767-6465
E-mail: vierzba@ci.coon-rapids.mn.us

BMP ID No. 1a-1 Distribute Educational Materials

Record of Activities Completed:

Outlined below is a description of the specific activities that were undertaken by the City over the past year that document the City has met the measurable goals associated with this BMP.

Date	Description	Contact Person (if different than responsible person)

I hereby certify that the above activities were completed.

Signature of Responsible Official

Title

Date

BMP Summary Sheet

MS4 Name: City of Coon Rapids

Minimum Control Measure: PUBLIC EDUCATION AND OUTREACH

Unique BMP Identification Number: 1b-1

*BMP Title: Implement an Education Program								
*BMP Description: <p>The City will develop and distribute educational material and present an overview of the MS4 program and six minimum control measures used within the City's SWPPP. Educational material will include storm water issues, potentially consisting of (but not limited to) non-point source pollution, erosion and sediment control, NPDES regulation and guidance, illicit discharge, storm water pollution prevention goals of the City, local agency contact information, and additional storm water website links.</p> <p>The City Engineer will also designate a City staff person responsible for all storm water education and outreach within the City. Responsibilities will consist of:</p> <ol style="list-style-type: none">1. Establishing a storm water education committee and meeting schedule.2. Develop educational activities schedule and materials (webpage development, brochures, articles, presentations, workshops, etc.)3. Collaborate the implementation of educational activities and outreach programs with Coon Creek Watershed District, Anoka Conservation District, Six Cities WMO, and Lower Rum River WMO.4. Determine annual funding for educational activities schedule.5. Annually implement educational activities schedule. <p>Location(s) in SWPPP of detailed information relating to this BMP: Index Page 1: BMP ID No. 1b-1 Implement an Education Program – Record of Activities Completed.</p>								
*Measurable Goals: <p>The City will document the number of attendees at each scheduled activity (public meeting, workshop, presentation, website visits, etc.) as a way to measure the effectiveness of each activity. The City will then review the effectiveness of each activity in determining the following year's educational activities. Success of this BMP will be defined as completing the implementation schedule and annually reviewing and revising (if applicable) the educational activities schedule.</p>								
*Timeline/Implementation Schedule: <table><tr><td>Designate a City staff person responsible for all storm water education and outreach.</td><td>January 1, 2007</td></tr><tr><td>Establish a storm water education committee who will coordinate educational efforts with WD/WMO's, prepare an educational activities schedule and determine the amount of funding needed annually for educational outreach/training.</td><td>February 1, 2007</td></tr><tr><td>After allocation of funds, secure City Council/City Engineer approval for appropriate allocation of storm water utility fees. Begin implementing educational activities schedule.</td><td>March 1, 2007</td></tr><tr><td>Review and revise educational activities schedule and funding. Distribute/host a minimum of four educational materials or workshops per year.</td><td>Annually- January 1, 2008 through 2011</td></tr></table>	Designate a City staff person responsible for all storm water education and outreach.	January 1, 2007	Establish a storm water education committee who will coordinate educational efforts with WD/WMO's, prepare an educational activities schedule and determine the amount of funding needed annually for educational outreach/training.	February 1, 2007	After allocation of funds, secure City Council/City Engineer approval for appropriate allocation of storm water utility fees. Begin implementing educational activities schedule.	March 1, 2007	Review and revise educational activities schedule and funding. Distribute/host a minimum of four educational materials or workshops per year.	Annually- January 1, 2008 through 2011
Designate a City staff person responsible for all storm water education and outreach.	January 1, 2007							
Establish a storm water education committee who will coordinate educational efforts with WD/WMO's, prepare an educational activities schedule and determine the amount of funding needed annually for educational outreach/training.	February 1, 2007							
After allocation of funds, secure City Council/City Engineer approval for appropriate allocation of storm water utility fees. Begin implementing educational activities schedule.	March 1, 2007							
Review and revise educational activities schedule and funding. Distribute/host a minimum of four educational materials or workshops per year.	Annually- January 1, 2008 through 2011							
Specific Components and Notes:								
*Responsible Party for this BMP: <p>Name: Doug Vierzba Department: City Engineer Phone: 763-767-6465 E-mail: vierzba@ci.coon-rapids.mn.us</p>								

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BMP Summary Sheet Page 2

Responsible Person:

Name: Doug Vierzba
Title: City Engineer
Phone: 763-767-6465
E-mail: vierzba@ci.coon-rapids.mn.us

BMP ID No. 1b-1 Implement an Education Program
Record of Activities Completed:

Outlined below is a description of the specific activities that were undertaken by the City over the past year that document the City has met the measurable goals associated with this BMP.

Date	Description	Contact Person (if different than responsible person)

I hereby certify that the above activities were completed.

Signature of Responsible Official

Title

Date

BMP Summary Sheet

MS4 Name: City of Coon Rapids

Minimum Control Measure: PUBLIC EDUCATION AND OUTREACH

Unique BMP Identification Number: 1c-1

<p>*BMP Title: Education Program: Public Education and Outreach Program</p>
<p>*Audience(s) Involved: All City residents, property owners, and business owners.</p>
<p>*Educational Goals for Each Audience: The City will raise awareness to the audiences involved by providing information on stormwater pollution prevention, effects of illicit discharge, best management practices, components of the City SWPPP, and outside entity resources available to City residents and business owners.</p>
<p>*Activities Used to Reach Educational Goals:</p> <ol style="list-style-type: none">1. <u>Printed Brochures</u>: Educational brochures will encourage best management practices, increase awareness of non-point source pollution, and provide local contact information for residents to request further information on specific stormwater topics.2. <u>Collaborate with Coon Creek Watershed District</u>: The storm water education committee will coordinate with the Coon Creek watershed district in developing educational materials and outreach programs. Programs will consist of website development, high school presentations, storm water educational materials, etc. Specific program information can be found in CCWD's "<i>Storm Water Pollution Prevention Plan- Public Education & Governmental Relations</i>".
<p>*Activity Implementation Plan:</p> <ol style="list-style-type: none">1. <u>Printed Brochures</u>: Will be available at City Hall and on the City's webpage beginning March 1, 2007. The effectiveness of this activity will be measured by the number of website hits annually.2. <u>Collaborate With Coon Creek Watershed District</u>: Implementation of educational activities will begin on March 1, 2007. Specific activities will follow the educational activities schedule as determined by the storm water education committee. The effectiveness of this activity will be measured by attending each scheduled meeting.3. <u>Educational Activities Schedule</u>: Refer to BMP sheet 1b-1. <p>Refer to BMP summary sheet 1b-1 timeline/implementation schedule.</p>
<p>*Performance Measures: The City will document the number of attendees at each scheduled activity (public meeting, workshop, presentation, website visits, etc.) and requests for printed brochures, as a way to measure the effectiveness of each activity used. The City will then review the effectiveness of each activity used in determining the following year's educational activities. Success of this BMP will be defined as annually reviewing and revising (if applicable) the educational activities schedule.</p>
<p>*Responsible Party for this BMP:</p> <p>Name: Doug Vierzba Department: City Engineer Phone: 763-767-6465 E-mail: vierzba@ci.coon-rapids.mn.us</p>

**Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.*

BMP Summary Sheet Page 2

Responsible Person:

Name: Doug Vierzba
Title: City Engineer
Phone: 763-767-6465
E-mail: vierzba@ci.coon-rapids.mn.us

BMP ID No. 1c-1 Education Program: Public Education and Outreach Program
Record of Activities Completed:

Outlined below is a description of the specific activities that were undertaken by the City over the past year that document the City has met the measurable goals associated with this BMP.

Date	Description	Contact Person (if different than responsible person)

I hereby certify that the above activities were completed.

Signature of Responsible Official

Title

Date

BMP Summary Sheet

MS4 Name: City of Coon Rapids

Minimum Control Measure: PUBLIC EDUCATION AND OUTREACH

Unique BMP Identification Number: 1c-2

*BMP Title: Education Program: Public Participation
*Audience(s) Involved: City of Coon Rapids residents.
*Educational Goals for Each Audience: The City will sponsor a storm water education committee consisting of (at a minimum) City staff, Coon Creek Watershed District staff, and volunteer residents. The goal of this program is to increase awareness and understanding of water quality issues and the Storm Water Pollution Prevention Program to local residents.
*Activities Used to Reach Educational Goals: Public presentations on storm water quality issues, workshops and/or hands-on demonstrations of non-point pollution sources, BMPs, and behavior changes residents can implement to reduce or prevent stormwater pollution. Specific activities will be scheduled by the storm water education committee with collaboration from the Coon Creek watershed district. The City and Coon Creek Watershed District will be responsible for presenting the activities or retaining the services of an outside consultant to conducted specific activities. Program information and objectives can be found in CCWD's " <i>Storm Water Pollution Prevention Plan-Public Education & Governmental Relations</i> ".
*Activity Implementation Plan: Implementation of this BMP will coincide with BMP summary sheet 1b-1.
*Performance Measures: The effectiveness of this BMP will be measured by the City monitoring and annually recording the number of participants and volunteer hours. Success of this BMP will be defined by increasing awareness of the program, benefits to local residents, and documenting the number of participants for each scheduled activity.
*Responsible Party for this BMP: Name: Doug Vierzba Department: City Engineer Phone: 763-767-6465 E-mail: vierzba@ci.coon-rapids.mn.us

**Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.*

BMP Summary Sheet Page 2

Responsible Person:

Name: Doug Vierzba
Title: City Engineer
Phone: 763-767-6465
E-mail: vierzba@ci.coon-rapids.mn.us

BMP ID No. 1c-2 Education Program: Public Participation

Record of Activities Completed:

Outlined below is a description of the specific activities that were undertaken by the City over the past year that document the City has met the measurable goals associated with this BMP.

Date	Description	Contact Person (if different than responsible person)

I hereby certify that the above activities were completed.

Signature of Responsible Official

Title

Date

BMP Summary Sheet

MS4 Name: City of Coon Rapids

Minimum Control Measure: PUBLIC EDUCATION AND OUTREACH

Unique BMP Identification Number: 1c-3

*BMP Title: Education Program: Illicit Discharge Detection and Elimination	
*Audience(s) Involved: City of Coon Rapids residents, City staff, and the general public.	
*Educational Goals for Each Audience: The City or its designee will increase the public's awareness of the potential sources and negative effects of illicit non-storm water discharges, as well as alternative uses for unwanted materials. This BMP includes providing information on recycling options, services, and programs within the City, such as drop-off sites for household hazardous waste. The City will also review the current educational activities undertaken by its staff to prevent illicit discharges from daily public works activities and other general City operations. These activities may include, but are not limited to, educational brochures, newsletters, videos, and workshops. The City will train staff, implement procedures, and incorporate best management practices in the handling of hazardous materials used by City staff.	
*Activities Used to Reach Educational Goals: <u>Distribute Educational Material:</u> The City will distribute illicit discharge, household hazardous waste, and recycling program literature to residents a minimum of two times annually through City newsletters, utility bill inserts, and continuously on the City's Storm Water website. <u>Staff Education:</u> The City will also review the current educational activities undertaken by its staff to prevent illicit discharges from daily public works activities and other general City operations. These educational activities may include, but are not limited to, videos, training, and workshops. The City will train staff, implement procedures, and incorporate best management practices in the handling of hazardous materials used by all City staff.	
*Activity Implementation Plan:	
Provide educational activities to City staff a minimum of one time annually.	January 1, 2007 through May 31, 2011
Distribute illicit discharge educational material to the public a minimum of two times annually.	January 1, 2007 through May 31, 2011
*Performance Measures: The City will record all comments received, requests for information, and complaints regarding potential illicit discharge (refer to MCM #3). The City will continue to annually review the educational content of printed literature for adequacy and update as necessary. Educational material, presentations, and requests for additional information will continue to be distributed and documented annually, through the life of this permit, May 31, 2011.	
*Responsible Party for this BMP:	
Name: Craig Borchardt	
Department: Vehicle Maintenance Superintendent	
Phone: 763-767-6462	
E-mail: cborchardt@ci.coon-rapids.mn.us	

**Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.*

BMP Summary Sheet Page 2

Responsible Person:

Name: Craig Borchardt
Title: Vehicle Maintenance Superintendent
Phone: 763-767-6462
E-mail: cborchardt@ci.coon-rapids.mn.us

BMP ID No. 1c-3 Education Program: Illicit Discharge Detection and Elimination
Record of Activities Completed:

Outlined below is a description of the specific activities that were undertaken by the City over the past year that document the City has met the measurable goals associated with this BMP.

Date	Description	Contact Person (if different than responsible person)

I hereby certify that the above activities were completed.

Signature of Responsible Official

Title

Date

BMP Summary Sheet

MS4 Name: City of Coon Rapids

Minimum Control Measure: PUBLIC EDUCATION AND OUTREACH

Unique BMP Identification Number: 1c-4

*BMP Title: Education Program: Construction Site Run-off Control
*Audience(s) Involved: City staff and contractors performing work within the City.
*Educational Goals for Each Audience: <ol style="list-style-type: none">1. <u>Contractors:</u> Increased awareness of construction site runoff and review of project specific erosion control BMPs.2. <u>City Staff:</u> Introduce new ideas relating to construction site pollution prevention, develop an understanding of the SWPPP, and increase the knowledge of specific NPDES construction permit and city ordinance requirements.3. Review of erosion control plans and project specific SWPPP for all construction projects requiring a City grading permit.
*Activities Used to Reach Educational Goals: <ol style="list-style-type: none">1. <u>Staff Training:</u> Provide training on how to prevent soil erosion on a construction site, proper erosion control and inspection, and review the components of the storm water pollution prevention plan (SWPPP).2. <u>Plan Review/On-site Pre-Construction Meetings with Contractors:</u> City staff will meet with contractors prior to the start of construction projects to discuss on implementing project specific BMP's, requirements of the NPDES construction permit/project SWPPP, City and NPDES standards for erosion control monitoring, site inspections, and violations.
*Activity Implementation Plan: <ol style="list-style-type: none">1. The City will continue to implement plan reviews and pre-construction meetings in 2006 through May 31, 2011.2. The City will begin documenting all staff training on January 1, 2007 through May 31, 2011.
*Performance Measures: <p>Document the number of educational materials distributed/requested, preconstruction meetings held, and presentations/workshops/field training attended by City staff. Pre-construction meetings will be required as a pre-requisite to the issuance of City grading permits. Success of this BMP will be measured by training all applicable new City staff within three years of the individual's hire date and conducting a pre-construction meeting with every applicant for a City grading permit.</p>
*Responsible Party for this BMP: <p>Name: Doug Vierzba Department: City Engineer Phone: 763-767-6465 E-mail: vierzba@ci.coon-rapids.mn.us</p>

**Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.*

BMP Summary Sheet Page 2

Responsible Person:

Name: Doug Vierzba
Title: City Engineer
Phone: 763-767-6465
E-mail: vierzba@ci.coon-rapids.mn.us

BMP ID No. 1c-4 Education Program: Construction Site Runoff Control
Record of Activities Completed:

Outlined below is a description of the specific activities that were undertaken by the City over the past year that document the City has met the measurable goals associated with this BMP.

Date	Description	Contact Person (if different than responsible person)

I hereby certify that the above activities were completed.

Signature of Responsible Official

Title

Date

BMP Summary Sheet

MS4 Name: City of Coon Rapids

Minimum Control Measure: PUBLIC EDUCATION AND OUTREACH

Unique BMP Identification Number: 1c-5

<p>*BMP Title: Education Program: Post-Construction Stormwater Management in New Development and Redevelopment</p>
<p>*Audience(s) Involved: City of Coon Rapids residents and business owners.</p>
<p>*Educational Goals for Each Audience: The City's goal for this BMP includes educating residents and business owners on the importance of storm water management within their neighborhood and increasing their understanding of maintenance procedures for existing storm water management systems within the City.</p>
<p>*Activities Used to Reach Educational Goals: Printed educational materials Presentations at the annual public meeting Stormwater web page Comprehensive Storm Water Management Plan Educational activities developed and scheduled by the storm water educational committee</p>
<p>*Activity Implementation Plan: The City will distribute Post-Construction Stormwater Management literature to residents a minimum of two times annually and continuously on the City's Stormwater website. The City will also present an overview of the post construction management ordinances to the public during the annual public meeting.</p>
<p>*Performance Measures: The City will document the number of attendees at the annual public meeting, distributed educational materials annually, and requests for additional information. The success of this BMP will be achieved as distributing a minimum of two Post-Construction Stormwater Management related educational materials to residents annually.</p>
<p>*Responsible Party for this BMP: Name: Doug Vierzba Department: City Engineer Phone: 763-767-6465 E-mail: vierzba@ci.coon-rapids.mn.us</p>

**Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.*

BMP Summary Sheet

MS4 Name: City of Coon Rapids

Minimum Control Measure: PUBLIC EDUCATION AND OUTREACH

Unique BMP Identification Number: 1c-6

*BMP Title: Education Program: Pollution Prevention/Good Housekeeping for Municipal Operations
*Audience(s) Involved: City staff involved in public works projects and construction projects.
*Educational Goals for Each Audience: The goal of this program is to: <ol style="list-style-type: none">1. Introduce and demonstrate the implementation of specific BMPs for use in public works projects and activities.2. Develop an understanding of the City's SWPPP.3. Promote a greater understanding of MCM's #3-6.
*Activities Used to Reach Educational Goals: The City will provide training opportunities for City staff in erosion control, best management practices, good housekeeping, and pollution prevention. These may include but are not limited to: Mn/DOT erosion control certification, SWPPP workshops, and BMP workshops. Refer to MCM 6 for further information.
*Activity Implementation Plan: The City will provide a minimum of one training opportunity and document the number of training sessions and the number of participants in attendance. Training topics and schedules will vary annually. This activity will begin on January 1, 2007 and continue annually through the expiration of this permit, May 31, 2011.
*Performance Measures: The City will document the number of training sessions and the number of participants attending. The success of this BMP will be achieved through training and/or certifying all applicable City staff within three years of the individual's hire date.
*Responsible Party for this BMP: Name: Doug Vierzba Department: City Engineer Phone: 763-767-6465 E-mail: vierzba@ci.coon-rapids.mn.us

**Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.*

BMP Summary Sheet

MS4 Name: City of Coon Rapids

Minimum Control Measure: PUBLIC EDUCATION AND OUTREACH

Unique BMP Identification Number: 1d-1

<p>*BMP Title: Coordination of Education Program</p>
<p>*BMP Description:</p> <p>The City will collaborate and coordinate the development and implementation of the City's educational activities and outreach programs with Coon Creek Watershed District, Anoka Conservation District, Six Cities WMO, and Lower Rum WMO. The City will develop then utilize the storm water education committee to achieve this BMP, as described in BMP sheet 1b-1.</p> <p>Location(s) in SWPPP of detailed information relating to this BMP: Index Page 1: BMP ID No. 1a-1, 1b-1, 1c-1, 1c-2, 1c-3, 1c-4, 1c-5, 1c-6. Public Education & Outreach</p>
<p>*Measurable Goals:</p> <p>The effectiveness of this BMP will be evaluated a minimum of once annually. Success of this BMP will be in achieving and/or identifying modifications to the educational program, as defined in 1a-1, 1b-1, 1c-1, 1c-2, 1c-3, 1c-4, 1c-5, and 1c-6.</p>
<p>*Timeline/Implementation Schedule:</p> <p>This activity will begin on January 1, 2007 and continue annually through the expiration of this permit, May 31, 2011, or as specified in 1a-1, 1b-1, 1c-1, 1c-2, 1c-3, 1c-4, 1c-5, and 1c-6.</p>
<p>Specific Components and Notes:</p>
<p>*Responsible Party for this BMP:</p> <p>Name: Doug Vierzba Department: City Engineer Phone: 763-767-6465 E-mail: vierzba@ci.coon-rapids.mn.us</p>

**Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.*

BMP Summary Sheet Page 2

Responsible Person:

Name: Doug Vierzba
Title: City Engineer
Phone: 763-767-6465
E-mail: vierzba@ci.coon-rapids.mn.us

BMP ID No. 1d-1 Coordination of Education Program
Record of Activities Completed:

Outlined below is a description of the specific activities that were undertaken by the City over the past year that document the City has met the measurable goals associated with this BMP.

Date	Description	Contact Person (if different than responsible person)

I hereby certify that the above activities were completed.

Signature of Responsible Official

Title

Date

BMP Summary Sheet

MS4 Name: City of Coon Rapids

Minimum Control Measure: PUBLIC EDUCATION AND OUTREACH

Unique BMP Identification Number: 1e-1

<p>*BMP Title: Annual Public Meeting</p>
<p>*BMP Description:</p> <p>The City will hold an annual public meeting to distribute educational materials and present an overview of the MS4 program and the City's SWPPP. Oral and written statements will be received and considered for inclusion into the SWPPP by City staff.</p> <p>Location(s) in SWPPP of detailed information relating to this BMP: Index Page 1: BMP ID No. 1e-1 Annual Public Meeting – Record of Activities Completed</p>
<p>*Measurable Goals:</p> <p>The City will document the number of attendees at the public meeting, all comments received, and responses to each comment in the record of decision. The effectiveness of this BMP will be measured by the number of residents who attend the annual public meeting. The success of this BMP is defined by the public's increased awareness about stormwater pollution and the MS4 program.</p>
<p>*Timeline/Implementation Schedule:</p> <p>This activity will be conducted annually through the expiration of this permit, May 31, 2011.</p>
<p>Specific Components and Notes:</p> <p>Specific topics most requested and/or discussed will be expanded for discussion on the City's stormwater website and/or at the next scheduled annual public meeting.</p>
<p>*Responsible Party for this BMP:</p> <p>Name: Doug Vierzba Department: City Engineer Phone: 763-767-6465 E-mail: vierzba@ci.coon-rapids.mn.us</p>

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BMP Summary Sheet Page 2

Responsible Person:

Name: Doug Vierzba
Title: City Engineer
Phone: 763-767-6465
E-mail: vierzba@ci.coon-rapids.mn.us

**BMP ID No. 1e-1 Annual Public Meeting
Record of Activities Completed:**

Outlined below is a description of the specific activities that were undertaken by the City over the past year that document the City has met the measurable goals associated with this BMP.

Date	Description	Contact Person (if different than responsible person)

I hereby certify that the above activities were completed.

Signature of Responsible Official

Title

Date

BMP Summary Sheet

MS4 Name: City of Coon Rapids

Minimum Control Measure: 2-PUBLIC PARTICIPATION/INVOLVEMENT

Unique BMP Identification Number: 2a-1

<p>*BMP Title: Comply with Public Notice Requirements</p>
<p>*BMP Description:</p> <p>The City will submit a public meeting notice to the local newspaper for print a minimum of 30 days prior to annual public meeting date. The public notice will include the dates, times, and locations of the meeting, contact person name and phone number, and a brief narrative highlighting the SWPPP. The City may also post additional public notice on the City's website and at government offices within City.</p> <p>Location(s) in SWPPP of detailed information relating to this BMP: Index Page 2: BMP ID No. 2a-1 Comply with Public Notice Requirements – Record of Activities Completed.</p>
<p>*Measurable Goals:</p> <p>A copy of the printed public notice will be retained by the City and submitted with the annual report to the MPCA annually. The effectiveness of this BMP will be measured by the number of public notices posted. Success will be defined as submitting the public meeting notice to the local newspaper for print at least 30 days in advance of the meeting.</p>
<p>*Timeline/Implementation Schedule:</p> <p>This activity will be completed annually through the expiration of this permit, May 31, 2011.</p>
<p>Specific Components and Notes:</p>
<p>*Responsible Party for this BMP:</p> <p>Name: Doug Vierzba Department: City Engineer Phone: 763-767-6465 E-mail: vierzba@ci.coon-rapids.mn.us</p>

**Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.*

BMP Summary Sheet Page 2

Responsible Person:

Name: Doug Vierzba
Title: City Engineer
Phone: 763-767-6465
E-mail: vierzba@ci.coon-rapids.mn.us

BMP ID No. 2a-1 Comply With Public Notice Requirements
Record of Activities Completed:

Outlined below is a description of the specific activities that were undertaken by the City over the past year that document the City has met the measurable goals associated with this BMP.

Date	Description	Contact Person (if different than responsible person)

I hereby certify that the above activities were completed.

Signature of Responsible Official

Title

Date

BMP Summary Sheet

MS4 Name: City of Coon Rapids

Minimum Control Measure: 2-PUBLIC PARTICIPATION/INVOLVEMENT

Unique BMP Identification Number: 2b-1

<p>*BMP Title: Solicit Public Input and Opinion on the Adequacy of the SWPPP</p>
<p>*BMP Description:</p> <p>The City will conduct a public meeting and host a website on the City's Stormwater Pollution Prevention Program; solicit public opinion on the plan, and consider written and oral input into the SWPPP.</p> <p>Location(s) in SWPPP of detailed information relating to this BMP: Index Page 2: BMP ID No. 2b-1 Solicit Public Input and opinion on the Adequacy of the SWPPP – Record of Activities Completed</p>
<p>*Measurable Goals:</p> <p>Document the public meeting, record attendance, keep minutes, record statements and written comments and document changes made to the SWPPP. The effectiveness of this BMP will be measured by the number of residents who attend the public meeting. Success will be defined as having the public attend the public meeting and visit the City's stormwater website.</p>
<p>*Timeline/Implementation Schedule:</p> <p>This activity will be completed annually beginning in 2007 and continue through the expiration of this permit, May 31, 2011.</p>
<p>Specific Components and Notes:</p>
<p>*Responsible Party for this BMP:</p> <p>Name: Doug Vierzba Department: City Engineer Phone: 763-767-6465 E-mail: vierzba@ci.coon-rapids.mn.us</p>

**Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.*

BMP Summary Sheet Page 2

Responsible Person:

Name: Doug Vierzba
Title: City Engineer
Phone: 763-767-6465
E-mail: vierzba@ci.coon-rapids.mn.us

BMP ID No. 2b-1 Solicit Public Input and Opinion on the Adequacy of the SWPPP
Record of Activities Completed:

Outlined below is a description of the specific activities that were undertaken by the City over the past year that document the City has met the measurable goals associated with this BMP.

Date	Description	Contact Person (if different than responsible person)

I hereby certify that the above activities were completed.

Signature of Responsible Official

Title

Date

BMP Summary Sheet

MS4 Name: City of Coon Rapids

Minimum Control Measure: 2-PUBLIC PARTICIPATION/INVOLVEMENT

Unique BMP Identification Number: 2c-1

<p>*BMP Title: Consider Public Input</p>
<p>*BMP Description:</p> <p>The City will conduct a public meeting and host a stormwater website on the City's Stormwater Pollution Prevention Program; solicit public opinion on the plan, and consider written and oral input into the SWPPP. Responses will be documented within the record of decision and submitted in conjunction with the annual report to the MPCA.</p> <p>Location(s) in SWPPP of detailed information relating to this BMP: Index Page: BMP ID No. 2c-1 Consider Public Input – Record of Activities Completed</p>
<p>*Measurable Goals:</p> <p>Hold the public meeting and host a website, record attendance and website visits, keep minutes, record statements and written comments and document changes made to the SWPPP.</p>
<p>*Timeline/Implementation Schedule:</p> <p>This activity will be completed annually beginning in 2007 and continue through the expiration of this permit, May 31, 2011.</p>
<p>Specific Components and Notes:</p>
<p>*Responsible Party for this BMP:</p> <p>Name: Doug Vierzba Department: City Engineer Phone: 763-767-6465 E-mail: vierzba@ci.coon-rapids.mn.us</p>

**Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.*

BMP Summary Sheet

MS4 Name: City of Coon Rapids

Minimum Control Measure: 3-ILLCIT DISCHARGE DETECTION AND ELIMINATION

Unique BMP Identification Number: 3a-1

<p>*BMP Title: Storm Sewer System Map</p>
<p>*BMP Description:</p> <p>The City currently has a map identifying all ponds, lakes, streams, storm sewer pipes and conveyances (equal to or greater than 24") as well as outfalls and discharge points leaving the City. As part of the SWPPP, the City will annually update this map to include changes to the storm sewer system throughout the City, including but not limited to, new development, street improvements, water quality projects, wetland mitigation projects, and any changes to the storage or conveyance of stormwater within the City.</p> <p>Location(s) in SWPPP of detailed information relating to this BMP: Index Page 3: BMP ID No. 3a-1 Storm Sewer System Map – Record of Activities Completed</p>
<p>*Measurable Goals:</p> <p>The effectiveness of this BMP will be defined as mapping all storm sewer conveyances 24" or greater that are owned by the City. The success of this BMP will be measured by annually updating all City owned storm sewer conveyances equal to or greater than 24" by May 31, 2011.</p>
<p>*Timeline/Implementation Schedule:</p> <p>This activity will be completed annually beginning in 2007 and continue through the life of this permit, May 31, 2011.</p>
<p>Specific Components and Notes:</p>
<p>*Responsible Party for this BMP:</p> <p>Name: Doug Vierzba Department: City Engineer Phone: 763-767-6465 E-mail: vierzba@ci.coon-rapids.mn.us</p>

**Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.*

BMP Summary Sheet Page 2

Responsible Person:

Name: Doug Vierzba
Title: City Engineer
Phone: 763-767-6465
E-mail: vierzba@ci.coon-rapids.mn.us

BMP ID No. 3b-1 City Regulatory Control Program
Record of Activities Completed:

Outlined below is a description of the specific activities that were undertaken by the City over the past year that document the City has met the measurable goals associated with this BMP.

Date	Description	Contact Person (if different than responsible person)

I hereby certify that the above activities were completed.

Signature of Responsible Official

Title

Date

BMP Summary Sheet

MS4 Name: City of Coon Rapids

Minimum Control Measure: 3-ILLCIT DISCHARGE DETECTION AND ELIMINATION

Unique BMP Identification Number: 3c-1

<p>*BMP Title: Illicit Discharge Detection and Elimination Plan</p>						
<p>*BMP Description:</p> <p>The City will continue to utilize volunteer organizations to collect trash and debris from roadsides. Litter will be picked up once per year and collected in plastic bags. An authorized contractor will properly dispose of the collected litter. The program will also identify hazardous materials illegally discarded and arrange for proper cleanup and disposal.</p> <p>The City will also develop and implement a program to detect and reduce non-storm water discharges, including illegal dumping. This program will include illicit discharges as identified in City Code 13-704. Procedures for detection may consist of visual inspections for non-storm water discharges on City owned land, private property (as requested), and right-of-ways within 24 hours of receipt by the City or on the next scheduled City work day. Inspection frequency will be conducted concurrent with the implementation schedule of the public works activities described in BMP summary sheets 6a-2, 6b-2, 6b-3, and 6b-4. The City will notify the MPCA state duty officer of any hazardous material spills or discharges (within 24 hours of receipt, if applicable, per NPDES Phase II requirements).</p> <p>Location(s) in SWPPP of detailed information relating to this BMP:</p> <ul style="list-style-type: none"> • BMP Id No. 3c-1 Illicit Discharge Detection and Elimination Plan – Record of Activities Completed • Section III: Chapter 13-704 of the Coon Rapids City Code 						
<p>*Measurable Goals:</p> <p>The effectiveness of this BMP will be measured by:</p> <ol style="list-style-type: none"> 1. Annually documenting the number of miles covered by trash and debris collection, 2. Annually documenting all reported non-storm water discharges occurring on City owned land, private property, and right-of-ways, as well as any remedial actions taken (if applicable). <p>Success of this BMP is defined as:</p> <ol style="list-style-type: none"> 1. Amount of volunteer hours recorded annually. 2. Developing and implementing an illicit non-storm water discharge detection and elimination program. 						
<p>*Timeline/Implementation Schedule:</p> <table style="width: 100%; border: none;"> <tr> <td style="padding: 2px;">Develop illicit discharge detection procedures</td> <td style="padding: 2px; text-align: right;">February 1, 2007</td> </tr> <tr> <td style="padding: 2px;">Begin implementing illicit discharge detection procedures</td> <td style="padding: 2px; text-align: right;">March 1, 2007</td> </tr> <tr> <td style="padding: 2px;">Inspections will be documented annually</td> <td style="padding: 2px; text-align: right;">2007 to May 31, 2011.</td> </tr> </table> <p>Documentation of trash and debris collection will begin in 2007, and continue annually until the expiration of this permit, May 31, 2011.</p>	Develop illicit discharge detection procedures	February 1, 2007	Begin implementing illicit discharge detection procedures	March 1, 2007	Inspections will be documented annually	2007 to May 31, 2011.
Develop illicit discharge detection procedures	February 1, 2007					
Begin implementing illicit discharge detection procedures	March 1, 2007					
Inspections will be documented annually	2007 to May 31, 2011.					
<p>Specific Components and Notes:</p>						
<p>*Responsible Party for this BMP:</p> <p style="margin-left: 20px;">Name: Doug Vierzba</p> <p style="margin-left: 20px;">Department: City Engineer</p> <p style="margin-left: 20px;">Phone: 763-767-6465</p> <p style="margin-left: 20px;">E-mail: vierzba@ci.coon-rapids.mn.us</p>						

**Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.*

BMP Summary Sheet

MS4 Name: City of Coon Rapids

Minimum Control Measure: 3-ILLCIT DISCHARGE DETECTION AND
ELIMINATION

Unique BMP Identification Number: 3d-1

<p>*BMP Title: Public and Employee Illicit Discharge Information Program</p>
<p>*BMP Description:</p> <p>The City or its designee will discourage illicit non-storm water discharges by educating the public (City residents, businesses, and staff) on its potential sources and effects as well as alternative uses for unwanted materials. This BMP includes providing information on recycling options, services, and programs within the City, such as drop-off sites for household hazardous waste. The City will also review the current educational activities undertaken by its staff to prevent illicit discharges from daily public works activities and other general City operations. These activities may include, but are not limited to, educational brochures, newsletters, videos, and workshops. Specific materials regarded as illicit non-storm water discharges are defined within chapters 8-203 and 13-704 of the City code.</p> <p>Location(s) in SWPPP of detailed information relating to this BMP:</p> <ul style="list-style-type: none">• BMP ID No. 3d-1 Public and Employee Illicit Discharge Information Program – Record of Activities Completed• Section III: Chapters 8-203 and 13-704 of the Coon Rapids City Code
<p>*Measurable Goals:</p> <ul style="list-style-type: none">• Number of calls to the City regarding illegal dumping or illicit discharges.• Annual review of educational materials.• Success of this BMP will be defined as distributing illicit discharge, household hazardous waste, and recycling program literature to residents and providing educational activities to City staff a minimum of one time annually.
<p>*Timeline/Implementation Schedule:</p> <p>The City will continue to annually review the educational content of printed literature for adequacy and update as necessary. Educational material, presentations, and requests for additional information will continue to be distributed and documented annually, through the life of this permit, May 31, 2011.</p>
<p>Specific Components and Notes:</p>
<p>*Responsible Party for this BMP:</p> <p>Name: Doug Vierzba Department: City Engineer Phone: 763-767-6465 E-mail: vierzba@ci.coon-rapids.mn.us</p>

**Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.*

BMP Summary Sheet Page 2

Responsible Person:

Name: Doug Vierzba
Title: City Engineer
Phone: 763-767-6465
E-mail: vierzba@ci.coon-rapids.mn.us

BMP ID No. 3d-1 Public and Employee Illicit Discharge Information Program
Record of Activities Completed:

Outlined below is a description of the specific activities that were undertaken by the City over the past year that document the City has met the measurable goals associated with this BMP.

Date	Description	Contact Person (if different than responsible person)

I hereby certify that the above activities were completed.

Signature of Responsible Official

Title

Date

BMP Summary Sheet

MS4 Name: City of Coon Rapids

Minimum Control Measure: 3-ILLCIT DISCHARGE DETECTION AND
ELIMINATION

Unique BMP Identification Number: 3e-1

<p>*BMP Title: Identification of Non Stormwater Discharges and Flows</p>
<p>*BMP Description:</p> <p>The City has identified and evaluated the following categories of non-storm water discharges (as defined in Part V.G.3.e): Water line flushing, landscape irrigation, diverted stream flows, rising ground waters, uncontaminated ground water infiltration, uncontaminated pumped ground water, discharges from potable water sources, foundation drains, air conditioning condensation, irrigation water, springs, water from crawl space pumps, footing drains, lawn watering, individual residential car washing, flows from riparian habitats and wetland, de-chlorinated swimming pool discharges, and street wash water, discharges or flows from fire fighting activities.</p> <p>The City has determined the above referenced sources of non-storm water discharge to be insignificant pollutant contributors to the MS4 system.</p> <p>Location(s) in SWPPP of detailed information relating to this BMP: Index Page 3: BMP ID No. 3e-1 Identification of Non Stormwater Discharges and Flows – Record of Activities Completed</p>
<p>*Measurable Goals:</p> <p>All non-storm water discharges (as defined in Part V.G.3.e) were evaluated and determined to be insignificant sources of pollutants to the MS4.</p>
<p>*Timeline/Implementation Schedule:</p> <p>No program or implementation plan is currently scheduled due to the insignificance of the above mentioned non-storm water discharges.</p>
<p>Specific Components and Notes:</p>
<p>*Responsible Party for this BMP:</p> <p>Name: Doug Vierzba Department: City Engineer Phone: 763-767-6465 E-mail: vierzba@ci.coon-rapids.mn.us</p>

BMP Summary Sheet Page 2

Responsible Person:

Name: Doug Vierzba
Title: City Engineer
Phone: 763-767-6465
E-mail: vierzba@ci.coon-rapids.mn.us

BMP ID No. 3e-1 Identification of Non Stormwater Discharges and Flows
Record of Activities Completed:

Outlined below is a description of the specific activities that were undertaken by the City over the past year that document the City has met the measurable goals associated with this BMP.

Date	Description	Contact Person (if different than responsible person)

I hereby certify that the above activities were completed.

Signature of Responsible Official

Title

Date

BMP Summary Sheet

MS4 Name: City of Coon Rapids

Minimum Control Measure: 4-CONSTRUCTION SITE STORMWATER RUNOFF CONTROL

Unique BMP Identification Number: 4a-1

<p>*BMP Title: Ordinance or other Regulatory Mechanism</p>
<p>*BMP Description:</p> <p>City staff will review and revise (if applicable) current City ordinances and codes annually for conformance to new or amended NPDES construction permit and/or watershed district erosion control standards. Existing applicable City ordinances regarding erosion and sediment control that currently meet or exceed the minimum NPDES requirements include 11-1848, 11-1849, 8-1212(2), 8-1215, 8-1216, 8-1217, and 8-1218 of the City Code.</p> <p><u>Target Audience:</u> Construction site operators and City staff.</p> <p>Location(s) in SWPPP of detailed information relating to this BMP:</p> <ul style="list-style-type: none">• BMP ID No. 4a-1 Ordinance or other Regulatory Mechanism – Record of Activities Completed.• Section III: Chapters 11-1848, 11-1849, 8-1212(2), 8-1215, 8-1216, 8-1217, and 8-1218 of the Coon Rapids City Code.
<p>*Measurable Goals:</p> <p>The City will annually review and update as necessary the City's erosion control ordinances.</p>
<p>*Timeline/Implementation Schedule:</p> <p>The City will review the current ordinances for conformance to NPDES minimum standards, and add additional requirements if necessary by January 1st 2007. The enforcement of new permit requirements (if necessary) will begin on February 1st, 2007 through May 31, 2011.</p>
<p>Specific Components and Notes:</p> <ul style="list-style-type: none">• Chapter 11-1848: Erosion• Chapter 11-1849: Water Pollution• Chapter 8-1212(2): Waste and Material Disposal• Chapter 8-1215: Wetlands• Chapter 8-1216: Steep Slopes• Chapter 8-1217: Catch Basins• Chapter 8-1218: Drain Leaders
<p>*Responsible Party for this BMP:</p> <p>Name: Doug Vierzba Department: City Engineer Phone: 763-767-6465 E-mail: vierzba@ci.coon-rapids.mn.us</p>

**Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.*

BMP Summary Sheet Page 2

Responsible Person:

Name: Doug Vierzba
Title: City Engineer
Phone: 763-767-6465
E-mail: vierzba@ci.coon-rapids.mn.us

BMP ID No. 4a-1 Ordinance or Other Regulatory Mechanism
Record of Activities Completed:

Outlined below is a description of the specific activities that were undertaken by the City over the past year that document the City has met the measurable goals associated with this BMP.

Date	Description	Contact Person (if different than responsible person)

I hereby certify that the above activities were completed.

Signature of Responsible Official

Title

Date

BMP Summary Sheet

MS4 Name: City of Coon Rapids

Minimum Control Measure: 4-CONSTRUCTION SITE STORMWATER RUNOFF CONTROL

Unique BMP Identification Number: 4b-1

<p>*BMP Title: Construction Site Implementation of Erosion and Sediment Control BMPs</p>
<p>*BMP Description:</p> <p>Construction site operators must conform to NPDES Phase II permit requirements, local watershed permits (if applicable), and local city ordinances for site erosion control. As part of the City's permit approval standards, erosion control BMPs must be implemented in accordance with the NPDES permit requirements. Existing applicable City ordinances regarding construction site implementation erosion and sediment control that currently meet or exceed the minimum NPDES requirements include 11-1801, 11-1848 and 8-1212, 8-1214 and 8-1217 of the City Code. The City has adopted the "Technical Guide" and the "Standards and Specifications" (Anoka Soil and Water Conservation District) as well as the design criteria, standards, and specifications contained in the MPCA publication "Protecting Water Quality in Urban Areas."</p> <p>Location(s) in SWPPP of detailed information relating to this BMP:</p> <ul style="list-style-type: none">• BMP ID No. 4b-1 Construction Site Implementation of Erosion and Sediment Control BMPs – Record of Activities Completed.• Section III: Chapters 11-1801, 11-1848, 8-1212, 8-1214, and 8-1217 of the Coon Rapids City Code.
<p>*Measurable Goals:</p> <p>No City permit to allow land disturbing activities shall be issued until all applicable permits are secured or waiver of the approval requirement has been obtained. Success of this BMP will be determined by site inspections per NPDES Phase II requirements and City permit approvals.</p>
<p>*Timeline/Implementation Schedule:</p> <p>The City will review the current City permits for conformance to NPDES minimum standards in 2006 and add additional or updated erosion control BMP requirements (if necessary) by February 1, 2007. The effectiveness of this BMP will be monitored then annually evaluated through the expiration of this permit, May 31, 2011.</p>
<p>Specific Components and Notes:</p> <ul style="list-style-type: none">• Chapter 11-1801: Compliance• Chapter 11-1848: Erosion• Chapter 8-1212: Approval Standards• Chapter 8-1214: Design Standards• Chapter 8-1217: Catch Basins
<p>*Responsible Party for this BMP:</p> <p>Name: Doug Vierzba Department: City Engineer Phone: 763-767-6465 E-mail: vierzba@ci.coon-rapids.mn.us</p>

**Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.*

BMP Summary Sheet

MS4 Name: City of Coon Rapids

Minimum Control Measure: 4-CONSTRUCTION SITE STORMWATER RUNOFF CONTROL

Unique BMP Identification Number: 4c-1

<p>*BMP Title: Waste Controls for Construction Site Operators</p>
<p>*BMP Description:</p> <p>Construction site operators must conform to NPDES Phase II permit requirements and the City's ordinances on waste and material disposal as defined in City Code 8-1212(2). All waste and unused building materials must be properly disposed of off-site and prevented from being carried by runoff into a receiving channel or storm sewer system.</p> <p>Location(s) in SWPPP of detailed information relating to this BMP:</p> <ul style="list-style-type: none">• BMP ID No. 4c-1 Waste Controls for Construction Site Operators – Record of Activities Completed• Section III: Chapter 8-1212(2), 8-1219, 8-1223, and 11-1801 of the Coon Rapids City Code.
<p>*Measurable Goals:</p> <p>No City permit to allow land disturbing activities shall be issued until all applicable permits are secured or waiver of the approval requirement has been obtained. Success of this BMP will be determined by site inspections per NPDES Phase II requirements and City Codes 11-1801, 8-1219, and 8-1223. The effectiveness of this BMP will be measured by the annual recorded number of remedial actions against construction site operations. Success of BMP will be defined as operator compliance to the City's Waste and Material Disposal, 8-1212(2), ordinance and NPDES Phase II permit regulations.</p>
<p>*Timeline/Implementation Schedule:</p> <p>The City will review the current City permits in 2006 for conformance to NPDES minimum standards, and add additional or updated waste and material disposal requirements (if necessary) by February 1, 2007. The effectiveness of this BMP will be monitored and annually evaluated through the expiration of this permit, May 31, 2011.</p>
<p>Specific Components and Notes:</p>
<p>*Responsible Party for this BMP:</p> <p>Name: Doug Vierzba Department: City Engineer Phone: 763-767-6465 E-mail: vierzba@ci.coon-rapids.mn.us</p>

**Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.*

BMP Summary Sheet

MS4 Name: City of Coon Rapids

Minimum Control Measure: 4-CONSTRUCTION SITE STORMWATER RUNOFF CONTROL

Unique BMP Identification Number: 4d-1

<p>*BMP Title: Procedure for Site Plan Review</p>
<p>*BMP Description:</p> <p>Every applicant for a city permit to allow land disturbing activities must submit a project specific storm water management plan (if applicable) and/or erosion control plan to the City for review and approval. Construction permits will be required to meet MPCA NPDES Phase II guidelines for erosion and sediment control and all applicable City ordinances and codes.</p> <p>Location(s) in SWPPP of detailed information relating to this BMP: Index Page 4: BMP ID No. 4d-1 Procedure for Site Plan Review – Record of Activities Completed</p>
<p>*Measurable Goals:</p> <p>No City permit to allow land disturbing activities shall be issued until approval of a storm water management plan (if applicable) and/or erosion control plan, or waiver of the approval requirement has been obtained. Success will be defined as enforcing the permit's submittal requirement.</p>
<p>*Timeline/Implementation Schedule:</p> <p>The City will continue to implement this BMP in 2006, and monitor then evaluate the effectiveness through the expiration of this permit, May 31, 2011. Additional or revised procedures for site plan reviews</p>
<p>Specific Components and Notes:</p>
<p>*Responsible Party for this BMP:</p> <p>Name: Doug Vierzba Department: City Engineer Phone: 763-767-6465 E-mail: vierzba@ci.coon-rapids.mn.us</p>

**Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.*

BMP Summary Sheet

MS4 Name: City of Coon Rapids

Minimum Control Measure: 4-CONSTRUCTION SITE STORMWATER RUNOFF CONTROL

Unique BMP Identification Number: 4e-1

<p>*BMP Title: Establishment of Procedures for the Receipt and Consideration of Reports of Stormwater Noncompliance</p>
<p>*BMP Description:</p> <p>The City will establish a phone line and website contact information through which the public may report potential construction site erosion control and waste disposal infractions. Reported incidents will be inspected within 24 hours of receipt or on the next scheduled work day by the City. Hazardous material spills or discharges will be reported to the MPCA State Duty Officer within 24 hours of receipt by the City or identified by the construction site operator. Remedial actions against the violator may be taken at the discretion of the City engineer, City Council, and/or City administrator.</p> <p>Location(s) in SWPPP of detailed information relating to this BMP: Index Page 4: BMP ID No. 4e-1 Establishment of Procedures for the Receipt and Consideration of Reports of Stormwater Noncompliance – Record of Activities Completed</p>
<p>*Measurable Goals:</p> <p>The City will establish contact information for receipt of construction site violations. The City will record:</p> <ul style="list-style-type: none">• The number of calls and emails related to SWPPP issues.• The number of illicit discharge and construction site complaints.• The number of clean-up activities or SWPPP changes resulting from calls or emails. <p>Success of this BMP will be defined by the implementation schedule.</p>
<p>*Timeline/Implementation Schedule:</p> <p>Establish phone hotline/post website contact information. Implement by January 1st, 2007</p> <p>Annually record all phone calls and emails received and remedial actions and/or SWPPP changes. January 1st, 2008 through May 31, 2011</p>
<p>Specific Components and Notes:</p>
<p>*Responsible Party for this BMP:</p> <p>Name: Doug Vierzba Department: City Engineer Phone: 763-767-6465 E-mail: vierzba@ci.coon-rapids.mn.us</p>

**Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.*

BMP Summary Sheet

MS4 Name: City of Coon Rapids

Minimum Control Measure: 4-CONSTRUCTION SITE STORMWATER RUNOFF CONTROL

Unique BMP Identification Number: 4f-1

<p>*BMP Title: Establishment of Procedures for Site Inspections and Enforcement</p>						
<p>*BMP Description:</p> <p>Construction site operators must conform to all NPDES construction permit standards and City ordinances pertaining to construction site erosion control and waste disposal. Inspection procedures consist of NPDES Phase II inspection requirements and violations reported by the public as defined in BMP Summary Sheets 3c-1 and 4e-1. Compliance to these ordinances will be enforced through ordinances 8-1219, 8-1223</p> <p>Enforcement procedures include:</p> <ol style="list-style-type: none">1. Written notice of the alleged violation to the responsible parties.2. Remedial actions within 2 weeks of the written notice or proof of this action being unwarranted.3. Failure to respond forwarded to the City attorney for further action, including monetary reimbursement of damages. <p>Location(s) in SWPPP of detailed information relating to this BMP:</p> <ul style="list-style-type: none">• BMP ID No. 4f-1 Establishment of Procedures for Site Inspections and Enforcement – Record of Activities Completed.• Section III: Chapters 8 and 11 of Coon Rapids City Code.						
<p>*Measurable Goals:</p> <p>The City will begin to annually evaluate the effectiveness of site inspections and enforcement procedures via enforcement actions taken annually. Additional and/or revised procedures will be added (if applicable) when deemed necessary or found non-conforming to NPDES Phase II requirements.</p>						
<p>*Timeline/Implementation Schedule:</p> <table><tr><td>Evaluate all recorded violations, determine if additional and/or revised inspection and enforcement procedures are needed.</td><td>prior to January 1, 2007</td></tr><tr><td>Draft/finalize revised inspection and enforcement procedures (if applicable)</td><td>January 1, 2007</td></tr><tr><td>Implement new/revised inspection and enforcement procedures (if applicable)</td><td>February 1, 2007</td></tr></table> <p>The implementation schedule will continue annually through the expiration of this permit, May 31, 2011.</p>	Evaluate all recorded violations, determine if additional and/or revised inspection and enforcement procedures are needed.	prior to January 1, 2007	Draft/finalize revised inspection and enforcement procedures (if applicable)	January 1, 2007	Implement new/revised inspection and enforcement procedures (if applicable)	February 1, 2007
Evaluate all recorded violations, determine if additional and/or revised inspection and enforcement procedures are needed.	prior to January 1, 2007					
Draft/finalize revised inspection and enforcement procedures (if applicable)	January 1, 2007					
Implement new/revised inspection and enforcement procedures (if applicable)	February 1, 2007					
<p>Specific Components and Notes:</p>						
<p>*Responsible Party for this BMP:</p> <p>Name: Doug Vierzba Department: City Engineer Phone: 763-767-6465 E-mail: vierzba@ci.coon-rapids.mn.us</p>						

**Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.*

BMP Summary Sheet Page 2

Responsible Person:

Name: Doug Vierzba
Title: City Engineer
Phone: 763-767-6465
E-mail: vierzba@ci.coon-rapids.mn.us

BMP ID No. 4f-1 Establishment of Procedures for Site Inspections and Enforcement
Record of Activities Completed:

Outlined below is a description of the specific activities that were undertaken by the City over the past year that document the City has met the measurable goals associated with this BMP.

Date	Description	Contact Person (if different than responsible person)

I hereby certify that the above activities were completed.

Signature of Responsible Official

Title

Date

BMP Summary Sheet

MS4 Name: City of Coon Rapids

Minimum Control Measure: 5-POST-CONSTRUCTION STORMWATER MANAGEMENT
IN NEW DEVELOPMENT AND REDEVELOPMENT

Unique BMP Identification Number: 5a-1

<p>*BMP Title: Development and Implementation of Structural and/or Non-structural BMPs</p>
<p>*BMP Description:</p> <p><u>Structural</u> The City will review and revise (if necessary, during the plan review process) permanent BMP designs and criteria for post-construction storm water management associated with new development and redevelopment projects. The City will also consider the implementation of low impact development practices if prudent and feasible. Existing applicable City ordinances concerning post-construction storm water management are referred to in 8-1213 and 8-1214 of the City code. The City will annually review and revise (if necessary) the current policies, requirements, and Best Management Practices specific to structural BMP's.</p> <p><u>Non-Structural</u> The City may also improve the condition of parks, wetlands, and watersheds when the opportunity arises. Potential wetland restorations, native plantings, bank stabilization, detention ponds, and other best management construction projects will continue to be actively pursued by the City when the opportunity arises.</p> <p>Location(s) in SWPPP of detailed information relating to this BMP:</p> <ul style="list-style-type: none"> • BMP No. 5a-1 Development and Implementation of Structural and/or Non-structural BMPs – Record of Activities Completed • Section III: Chapters 8-1213 and 8-1214 of the Coon Rapids City Code.
<p>*Measurable Goals:</p> <p>The City will evaluate all structural and non-structural BMP's during the plan review process for the potential of new and/or revised BMP's. The City will also actively look for non-structural opportunities where prudent and feasible. Success of this BMP is defined as annually recording all revised BMP designs and implemented structural and non-structural BMPs on City properties.</p>
<p>*Timeline/Implementation Schedule:</p> <p>Begin evaluation of all permanent BMP's (during plan review process), implement potential new/or revised BMP's. January 1, 2007</p> <p>Annually record all revised BMP designs and implemented structural and non-structural BMP's. 2007 through May 31, 2011</p>
<p>Specific Components and Notes:</p> <p>Comprehensive Storm Water Management Plan</p>
<p>*Responsible Party for this BMP:</p> <p>Name: Doug Vierzba Department: City Engineer Phone: 763-767-6465 E-mail: vierzba@ci.coon-rapids.mn.us</p>

**Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.*

BMP Summary Sheet

MS4 Name: City of Coon Rapids

Minimum Control Measure: 5-POST-CONSTRUCTION STORMWATER MANAGEMENT
IN NEW DEVELOPMENT AND REDEVELOPMENT

Unique BMP Identification Number: 5b-1

<p>*BMP Title: Regulatory Mechanism to Address Post Construction Runoff from New Development and Redevelopment</p>
<p>*BMP Description:</p> <p>The City will implement the requirements of the Comprehensive Storm Water Management Plan, along with City codes and ordinances (8-1213, 8-1222, 8-1219) to minimize the negative impacts storm water runoff may have on water quality within the City. Post-construction inspection and maintenance (as defined in the CSMP) will continue to be undertaken by the City of Coon Rapids. Corrective actions and routine maintenance of all storm water management facilities will continue to be funded by collected storm water utility fees.</p> <p>Location(s) in SWPPP of detailed information relating to this BMP:</p> <ul style="list-style-type: none">• BMP No. 5b-1 Regulatory Mechanism to Address Post Construction Runoff from New Development and Redevelopment – Record of Activities Completed• Section III: Chapters 8-1213, 8-1222 and 8-1219 of the Coon Rapids City Code.
<p>*Measurable Goals:</p> <p>The City will continue to inspect and maintain all storm water management facilities as described within the Comprehensive Storm Water Management Plan and applicable City codes.</p>
<p>*Timeline/Implementation Schedule:</p> <p>The City will continue this BMP in 2006 and update (if necessary) from 2007 through May 31, 2011.</p>
<p>Specific Components and Notes:</p> <p>Comprehensive Storm Water Management Plan</p>
<p>*Responsible Party for this BMP:</p> <p>Name: Doug Vierzba Department: City Engineer Phone: 763-767-6465 E-mail: vierzba@ci.coon-rapids.mn.us</p>

**Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.*

BMP Summary Sheet

MS4 Name: City of Coon Rapids

Minimum Control Measure: 5-POST-CONSTRUCTION STORMWATER MANAGEMENT
IN NEW DEVELOPMENT AND REDEVELOPMENT

Unique BMP Identification Number: 5c-1

<p>*BMP Title: Long-term Operation and Maintenance of BMPs</p>
<p>*BMP Description:</p> <p>City staff will inspect post-construction BMP's then evaluate inspection records for determining the corrective maintenance actions (if necessary) for the long-term operation of all storm water management facilities owned by the City of Coon Rapids. Corrective actions and routine maintenance of all storm water management facilities will continue to be funded by collected storm water utility fees, and guided by the Comprehensive Storm Water Management Plan.</p> <p>Location(s) in SWPPP of detailed information relating to this BMP: Index Page 5: BMP ID No. 5c-1 Long-term Operation and Maintenance of BMPs – Record of Activities Completed</p>
<p>*Measurable Goals:</p> <p>The City will continue to annually inspect a minimum of 20% of all its MS4 outfalls, sediment basins, and ponds, then evaluate and record the number of proposed maintenance projects and successful funding of each project (if applicable). Success of this BMP is defined as achieving the measurable goals of minimum control measure 6.</p>
<p>*Timeline/Implementation Schedule:</p> <p>The City will continue to inspect, evaluate then annually record the number of proposed maintenance projects and successful funding of each project (if applicable) through the expiration of this permit, May 31, 2011.</p>
<p>Specific Components and Notes:</p>
<p>*Responsible Party for this BMP:</p> <p>Name: Doug Vierzba Department: City Engineer Phone: 763-767-6465 E-mail: vierzba@ci.coon-rapids.mn.us</p>

**Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.*

BMP Summary Sheet

MS4 Name: City of Coon Rapids

Minimum Control Measure: 6-POLLUTION PREVENTION/GOOD HOUSEKEEPING

Unique BMP Identification Number: 6a-1

<p>*BMP Title: Municipal Operations and Maintenance Program</p>						
<p>*BMP Description:</p> <p>The City’s Public Works Department will develop and implement a municipal operations pollution prevention plan consistent with the BMPs described within this MS4 permit and specified in BMPs 1c-6, 3c-1, 6a-2, 6b-2 through 6b-9 for City employees. This plan will consist of (at a minimum) training materials and workshops for City staff to help reduce storm water pollution caused from park maintenance, fleet and building maintenance, new construction and land disturbances, and storm water system maintenance.</p> <p>The City may also evaluate its maintenance facility and update the NPDES general stormwater permit for industrial activities in accordance to the NPDES requirements (if necessary).</p> <p><u>Target Audience:</u> City staff</p> <p>Location(s) in SWPPP of detailed information relating to this BMP:</p> <ul style="list-style-type: none"> • BMP ID No. 6a-1 Municipal Operations and Maintenance Program– Record of Activities Completed. 						
<p>*Measurable Goals:</p> <p>The effectiveness of this BMP will be measured by City staff annually evaluating conformance to the municipal operations pollution prevention plan, and revising (if necessary) the plan components. Success is defined as developing, implementing, and achieving the goals detailed within the plan by the implantation dates described below. The City will adhere to the NPDES Industrial Stormwater Permit Inspection Reports on no-exposure exemption (if necessary).</p>						
<p>*Timeline/Implementation Schedule:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 70%;">Develop a municipal operations pollution prevention plan</td> <td style="text-align: right;">prior to January 1, 2007</td> </tr> <tr> <td>Implement municipal operations pollution prevention plan</td> <td style="text-align: right;">March 1, 2007</td> </tr> <tr> <td>Review and revise (if necessary) plan components annually</td> <td style="text-align: right;">2007 through May 31, 2011</td> </tr> </table>	Develop a municipal operations pollution prevention plan	prior to January 1, 2007	Implement municipal operations pollution prevention plan	March 1, 2007	Review and revise (if necessary) plan components annually	2007 through May 31, 2011
Develop a municipal operations pollution prevention plan	prior to January 1, 2007					
Implement municipal operations pollution prevention plan	March 1, 2007					
Review and revise (if necessary) plan components annually	2007 through May 31, 2011					
<p>Specific Components and Notes:</p> 						
<p>*Responsible Party for this BMP:</p> <p style="margin-left: 20px;">Name: Doug Vierzba</p> <p style="margin-left: 20px;">Department: City Engineer</p> <p style="margin-left: 20px;">Phone: 763-767-6465</p> <p style="margin-left: 20px;">E-mail: vierzba@ci.coon-rapids.mn.us</p>						

**Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.*

BMP Summary Sheet Page 2

Responsible Person:

Name: Doug Vierzba
Title: City Engineer
Phone: 763-767-6465
E-mail: vierzba@ci.coon-rapids.mn.us

BMP ID No. 6a-1 Municipal Operations and Maintenance Program
Record of Activities Completed:

Outlined below is a description of the specific activities that were undertaken by the City over the past year that document the City has met the measurable goals associated with this BMP.

Date	Description	Contact Person (if different than responsible person)

I hereby certify that the above activities were completed.

Signature of Responsible Official

Title

Date

BMP Summary Sheet

MS4 Name: City of Coon Rapids

Minimum Control Measure: 6-POLLUTION PREVENTION/GOOD HOUSEKEEPING

Unique BMP Identification Number: 6a-2

*BMP Title: Street Sweeping**
*BMP Description: The City currently brush or vacuum sweeps City owned streets a minimum of twice per year in an effort to reduce the amount of sediment and trash from reaching the storm sewer system. One street sweeping activity will occur in the spring (April-June) on all streets, and the second activity will occur in the fall (September – November) on selected areas (as determined by the street superintendent). Location(s) in SWPPP of detailed information relating to this BMP: <ul style="list-style-type: none">• BMP ID No. 6a-2 Street Sweeping – Record of Activities Completed
*Measurable Goals: The City will continue recording the frequency and miles of streets that are annually swept, and quantify the amount of trash/debris removed per sweeping occurrence. Success of this BMP is defined as recording two street sweeping occurrences per year.
*Timeline/Implementation Schedule: <u>This BMP is currently implemented.</u> Spring street sweeping on all City streets, once annually (April-June). 2007 through May 31, 2011 Fall street sweeping on selected City streets, once annually (September-November). 2007 through May 31, 2011 Record the frequency, miles of streets swept and amount of trash/debris removed. Annually, 2007 through May 31, 2011
Specific Components and Notes:
*Responsible Party for this BMP: Name: Jim Lewis Department: Street Superintendent Phone: 763-767-6462 E-mail: jlewis@ci.coon-rapids.mn.us

**Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.*

BMP Summary Sheet Page 2

Responsible Person:

Name: Jim Lewis
Title: Street Superintendent
Phone: 763-767-6462
E-mail: jlewis@ci.coon-rapids.mn.us

BMP ID No. 6a-2 Street Sweeping
Record of Activities Completed:

Outlined below is a description of the specific activities that were undertaken by the City over the past year that document the City has met the measurable goals associated with this BMP.

Date	Description	Contact Person (if different than responsible person)

I hereby certify that the above activities were completed.

Signature of Responsible Official

Title

Date

BMP Summary Sheet

MS4 Name: City of Coon Rapids

Minimum Control Measure: 6-POLLUTION PREVENTION/GOOD HOUSEKEEPING

Unique BMP Identification Number: 6b-2

***BMP Title:** Annual Inspection of All Structural Pollution Control Devices

***BMP Description:**

The City Public Works Department will continue to inspect all identified structural pollution control devices on City property and right-of-ways, and prescribe a maintenance schedule as necessary. Newly constructed and rebuild structural pollution control devices will be added to the storm sewer map (BMP summary sheet 3a-1) and inspected within one year of post construction.

Location(s) in SWPPP of detailed information relating to this BMP:

- BMP ID No. 6b-2 Annual Inspection of All Structural Pollution Control Devices – Record of Activities Completed

***Measurable Goals:**

The City will continue to inspect and document all structural pollution control devices a minimum of once per year. Maintenance and repair specifications and schedules will be developed and implemented as necessary. Success of this BMP will be defined as annually conducting and documenting inspections, repairs, and maintenance projects of all structural pollution control devices.

***Timeline/Implementation Schedule:**

This BMP is currently implemented. This activity will continue to be conducted in 2006 and annually through the expiration of this permit, May 31, 2011.

Specific Components and Notes:

***Responsible Party for this BMP:**

Name: Doug Vierzba

Department: City Engineer

Phone: 763-767-6465

E-mail: vierzba@ci.coon-rapids.mn.us

**Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.*

BMP Summary Sheet

MS4 Name: City of Coon Rapids

Minimum Control Measure: 6-POLLUTION PREVENTION/GOOD HOUSEKEEPING

Unique BMP Identification Number: 6b-3

***BMP Title:** Inspection of a Minimum of 20 percent of the MS4 Outfalls, Sediment Basins and Ponds Each Year on a Rotating Basis

***BMP Description:**

The City currently inspects all mapped outfalls, sediment basins, and ponds within the City's storm sewer system. The results of these inspections will be compiled in a report which will include sediment levels, watershed information and recommended maintenance schedules.

Location(s) in SWPPP of detailed information relating to this BMP:

- BMP ID No. 6b-3 Inspection of a Minimum of 20 percent of the MS4 Outfalls, Sediment Basins and Ponds Each Year on a Rotating Basis – Record of Activities Completed

***Measurable Goals:**

The City will inspect all mapped outfalls, sediment basins, and ponds a minimum of 20% each year (on a rotating schedule during the permit coverage) and record the physical condition of each inspected outfall or pond. Success of this BMP will be defined as recording a minimum inspection rate of 20% each year of all MS4 outfalls, sediment basins, and ponds.

***Timeline/Implementation Schedule:**

This BMP is currently implemented. This activity will continue to be conducted in 2006 and annually through the expiration of this permit, May 31, 2011.

Specific Components and Notes:

***Responsible Party for this BMP:**

Name: Doug Vierzba

Department: City Engineer

Phone: 763-767-6465

E-mail: vierzba@ci.coon-rapids.mn.us

**Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.*

BMP Summary Sheet

MS4 Name: City of Coon Rapids

Minimum Control Measure: 6-POLLUTION PREVENTION/GOOD HOUSEKEEPING

Unique BMP Identification Number: 6b-4

<p>*BMP Title: Annual Inspection of All Exposed Stockpile, Storage and Material Handling Areas</p>
<p>*BMP Description:</p> <p>City staff will annually locate and inspect all exposed stockpiles and storage/material handling areas on City owned properties. All existing onsite BMP's will be inspected for conformance to NPDES Phase II permit requirements. Any identified erosion control issues will be corrected and documented as directed by the City engineer.</p> <p>Location(s) in SWPPP of detailed information relating to this BMP:</p> <ul style="list-style-type: none">• BMP ID No. 6b-4 Annual Inspection of All Exposed Stockpile, Storage and Material Handling Areas – Record of Activities Completed
<p>*Measurable Goals:</p> <p>The effectiveness of this BMP will be measured by the frequency of inspections and corrective actions. Success will be defined as locating and inspecting all exposed stockpiles and storage/material handling on City property a minimum of once each year.</p>
<p>*Timeline/Implementation Schedule:</p> <p>Locate and inspect all exposed stockpile, storage and material handling areas located on City-owned properties, record inspections, correct and document all remedial actions a minimum of once per year. Beginning in 2007; continue annually through May 31, 2011.</p>
<p>Specific Components and Notes:</p>
<p>*Responsible Party for this BMP:</p> <p>Name: Doug Vierzba Department: City Engineer Phone: 763-767-6465 E-mail: vierzba@ci.coon-rapids.mn.us</p>

**Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.*

BMP Summary Sheet

MS4 Name: City of Coon Rapids

Minimum Control Measure: 6-POLLUTION PREVENTION/GOOD HOUSEKEEPING

Unique BMP Identification Number: 6b-5

<p>*BMP Title: Inspection Follow-up Including the Determination of Whether Repair, Replacement, or Maintenance Measures are Necessary and the Implementation of the Corrective Measures</p>
<p>*BMP Description:</p> <p>Determinations of repair, replacement, or maintenance measures shall be directed by the City Engineer. All corrective maintenance, repair, and/or replacement measures shall be documented and recorded in the City's SWPPP.</p> <p>Location(s) in SWPPP of detailed information relating to this BMP:</p> <ul style="list-style-type: none">• BMP ID No. 6b-5 Inspection Follow-up Including the Determination of Whether Repair, Replacement, or Maintenance Measures are Necessary and the Implementation of the Corrective Measures – Record of Activities Completed
<p>*Measurable Goals:</p> <p>Repair, replacement, and/or maintenance completed will be documented and recorded within the City's SWPPP annually and may be submitted with the annual report to the MPCA. The effectiveness of this BMP will be measured by the number of determinations made annually. Success will be defined as completing all applicable corrective actions as determined from the inspection reports.</p>
<p>*Timeline/Implementation Schedule:</p> <p>The activity was established in 2004 and will continually be updated annually through the life of this permit, May 31, 2011.</p>
<p>Specific Components and Notes:</p>
<p>*Responsible Party for this BMP:</p> <p>Name: Doug Vierzba Department: City Engineer Phone: 763-767-6465 E-mail: vierzba@ci.coon-rapids.mn.us</p>

**Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.*

BMP Summary Sheet

MS4 Name: City of Coon Rapids

Minimum Control Measure: 6-POLLUTION PREVENTION/GOOD HOUSEKEEPING

Unique BMP Identification Number: 6b-6

<p>*BMP Title: Record Reporting and Retention of All Inspections and Responses to the Inspections</p>
<p>*BMP Description:</p> <p>The City Engineer will retain all records of inspection, maintenance, and corrective actions of the City's storm water system. Records will be available, by request, to the public upon approval by the City Engineer.</p> <p>Location(s) in SWPPP of detailed information relating to this BMP:</p> <ul style="list-style-type: none">• Index Page 6: BMP ID No. 6b-6 Record Reporting and Retention of All Inspections and Responses to the Inspections – Record of Activities Completed
<p>*Measurable Goals:</p> <p>The City will record the number of record requests and distributed materials annually. Success will be defined by the City providing the records on materials as requested.</p>
<p>*Timeline/Implementation Schedule:</p> <p>The activity was established in 2004 and will be updated annually throughout the life of this permit, May 31, 2011.</p>
<p>Specific Components and Notes:</p>
<p>*Responsible Party for this BMP:</p> <p>Name: Doug Vierzba Department: City Engineer Phone: 763-767-6465 E-mail: vierzba@ci.coon-rapids.mn.us</p>

**Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.*

BMP Summary Sheet

MS4 Name: City of Coon Rapids

Minimum Control Measure: 6-POLLUTION PREVENTION/GOOD HOUSEKEEPING

Unique BMP Identification Number: 6b-7

<p>*BMP Title: Evaluation of Inspection Frequency</p>
<p>*BMP Description:</p> <p>The City will retain records of inspection results and any maintenance performed or recommended. After two years of inspections, if patterns of maintenance become apparent, the frequency of inspections may be adjusted at the discretion of the City Engineer, given the following conditions are fulfilled:</p> <ol style="list-style-type: none">1. If maintenance or sediment removal is required as a result of each of the first two annual inspections, the frequency of inspection shall be increased to at least two (2) time annually, or more frequently as needed to prevent carry-over or washout of pollutants from structures and maximize pollutant removal.2. If maintenance or sediment removal is not required as a result of both of the first two (2) annual inspections, the frequency may be reduced to once every two (2) years. <p>Location(s) in SWPPP of detailed information relating to this BMP:</p> <ul style="list-style-type: none">• Index Page 6: BMP ID No. 6b-7 Evaluation of Inspection Frequency – Record of Activities Completed
<p>*Measurable Goals:</p> <p>The effectiveness of this BMP will be measured by the annual recording of all inspections completed the previous year. Success of this BMP will be defined as annually reviewing the frequency of inspections to the maintenance completed by the City.</p>
<p>*Timeline/Implementation Schedule:</p> <p>The activity was established in 2002 and will continue to be annually evaluated through the expiration of this permit, May 31, 2011.</p>
<p>Specific Components and Notes:</p>
<p>*Responsible Party for this BMP:</p> <p>Name: Doug Vierzba Department: City Engineer Phone: 763-767-6465 E-mail: vierzba@ci.coon-rapids.mn.us</p>

**Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.*

BMP Summary Sheet Page 2

Responsible Person:

Name: Doug Vierzba
Title: City Engineer
Phone: 763-767-6465
E-mail: vierzba@ci.coon-rapids.mn.us

BMP ID No. 6b-7 Evaluation of Inspection Frequency
Record of Activities Completed:

Outlined below is a description of the specific activities that were undertaken by the City over the past year that document the City has met the measurable goals associated with this BMP.

Date	Description	Contact Person (if different than responsible person)

I hereby certify that the above activities were completed.

Signature of Responsible Official

Title

Date

Additional BMP Summary Sheet

MS4 Name: City of Coon Rapids

Minimum Control Measure: 6-POLLUTION PREVENTION/GOOD HOUSEKEEPING

Unique BMP Identification Number: 6b-8

<p>*BMP Title: Landscaping and Lawn Care Practices Review</p>
<p>*BMP Description:</p> <p>The City will continue to annually review and, if necessary, adjust its current practices in the use of fertilizer, pesticide and herbicide application, mowing and discharge operations, grass clipping collection, mulching and composting.</p> <p>Location(s) in SWPPP of detailed information relating to this BMP:</p> <ul style="list-style-type: none">• BMP ID No. 6b-8 Landscaping and Lawn Care Practices Review – Record of Activities Completed
<p>*Measurable Goals:</p> <p>The Parks Supervisor will continue to annually review and adjust (if necessary) the City's current practices (as previously specified). The City will annually document the results of the review and the number of staff who receive training. Success will be defined as annually reviewing and adjusting current practices (if necessary).</p>
<p>*Timeline/Implementation Schedule:</p> <p>This BMP was implemented in 2004 and will continue through May 31, 2011.</p>
<p>Specific Components and Notes:</p>
<p>*Responsible Party for this BMP:</p> <p>Name: Gregg Engle Department: Parks Supervisor Phone: 763-767-6462 E-mail: gengle@ci.coon-rapids.mn.us</p>

**Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness*

Additional BMP Summary Sheet

MS4 Name: City of Coon Rapids

Minimum Control Measure: 6-POLLUTION PREVENTION/GOOD HOUSEKEEPING

Unique BMP Identification Number: 6b-9

*BMP Title: Road Salt Application Review
*BMP Description: The City will develop a program to review the practices and policies of road salt applications such as alternative products, calibration of equipment, inspection of vehicles and staff training. Adjustments to the current practices and policies will be determined by the Streets superintendent. Location(s) in SWPPP of detailed information relating to this BMP: <ul style="list-style-type: none">• Index Page 6: BMP ID No. 6b-9 Road Salt Application Review – Record of Activities Completed
*Measurable Goals: The City will record, review, then adjust (if applicable) the activities of the salt distribution program. Success will be defined as reviewing and adjusting current practices as necessary.
*Timeline/Implementation Schedule: Develop and implement a salt distribution practices and policies review program prior to February 1, 2007 Review and adjust road salt application practices and policies 2007 through May 31, 2011
Specific Components and Notes:
*Responsible Party for this BMP: Name: Jim Lewis Department: Street Superintendent Phone: 763-767-6462 E-mail: jlewis@ci.coon-rapids.mn.us

Additional BMP Summary Sheet

MS4 Name: City of Coon Rapids

Minimum Control Measure: N/A

Unique BMP Identification Number: 7

<p>*BMP Title: Nondegradation for Selected MS4s</p>
<p>*BMP Description:</p> <p>The City will prepare a Loading Assessment and Nondegradation Report as per Part X. Appendix D. Sections B & C of the MS4 General Permit. The City will follow the public participation process as per Part X. Appendix D. Section D of the MS4 General Permit. After consideration of the input received during the public participation process, the City will prepare and submit the materials required in Part X. Appendix D. Section E of the MS4 General Permit.</p> <p>During the MPCA review, notice, and preliminary determination processes, the City will work with the MPCA, if appropriate, to respond to comments and/or revise the submittal materials to prepare them for final approval.</p> <p>After final determination by the MPCA, the City will modify the SWPPP as per the approved submittal materials and as needed to meet the nondegradation requirements.</p> <p>Location(s) in SWPPP of detailed information relating to this BMP:</p>
<p>*Measurable Goals:</p> <ol style="list-style-type: none">1. The City will prepare and submit materials to meet the requirements listed above.2. The City will respond to and coordinate with the MPCA, as appropriate, during the MPCA review, notice, and preliminary determination processes.3. Modify the SWPPP as per the approved modifications and as needed to meet the nondegradation requirements.
<p>*Timeline/Implementation Schedule:</p> <p>Listed numbers below correspond to the Measurable Goals listed above</p> <ol style="list-style-type: none">1. The City will prepare and submit the required materials listed above by December 1, 2007.2. The City will respond to and coordinate with the MPCA, as appropriate, during the MPCA review, notice, and preliminary determination processes.3. After the submittal materials are approved by the MPCA, the City will modify the SWPPP, as per the approved modifications and as needed to meet the nondegradation requirements, in a timely manner.
<p>Specific Components and Notes:</p>
<p>*Responsible Party for this BMP:</p> <p>Name: Doug Vierzba Department: City Engineer Phone: 763-767-6465 E-mail: vierzba@ci.coon-rapids.mn.us</p>

Additional BMP Summary Sheet

MS4 Name: City of Coon Rapids

Minimum Control Measure: N/A

Unique BMP Identification Number: 8

*BMP Title: Evaluation of Potential Storm Water Infiltration Projects for Impacts within Source Water Protection Areas
*BMP Description: <p>The City will adopt and implement the Minnesota Department of Health's "<i>Evaluating Proposed Storm Water Infiltration Projects in Vulnerable Wellhead Protection Areas</i>" (Draft-July 19, 2006) as a guidance manual in evaluating all proposed infiltration projects within or adjacent to vulnerable drinking water supply management areas (DWSMA).</p> <p>If the proposed infiltration/discharge is determined by the City to potentially affect the local drinking water supply, the City will prohibit the construction of the infiltration area or incorporate the necessary BMPs to minimize the identified pollutant(s) prior to infiltrating the vulnerable portions of the DWSMA.</p> <p>Location(s) in SWPPP of detailed information relating to this BMP:</p>
*Measurable Goals: <ol style="list-style-type: none">1. The City will implement the Minnesota Department of Health's "<i>Evaluating Proposed Storm Water Infiltration Projects in Vulnerable Wellhead Protection Areas</i>" (Draft-July 19, 2006) as a guide in evaluating all infiltration projects within or adjacent to vulnerable DWSMA's.2. The City will prohibit the construction of the infiltration area or incorporate specific BMPs to reduce pollutants from infiltrating within vulnerable DWSMA's.3. The City will annually record the evaluation, denial, and implemented BMP's, of all proposed infiltration projects within and/or adjacent to vulnerable DWSMA's.
*Timeline/Implementation Schedule: <p>The City will begin implementation of the three above mentioned measurable goals by January 1, 2007.</p>
Specific Components and Notes: <p>The following information is located within section I of the SWPPP:</p> <ul style="list-style-type: none">• "<i>Evaluating Proposed Storm Water Infiltration Projects in Vulnerable Wellhead Protection Areas</i>" (Draft-July 19, 2006)• Maps of Vulnerable Drinking Water Supply Management Areas within the City of Coon Rapids• Source Water Assessment for the City of Coon Rapids
*Responsible Party for this BMP: <p>Name: Doug Vierzba Department: City Engineer Phone: 763-767-6465 E-mail: vierzba@ci.coon-rapids.mn.us</p>

CODES AND ORDINANCES

WASTE COLLECTION AND RECYCLING:

8-203 Unlawful Deposit. It is unlawful for any person to deposit garbage, rubbish, the body of a dead animal or any portions thereof, or other waste or recyclable materials in or upon any public highway, street, alley, public waters or ice thereon, public lands, or, without the consent of the owner, in or upon any private lands or water or ice thereon.

SURFACE WATER MANAGEMENT:

8-1212 Approval Standards. No storm water management plan which fails to meet the standards contained in this Section shall be approved by the City Council.

(1) Site Dewatering. Water Pumped from the site shall be treated by temporary sedimentation basins, grit chambers, sand filters, upflow chambers, hydro-cyclones, swirl concentrators, or other controls as appropriate. Water may not be discharged in a manner that causes erosion or flooding of the site, or receiving channels, or a wetland.

(2) Waste and Material Disposal. All waste and unused building materials (including garbage, debris, cleaning wastes, wastewater, toxic materials, or hazardous materials) shall be properly disposed of off-site and not allowed to be carried by runoff into a receiving channel or storm sewer system

(3) Tracking. Each site shall have graveled roads, access drives, and parking areas of sufficient width and length to prevent sediment from being tracked onto public or private roadways. Any sediment reaching a public or private road shall be removed by street cleaning (not flushing) before the end of each workday.

(4) Drain Inlet Protection. All storm drain inlets shall be protected during construction until control measures are in place with a straw bale, silt fence or equivalent barrier meeting accepted design criteria, standards and specifications contained in the MPCA Publication "Protecting Water Quality in Urban Areas."

(5) Site Erosion Control. The following criteria apply only to construction activities that result in runoff leaving the site.

(a) Channelized runoff from adjacent areas passing through the site shall be diverted around disturbed areas, if practical. Otherwise, the channel shall be protected as described below. Sheet flow runoff from adjacent areas greater than 10,000 square feet in area shall also be diverted around disturbed areas, unless shown to have resultant runoff rated of less than 0.5 ft./sec. across the disturbed area for the one year storm. Diverted runoff shall be conveyed in a manner that will not erode the conveyance and receiving channels.

(b) All activities on the site shall be conducted in a logical sequence to minimize the area of bare soil exposed at any one time.

(c) Runoff from the entire disturbed area on the site shall be controlled by meeting either subsection i and ii or i and iii below:

i) all disturbed ground left inactive for fourteen or more days shall be stabilized by seeding or sodding (only available prior to September 15) or by mulching or covering or other equivalent control measure.

ii) for sites with more than ten acres disturbed at one time, or if a channel originates in the disturbed area, one or more temporary or permanent sedimentation basins shall be constructed. Each sedimentation basin shall have a surface area of at least one percent of the area draining to the basin and at least three feet of depth and constructed in accordance with accepted design specifications. Sediment shall be removed to

maintain a depth of three feet. The basin discharge rate shall also be sufficiently low as to not cause erosion along the discharge channel or the receiving water.

iii) For sites with less than ten acres disturbed at one time, silt fence, straw bales, or equivalent control measures shall be placed along all sideslope and downslope sides of the site. If a channel or area of concentrated runoff passes through the site, silt fences shall be placed along the channel edges to reduce sediment reaching the channel. The use of silt fences, straw bales, or equivalent control measures must include a maintenance and inspection schedule

(d) Any soil or dirt storage piles containing more than ten cubic yards of material should not be located with a downslope drainage length of less than 25 feet from the toe of the pile to a roadway or drainage channel. If remaining for more than seven days, the piles shall be stabilized by mulching, vegetative cover, tarps, or other means. Erosion from piles which will be in existence for less than seven days shall be controlled by placing straw bales or silt fence barriers around the pile. In-street utility repair or construction soil or dirt storage piles located closer than 25 feet of a roadway or drainage channel must be covered with tarps, or suitable alternative control, if exposed for more than seven days, and storm drain inlets must be protected with straw bale or other appropriate filtering barriers.

8-1213 Storm Water Management Criteria for Permanent Facilities.

(1) An applicant shall install or construct, on or for the proposed land disturbing or development activity, all storm water management facilities necessary to manage increased runoff so that the two-year, ten-year, and 100-year storm peak discharge rates existing before the proposed development shall not be increased and accelerated and channel erosion will not occur as a result of the proposed land disturbing or development activity. An applicant may also make an in-kind or monetary contribution to the development and maintenance of community storm water management facilities designed to serve multiple land disturbing and development activities undertaken by the City or one or more persons, including the applicant.

(2) The applicant shall give consideration to reducing the need for storm water management facilities by incorporating the use of natural topography and land cover such as wetlands, ponds, natural swales, and depressions as they exist before development to the degree that they can accommodate the additional flow of water without compromising the integrity or quality of the wetland or pond.

(3) The following storm water management practices shall be investigated in developing a storm water management plan in the following descending order of preference:

- (a) natural infiltration of precipitation on-site;
- (b) flow attenuation by use of open vegetated swales and natural depressions;
- (c) storm water retention facilities; and
- (d) storm water detention facilities.

(4) A combination of successive practices may be used to achieve the applicable minimum control requirements specified in subsection (3) above. Justification shall be provided by the applicant for the method selected.

8-1214 Design Standards. Storm water detention facilities constructed in the City of Coon Rapids shall be designed according to the most current technology as reflected in the MPCA publication "Protecting Water Quality in Urban Areas," and shall contain, at a minimum, the following design factors:

- (1) a permanent pond surface area equal to two percent of the impervious area draining to the pond, or one percent of the entire area draining to the pond, whichever amount is greater;
- (2) an average permanent pool depth of four to ten feet;
- (3) a permanent pool length-to-width ratio of 3:1;
- (4) a minimum protective shelf extending ten feet into the permanent pool with a slope of 10:1, beyond which slopes should not exceed 3:1;
- (5) all storm water detention facilities shall have a device to keep oil, grease, and other floatable material from moving downstream as a result of normal operations;
- (6) storm water detention facilities for new development must be sufficient to limit peak flows in each subwatershed to those that existed before the development for the 10 year storm event. All calculations and hydrologic models/information used in determining peak flows shall be submitted along with the storm water management plan;
- (7) all storm water detention facilities must have a forebay to remove coarse-grained particles prior to discharge into a watercourse or storage basin.

8-1215 Wetlands.

- (1) Runoff shall not be discharged directly into wetlands without presettlement of the runoff.
- (2) Wetlands must not be drained or filled, wholly or partially, unless replaced by restoring or creating wetland areas of at least equal public value. Replacement must be guided by provisions of the Wetland Conservation Act of 1991.

8-1216 Steep Slopes. No land disturbing or development activities shall be allowed on slopes of 18% or more.

8-1217 Catch Basins. Any newly installed and rehabilitated catch basins shall be provided with a sump area for the collection of coarse-grained material. Such basins shall be cleaned when they are half filled with material.

8-1218 Drain Leaders. All newly constructed and reconstructed buildings will route drain leaders to pervious areas wherein the runoff can be allowed to infiltrate. The flow rate of water exiting the leaders shall be controlled so no erosion occurs in the pervious areas.

8-1219 Inspection and Maintenance. All storm water management facilities shall be designed to minimize the need of maintenance, to provide access for maintenance purposes and to be structurally sound. All storm water management facilities shall have a plan of operation and maintenance that assures continued effective removal of pollutants carried in storm water runoff. It shall be the responsibility of the applicant to obtain any necessary easements or other property interests to allow access to the storm water management facilities for inspection and maintenance purposes. The City may require a developer to enter into a contract providing for access to perform maintenance and inspection to public or private storm waste management facilities.

8-1222 Easements.

- (1) If a storm water management plan involves direction of some or all runoff from the site, it shall be the responsibility of the applicant to obtain from adjacent property owners any necessary easements or other property interests concerning flowage of water.
- (2) Easements are required for all landlocked ponding areas to the basin's 100 year storm high water level elevation.
- (3) Easements are required for all outleted basins, swales, ditches, and overflow routes to the basin's 100 year storm high water level elevation.
- (4) If the storm sewer is to be installed less than 10 feet deep within private property, the

easement shall be a minimum of 20 feet wide. If the storm sewer is 10 feet or greater, the storm sewer shall be twice as wide as the depth.

(5) Easements necessary for maintenance vehicle access are required for all of the above where not directly accessible from a public road.

8-1223 Penalty. Any person, firm or corporation violating any provision of this ordinance shall be guilty of a misdemeanor and a separate offense shall be deemed committed on each day during or on which a violation occurs or continues.

GENERAL DISTRICT STANDARDS:

11-1801 Compliance.

(1) All future development shall be required to meet the standards of this Chapter. These standards shall also apply to existing development where so stated. No structure shall be erected, substantially altered, or its use changed unless in compliance with the provisions of this Chapter.

(2) No property shall be used in a manner that violates the standards of this chapter.

(3) Violation of these standards shall be determined by the Director of Community Development, the Chief Building Official, or the City Engineer. The official shall serve, personally or by certified mail, written notice of the alleged violation to those responsible. If those responsible cannot be determined or located, the property owner shall be held responsible. The notice shall describe the alleged violation and shall require correction thereof within a stated time.

In matters where technical complexity or great expense makes it difficult to determine if a violation has occurred, the City may retain the necessary personnel to make a determination of the existence of the violation. If a violation is found, the cost of the determination shall be paid by the violator, in addition to such penalties as may be appropriate.

11-1848 Erosion. No erosion shall be permitted which will carry objectionable substances onto neighboring properties or into natural waterways. A property owner shall not permit his property to be used or built on without applying all such reasonable measures as may be required to prevent wind or water erosion. The City Engineer may require reasonable measures of a property owner or developer to prevent wind or water erosion. The "Technical Guide" and the "Standards and Specifications" for soil conservation practices as adopted by Anoka Soil and Water Conservation District shall be the guide for the planning, design, and layout of the conservation measures required.

The City Engineer may review any development plan to ensure that erosion and sedimentation shall be effectively controlled. The following conditions shall be placed on new developments where applicable:

(1) The development plan shall be designed to minimize erosion potential.

(2) Landscaping, streets, storm sewers, and other drainage and erosion controls shall be installed as early in the construction schedule as is practical.

(3) The area and duration of exposure of disturbed soils shall be kept to a practical minimum.

(4) Whenever feasible, natural vegetation shall be retained, protected, and supplemented.

(5) Where there is inadequate vegetation to protect erosion-prone areas during or after development, temporary or permanent vegetation and/or mulching shall be established.

(6) Cut and fills slopes shall not be steeper than two (2) to one (1) unless stabilized by a retaining wall or cribbing or as approved by the City Engineer.

- (7) Cut and fills shall not endanger adjoining property.
- (8) Fill shall be placed and compacted so as to minimize sliding or erosion of the soil.
- (9) Fills shall not encroach on floodways, natural watercourses, or constructed channels.
- (10) Grading shall not be done in such a way so as to divert water onto the property of another landowner without the written consent of that landowner.
- (11) Provisions shall be made to prevent surface water from damaging the cut face of excavations or the sloping surfaces of fills.
- (12) The use of debris basins, sediment basins, silt traps, or similar measures may be required to trap sediment in runoff water until a disturbed area is stabilized.
- (13) The use of ponds for temporary storm water storage is encouraged to reduce peak rainfall runoff and peak stream flows.

11-1849 Water Pollution. The discharge of raw sewage, industrial wastes, or other pollutants into the waterways or lakes of the City shall be subject to the regulations of the Minnesota Pollution Control Agency.

11-1850 Solid Waste. Sanitary landfills or other areas used for the accumulation of solid waste, including garbage, refuse, sludge, slag, fly ash, demolition debris, and other discarded solid materials, shall be subject to the solid waste disposal regulations of the Minnesota Pollution Control Agency and Anoka County. In addition, use of all such areas shall be approved by the City Council after receiving a recommendation from the Planning Commission. Reasonable measures may be required to ensure that the disposal site will not endanger the public health, safety, or welfare; create a public nuisance; result in scenic blight; adversely affect property values; reduce the usability of the site; or be incompatible with present and future surrounding land uses, including the posting of a bond in an amount determined by the Council to ensure satisfactory compliance.

PUBLIC SEWER USAGE RULES:

13-702 Discharge to Storm Sewers. Storm water and all other unpolluted drainage shall be discharged to such drains as are specifically designed as storm sewers, or to a natural outlet approved by the City Council. Industrial cooling water or unpolluted process waters may be discharged, upon approval of the City Council, to a storm sewer, or natural outlet.

13-703 Permitting Sanitary Sewage Flow to Storm Drains. No person shall in any way permit any sanitary sewage to flow into any public storm drain from any premises owned by him or under his control.

13-704 Prohibited Discharges into Public Sewers. Except as hereinafter provided no person shall discharge or cause to be discharged any of the following described waters or wastes into any public sewer:

- (1) Any liquid or vapor having a temperature higher than 150 degrees Fahrenheit.
- (2) Any water or waste which may contain more than 100 parts per million, by weight, of fat, oil, or grease.
- (3) Any gasoline, benzene, naphtha, fuel oil, or other flammable or explosive liquid, solid, or gas.
- (4) Any garbage that has not been properly shredded.
- (5) Any ashes, cinders, sand, mud, straw, shavings, metal, glass, rags, feathers, tar, plastics, wood, paunch manure, or any other solid or viscous substance capable of causing obstruction to the flow in sewers or other interference with the proper operation of the sewage works.

(6) Any waters or wastes having a pH lower than 6.0 or higher than 9.0 or having any other property to corrode or abrade, cause materials to be deposited or attached to the walls of sewers, or having any other property capable of causing damage or hazard to structures, equipment, and personnel of the sewage works.

(7) Any waters or waste containing a toxic, poisonous, or radioactive substance in sufficient quantity to injure or interfere with any sewage treatment process, constitute a hazard to humans or animals, or create any hazard in the sewage treatment plant.

(8) Any waters or wastes containing suspended solids of such character and quantity that unusual attention or expense is required to handle such materials at the sewage treatment plant.

(9) Any noxious or malodorous gas or substance capable of creating a public nuisance.

13-705 Waste Interceptors. Grease, oil, and sand interceptors shall be provided when they are necessary for the proper handling of liquid wastes containing grease in excessive amounts or any flammable wastes, sand, and other harmful ingredients; except that such interceptors shall not be required for private living quarters or dwelling units. All such interceptors shall be of a type and capacity approved by the City Engineer, and shall be located as to be readily and easily accessible for cleaning and inspection.

13-706 Maintenance at Owner's Expense. Where installed, all grease, oil, and sand interceptors shall be maintained by the owner, at his expense, in continuously efficient operation at all times.

13-707 Other Prohibited Discharges. The admission into the public sewers of any of the following waters or wastes is prohibited except upon the written approval of the City Engineer:

(1) The admission into the public sewers of any waters or wastes having:

(a) A five (5) day Biochemical Oxygen Demand greater than 300 parts per million by weight.

(b) Containing more than 350 parts per million by weight of suspended solids.

(c) Containing any quantity of substances having the characteristics described in Section 13-704.

(d) Having an average daily flow greater than two percent (2%) of the average daily sewage flow of the City, is prohibited except upon written approval of the City Engineer.

13-708 Preliminary Treatment. The owner shall provide, at his expense, such preliminary treatment of waste as may be necessary to:

(1) Reduce the Biochemical Oxygen Demand to 300 weight.

(2) Containing more than 350 parts per million by weight, or suspended parts per million and the suspended solids to 350 parts per million by weight.

(3) Provided for in Section 13-704.

(4) Control the quantities and rates of discharge of such waters or wastes.

Plans, specifications, and any other pertinent information relating to proposed preliminary treatment facilities shall be submitted for the approval of the City Engineer and of the Minnesota Pollution Control Agency of the State of Minnesota, and no construction of such facilities shall be commenced until said approvals are obtained in writing.

13-716 Information on Water and Sewer. The owner, occupant, or person in charge of any premises shall supply the City with such information as the City may reasonably require related to use of water, use of sewer, or sewer rates. Willful failure to provide such information or willful falsification of such information shall constitute a violation of this Chapter, as shall willful failure to comply with any requirement or order issued pursuant to this Chapter.

**NOTICE OF
PUBLIC INFORMATION MEETING
CITY OF COON RAPIDS**

STORM WATER POLLUTION PREVENTION PROGRAM (SWPPP)

A public meeting will be held on **XXXXXXXXXX**, **20XX** at **XXXX** p.m. at Coon Rapids City Hall. The purpose of this meeting will be to review the City's Storm Water Pollution Prevention Program.

The Storm Water Pollution Prevention Program Plan (SWPPP) is a document required by the State and Federal government that outlines how the City will work towards reducing pollution in rainwater runoff. This Plan will be reviewed at the meeting and public comments will be received.

Attendance from City residents is strongly encouraged, as the City seeks your input into the Storm Water Pollution Prevention Program. For more information, please feel free to call Doug Vierzba at 763-767-6465.

<PUBLISHED IN THE (*local newspaper name*) ON **XXXXXX**, 20**XX**>

**20XX ANNUAL STORM WATER POLLUTION
PREVENTION PROGRAM REPORT
FOR
CITY OF COON RAPIDS**

XXXX, 20XX

I hereby certify that to the best of my knowledge, this report accurately depicts the activities undertaken by the City of Coon Rapids relative to the implementation of the City's Storm Water Pollution Prevention Program.

Doug Vierzba, P.E., City Engineer

Date

XXXX, 20XX

Municipal Separate Storm Sewer System Program
Minnesota Pollution Control Agency
520 Lafayette Road North
St. Paul, MN 55155-4194

Re: Submittal of 20XX Annual Storm Water Prevention Program Report
for the City of Coon Rapids

To Whom It May Concern:

Attached is a copy of the City of Coon Rapids Annual Storm Water Pollution Prevention Program Report for 20XX. This report is being submitted in conformance with the provisions of the Clean Water Act, Minnesota Statutes to Chapters 115 and 116 as amended, and Minnesota Rules Chapter 7001.

If you have any questions or comments concerning this annual report, please do not hesitate to contact me.

Sincerely,

Doug Vierzba, P.E.
City Engineer for the City of Coon Rapids

INTRODUCTION

This Annual Storm Water Pollution Prevention Program Report for the City of Coon Rapids has been prepared in conformance with the City's Storm Water Pollution Prevention Program and also to meet the provisions of the Clean Water Act, Minnesota's Statutes Chapters 115 and 116, and Minnesota Rules Chapter 7001.

As required by these regulations, this annual report includes the following:

1. The status of the City's compliance with its permit conditions including an assessment of the appropriateness of the Best Management Practices and description of the progress made toward achieving the identified measurable goals for each of the minimum control measures.
2. A description of the storm water activities that we intend to undertake during the next reporting cycle.
3. A description of any proposed changes to the identified Best Management Practices or measurable goals previously outlined in the City's Storm Water Pollution Prevention Program.
4. Provide notice if the City intends to change the Storm Water Pollution Prevention Program over that previously submitted to expand reliance on another entity to satisfy some of the permit obligations.

The following sections of the report provide more detailed discussion on each of these reporting considerations.

II. REVIEW OF BEST MANAGEMENT PRACTICE IMPLEMENTATION PROGRAM

The City of Coon Rapids developed a Best Management Practice Implementation Program that addressed activities to be undertaken for each of the six minimum control measures. A listing of each of the Best Management Practices, the persons responsible for the implementation, and the schedule for implementation are included in **Appendix X**.

III. ASSESSMENT OF ACTIVITIES COMPLETED

The City's Storm Water Pollution Prevention Program included undertaking a number of Best Management Practices (BMP) (outlined in **Appendix X**) to meet the requirements of this permit. In order to track, and provide suitable documentation regarding the implementation of each of these Best Management Practices, a number of individuals at the City have been designated as being responsible to make certain that each of the BMPs identified were implemented and that suitable records were being kept to document that this implementation did take place.

Appendix X of this document provides a detailed description of each of the Best Management Practices generally summarized in **Appendix X**, along with documentation for the describing specifics of the activities that were undertaken in order to meet the intent of these Best Management Practices.

Based on a review of this documentation, it can be observed that the City implemented all of the Best Management Practices outlined within the City's Storm Water Pollution Prevention Program in the past year, and provided suitable documentation attesting to this conclusion.

IV. ASSESSMENT OF APPROPRIATENESS OF IDENTIFIED BEST MANAGEMENT PRACTICES

A review of the appropriateness of each of these Best Management Practices has been completed. This review generally took into consideration the results of inspection findings, public input, monitoring data, and/or other information.

Based on this review and assessment of activities that have been undertaken in the past year, the City is not proposing any changes to the identified Best Management Practices, measurable goals, or other changes to the Storm Water Pollution Prevention Program.

or

IV. ASSESSMENT OF APPROPRIATENESS OF IDENTIFIED BEST MANAGEMENT PRACTICES

A review of the appropriateness of each of these Best Management Practices has been completed. This review generally took into consideration the results of inspection findings, public input, monitoring data, and/or other information.

Based on this review and assessment of activities that have been undertaken in the past year, we would propose the following changes in identified Best Management Practices, measurable goals, or other changes to the Storm Water Pollution Prevention Program:

- 1.
- 2.
- 3.

*The attached summary (**Appendix X**) and associated detailed description of the Best Management Practice has been modified to reflect the suggested changes to the City's Storm Water Pollution Prevention Program.*

V. NOTIFICATION THAT THE CITY INTENDS TO ADJUST PLAN TO RELY ON OTHER ENTITIES TO MEET BMPS OUTLINED WITHIN THE CITY'S STORM WATER PLAN

As required by the guidance documentation provided by the MPCA, please be advised that at this time, the City is not proposing to change the current Storm Water Pollution Prevention Program to rely on an entity other than the City.

Or

V. NOTIFICATION THAT THE CITY INTENDS TO ADJUST THE PLAN TO RELY ON OTHER ENTITIES TO MEET BMPS OUTLINED WITHIN THE CITY'S STORM WATER PLAN

As required by the guidance documentation provided by the MPCA, please be advised that we intend to modify the City's Storm Water Pollution Prevention Program in the following ways to rely on an entity other than the City to satisfy some of the permit obligations included within our current Storm Water Pollution Prevention Program.

- 1.
- 2.
- 3.

VI. SUMMARY

This annual Storm Water Pollution Prevention Report for the City of Coon Rapids has been prepared in conformance with provisions of the Clean Water Act, Minnesota Statutes Chapter 115 and 116 as amended, and Minnesota Rules Chapter 7001. It provides a review of the City's Best Management Practice Implementation Program, an assessment of the activities that were completed in the past year, a discussion of changes the City intends to make to this program in the coming year, and generally defines the status of the City's compliance with the conditions associated with its permit. This report has found that the City believes it is in full compliance with the conditions of its NPDES Phase II Permit for 2006 and intends to proceed with the implementation of the Best Management Practices outlined within its storm water pollution prevention program with any amendments to it as outlined within this annual report for the coming year.

Any questions regarding implementation of this program may be directed to Doug Vierzba at the City of Coon Rapids.

APPENDIX A

**GENERAL PERMIT
AUTHORIZATION TO DISCHARGE STORM WATER ASSOCIATED WITH
MUNICIPAL SEPARATE STORM SEWER SYSTEMS UNDER THE NATIONAL
POLLUTANT DISCHARGE ELIMINATION SYSTEM/STATE DISPOSAL
SYSTEM PERMIT PROGRAM**



Minnesota Pollution Control Agency

**GENERAL PERMIT
AUTHORIZATION TO DISCHARGE STORM WATER
ASSOCIATED WITH MUNICIPAL SEPARATE STORM SEWER SYSTEMS
UNDER THE NATIONAL POLLUTANT DISCHARGE ELIMINATION
SYSTEM/STATE DISPOSAL SYSTEM PERMIT PROGRAM**

EFFECTIVE DATE: June 1, 2006 EXPIRATION DATE: May 31, 2011

In compliance with the provisions of the Clean Water Act, as amended, (33 U.S.C. 1251 et seq.; hereinafter, the "Act"), 40 CFR 122, 123, and 124, as amended, et seq.; Minnesota Statutes Chapters 115 and 116, as amended, and Minnesota Rules Chapter 7001.

This permit establishes conditions for discharging **Storm Water** and specific other related discharges to **Waters of the State**. This permit is required for discharges that are from **Small Municipal Separate Storm Sewer Systems**, as defined in this permit.

Upon approval by the **Commissioner** applicants who submit a completed application in accordance with the requirements of this permit, are authorized to discharge **Storm Water** from **Small Municipal Separate Storm Sewer Systems**, under the terms and conditions of this permit.

Signature: _____

A handwritten signature in black ink, appearing to read "Sheryl A. Corrigan", written over a horizontal line.

Sheryl A. Corrigan
Commissioner
Minnesota Pollution Control Agency

Issuance Date: 3/3/06

If **You** have questions on this permit, including the specific permit requirements, permit reporting or permit compliance status, please contact the appropriate Minnesota Pollution Control Agency offices.

Storm Water Management Unit
Storm Water Section
Municipal Division
Minnesota Pollution Control Agency
520 Lafayette Road North
St. Paul, MN 55155-4194

Phone (651) 296-6300, or
Toll free in MN 800-657-3864
Fax (651) 297-2343

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PART I. PERMIT GOALS

The primary goal of this permit is to restore and maintain the chemical, physical, and biological integrity of **Waters of the State** through management and treatment of urban **Storm Water** runoff. This is accomplished by management of **Municipal Separate Storm Sewer Systems** through a **Storm Water Pollution Prevention Program**. The purpose is to maintain water quality standards where there is compliance, and help bring waters that do not meet water quality standards into compliance. It should be noted that when there is a discharge to waters where there are limitations on coverage (Part II.B), there may be more stringent requirements that must be addressed. **You** may also voluntarily adopt more stringent measures to meet local goals.

PART II. COVERAGE UNDER THIS PERMIT

A. Eligibility

This permit, including appendices, authorizes discharges of **Storm Water** from **Small Municipal Separate Storm Sewer Systems** as defined in 40 CFR § 122.26(b)(16).

B. Limitations on Coverage

1. This permit does not authorize discharges other than **Storm Water**. **Non-Storm Water** discharges may include: combined sewer overflow, noncontact cooling water, sewage, wash water, scrubber water, spills, oil, hazardous substances, fill, commercial equipment/vehicle cleaning and maintenance wastewaters. A separate National Pollutant Discharge Elimination System (NPDES) permit may be required for these discharges.
2. This permit does not authorize the discharge of **Storm Water** when a separate NPDES permit is required for these activities. For example, while **Storm Water** from industrial activity or construction activity may be discharged from a **MS4** with authorized **Storm Water** discharges, this permit does not replace or satisfy any other permits required for those discharges.
3. This permit does not authorize the discharge of **Storm Water** from any other entity located in the drainage area or outside the drainage area. Only your system and the portions of the storm sewer system that are under your operational control are authorized by your permit.
4. This permit does not authorize the following **discharges** as described in Appendix C unless the requirements of Part IX (Appendix C) are met:
 - a. Discharges to waters with Prohibited Discharges as defined in Minn. R. 7050.0180, subp. 3, 4, and 5.

- b. Discharges to waters with Restricted Discharge as defined in Minn. R. 7050.0180, subp. 6, 6a, and 6b.
 - c. Discharges to Trout Waters as defined in Minn. R. 6264.0050, subp. 2 and 4.
 - d. Discharges to **Wetlands** as defined in Minn. R. 7050.0130, subp. F (see also Minn. R. 7050.0186).
 - e. Discharges requiring Environmental Review required by Minn. Stat. ch. 116D and 42 U.S.C. §§ 4321 – 4370 f.
 - f. Discharges Affecting Threatened or Endangered Species or Their Habitat.
 - g. Discharges Affecting Historic or Archeological Sites.
 - h. Discharges Affecting Source Water Protection Areas.
5. This permit does not allow **discharges** if the requirements of Part X (Appendix D) and schedule of Part XI (Appendix E) are applicable, unless the **MS4** is in compliance with those appendices.

C. Obtaining Authorization

In order for **Storm Water** discharges from **Small Municipal Separate Storm Sewer Systems** to be authorized to discharge under this **General Permit**:

1. Submit an application with the **Storm Water Pollution Prevention Program** You intend to implement under this permit, in accordance with the requirements of Part III, using a form provided by the **Commissioner** (or a facsimile thereof).
2. Where the ownership or significant operational control of the **MS4** changes, after the submittal of an application under Part III, a new application must be submitted in accordance with Part III.
3. The **Commissioner** will review the application and **Storm Water Pollution Prevention Program** for completeness and compliance with this permit. The **Commissioner** shall determine whether to approve coverage or to deny coverage to dischargers who submit a complete application. In accordance with the procedures of this permit and requirements of Minn. R. ch. 7001, the **Commissioner** shall provide public notice with the opportunity for hearing on the determination. Upon approval by the **Commissioner**, dischargers are authorized to discharge **Storm Water** from **Small Municipal Separate Storm Sewer Systems** under the terms and conditions of this permit.

4. The **Commissioner** may deny coverage under this permit and require submittal of an application for an individual NPDES permit based on a review of the application or other information, in accordance with Minn. R. ch. 7000 and 7001.

PART III. APPLICATION REQUIREMENTS (Notice of Intent)

A. Deadlines for Application

If **You** are an **Owner** or **Operator** of a **Small Municipal Separate Storm Sewer System** regulated under 40 CFR § 122.32(a)(1), **You** must apply to obtain coverage under this permit within 90 days after the permit issuance date on page 1 of this permit. If **You** fail to make the application deadline, **You** are out of compliance and must submit an application. The **Owner** or **Operator** of an **MS4** that is not designated for coverage by federal rules, but has been designated under Minn. R. ch. 7090, must apply by the date specified in the **Commissioner's** designation documents.

B. Signature

The Application shall be signed in accordance with application forms provided by the **Commissioner** and shall include the following information:

1. The street address, county, and the **Owner** or **Person** with operational control of the **MS4** for which the notification is submitted; and
2. The name, address, and telephone number of the individual responsible for overall permit compliance.

C. Application Attachment: Storm Water Pollution Prevention Program

The proposed **Storm Water Pollution Prevention Program** for implementing the permit shall be attached to the application on forms provided by the **Commissioner** (or reasonable facsimiles), including:

1. The **Best Management Practices** or **BMPs** that **You** will implement for each of the **Storm Water** minimum control measures at Part V.G of this permit;
2. The measurable goals for each of the **BMPs**, including, as appropriate, the months and years in which **You** will undertake required actions, including interim milestones and the frequency of the action, in narrative or numeric form, as appropriate;
3. Estimated timeline(s) (months, years) in which **You** will implement each **BMP**; and

4. Individual(s) responsible for implementing and/or coordinating each component of the **Storm Water Pollution Prevention Program**. This should be the individual **You** want the **Agency** to contact for the particular component; it may be the overall coordinator or other individual.

D. Where to Submit

Applications signed in accordance with Part III.B of this permit, **Storm Water Pollution Prevention Programs** submitted under Part III.C, annual reports under Part VI.D, and submittals under Appendices C, D, and E, are to be submitted to the **Commissioner** at the following address:

Storm Water Management Unit
Storm Water Section
Municipal Division
Minnesota Pollution Control Agency
520 Lafayette Road North
St. Paul, MN 55155-4194

Phone (651) 296-6300, or
Toll free in MN 800-657-3864
Fax (651) 297-2343

E. Record Retention

The applicant shall retain copies of the permit application, the **Storm Water Pollution Prevention Program**, all data and information used by the applicant to complete the application, and any information developed as a requirement of this permit or as requested by the **Commissioner**, for a period of at least three (3) years beyond the date of permit expiration. This period is automatically extended during the course of an unresolved enforcement action regarding the **MS4** or as requested by the **Commissioner**.

PART IV. RIGHTS AND RESPONSIBILITIES

- A. The **Commissioner** may modify this permit or issue other permits, in accordance with Minn. R. ch. 7001, to include more stringent effluent limitations or permit requirements that modify or are in addition to the minimum control measures in Part V.G of this permit, or both. These modifications may be based on the **Commissioner's** determination that such modifications are needed to protect water quality.
- B. Additional **MS4s** may be designated for coverage under this permit in accordance with Minn. R. ch. 7090. The **Owner** or **Operator** of an **MS4** that is designated for coverage must comply with the permit requirements by the dates specified in the **Commissioner's** designation documents.

- C. You may request individual permits based on Minn. R. ch. 7000, 7001, and other applicable rules.
- D. Section 303(d) listings and **Total Maximum Daily Load (TMDL)**

If your **MS4** discharges to a **Water of the State** that appears on the current USEPA approved list of impaired waters under Section 303(d) of the Clean Water Act (33 U.S.C. § 303 (d)), **You** must review whether changes may be warranted in your **Storm Water Pollution Prevention Program** to **Reduce** the impact of your discharge. If a USEPA-approved TMDL(s) has been developed, **You** must review the adequacy of your **Storm Water Pollution Prevention Program** to meet the TMDL's Waste Load Allocation set for **Storm Water** sources. If the **Storm Water Pollution Prevention Program** is not meeting the applicable requirements, schedules and objectives of the TMDL, **You** must modify your **Storm Water Pollution Prevention Program**, as appropriate, within 18 months after the TMDL Waste Load Allocation is approved.

PART V. STORM WATER POLLUTION PREVENTION PROGRAM

- A. **You** must develop, implement, and enforce a **Storm Water Pollution Prevention Program** designed to **Reduce** the discharge of pollutants from your **Small MS4**, to protect water quality, and to satisfy the appropriate water quality requirements of the Clean Water Act. Upon approval by the **Commissioner**, the **Storm Water Pollution Prevention Program** shall be implemented as specified in the permit or in the **Commissioner's** approval letter.
- B. Your **Storm Water Pollution Prevention Program** must be designed and managed to **Reduce** the discharge of pollutants from your storm sewer system to the **Maximum Extent Practicable (MEP)**. **You** must manage your municipal storm sewer system in compliance with the Clean Water Act and with the terms and conditions of this permit. **You** must manage, operate, and maintain the storm sewer system and areas **You** control that discharge to the storm sewer system in a manner to **Reduce** the discharge of pollutants to the **MEP**. The **Storm Water Pollution Prevention Program** will consist of a combination of **Best Management Practices**, including education, maintenance, control techniques, system design and engineering methods, and such other provisions as **You** determined to be appropriate, as long as the **BMPs** meet the requirements of this permit.
- C. **You** shall submit an annual report on the implementation of the **Storm Water Pollution Prevention Program** by June 30 of each year, or on another later date if established for your **MS4** by the **Commissioner**. The report shall cover the entire previous calendar year, in accordance with the reporting requirements of Part VI.D.
- D. Your **Storm Water Pollution Prevention Program** must include **BMPs** that control or **Reduce** pollutants, as appropriate for your community. In the development of **BMPs** for your **Storm Water Pollution Prevention Program**,

You must consider the sources of pollutants, the potentially polluting activities being conducted in the watershed, and the sensitivity of the receiving waters. For **MS4s** that have discharges to waters listed in Part II.B.4, see Part IX (Appendix C) for additional requirements. For **MS4s** listed in Part XI (Appendix E), see Part X (Appendix D) for additional requirements.

- E. For each minimum control measure, there shall be a description of the **BMPs** for this measure, responsible department in charge, an implementation schedule, including any request by **You** for consideration by the Commissioner of an extension or exemption from any deadlines and timelines set forth in this permit, and measurable goals that will be used to determine the success or benefits of the **BMPs**.
- F. The **Storm Water Pollution Prevention Program** shall become an enforceable part of this permit upon approval by the **Commissioner**. Modifications to the **Storm Water Pollution Prevention Program** that are required or allowed by this permit (see Part V.H) shall also become enforceable provisions.
- G. The six minimum control measures to be included in your **Storm Water Pollution Prevention Program** are listed below. **You** must define appropriate **BMPs** for these minimum control measures and measurable goals for each **BMP**. The **Storm Water Pollution Prevention Program** must include all **BMPs** required below, must include annual schedules or procedures for implementation, and, where appropriate, must be implemented or established in ordinance, plan or policy by June 30, 2010, unless other timelines have been specifically established in this permit Part V.G.1-6, or by the **Commissioner** under Part IV.B, or under other rules and authorities.
 - 1. Public education and outreach on **Storm Water** impacts. **You** must select and implement a program of appropriate **BMPs** and measurable goals for this minimum control measure consisting of, at minimum:
 - a. **You** must implement a public education program to distribute educational materials to the community or conduct equivalent outreach activities about the impacts of **Storm Water** discharges on water bodies and the steps that the public can take to **Reduce** pollutants in **Storm Water** runoff.
 - b. **You** must specifically implement an education program that individually addresses each minimum control measure (Part V.G.1-6):
 - 1) Public education and outreach;
 - 2) Public participation;
 - 3) Illicit discharge detection and elimination;
 - 4) Construction site **Storm Water** runoff control;

- 5) Post-construction **Storm Water** management in **New Development and Redevelopment**; and
 - 6) Pollution prevention/good housekeeping for municipal operations.
- c. For each control measure, your education program must identify:
- 1) The audience or audiences involved;
 - 2) Educational goals for each audience in terms of increased awareness, increased understanding, acquired skills, and/or desired changes in behavior;
 - 3) Activities used to reach educational goals for each audience;
 - 4) Activity implementation plans, including responsible department in charge, entities responsible for given activities, and schedules; and
 - 5) Available performance measures that can be used to determine success in reaching educational goals.
- d. **You** must describe how your education program is coordinated with and makes effective use of other **Storm Water** education programs being conducted in your area by other entities as appropriate for your **MS4**, including, but not limited to: community groups, nonprofit organizations, lake conservation districts, soil and water conservation districts, watershed districts, watershed management organizations, school districts, University of Minnesota Extension, and county, regional, state, and federal government.
- e. **You** must hold at least one public meeting per year addressing the **Storm Water Pollution Prevention Program**. **You** must hold the public meeting prior to submittal to the **Commissioner** of the annual report required in Part VI.D.
- 1) **Location.** The public informational meeting must be held in the general vicinity of the **MS4** that is the subject of the permit. Otherwise, the public informational meeting must be held in a place that is generally convenient to **Persons** expected to attend the meeting.
 - 2) **Notice.** **You** must issue a notice of the public informational meeting at least 30 days prior to the meeting. The notice must contain a reference to the **Storm Water Pollution Prevention Program**, the date, time, and location of the public informational meeting; a concise description of the manner in which the public informational meeting will be conducted; and shall indicate the location where a copy of the **Storm Water Pollution Prevention Program** is available for public review.
 - 3) **Distribution of notice.** **You** must publish the notice in a **Newspaper** of general circulation in the general vicinity of the

MS4, and shall make available a copy of the notice to the **Agency**, the appropriate city and county officials, and all other **Persons** who have requested that they be informed of public meetings for the **Storm Water Pollution Prevention Program**.

- 4) Joint meetings. **You** may consolidate two or more matters, issues, or related groups of issues, or hold joint **MS4** public meetings with other permittees to meet the requirements of this part. These public meetings may be part of a larger public meeting, such as a city council meeting, provided that adequate public notice and opportunity to participate is provided.
2. Public participation/involvement. **You** must select and implement a program of appropriate **BMPs** and measurable goals for this minimum control measure consisting of, at minimum:
 - a. **You** must comply with applicable public notice requirements of Part V.G.1.e.2 when implementing the provisions of the **Storm Water Pollution Prevention Program**.
 - b. **You** must solicit public input and opinion on the adequacy of the **Storm Water Pollution Prevention Program**, including input from the public meeting, described in Part V.G.1.e, each year prior to submittal of the annual report to the **Commissioner**, which is described in Part VI.D.
 - 1) **You** must afford interested **Persons** a reasonable opportunity to make oral statements concerning the **Storm Water Pollution Prevention Program**.
 - 2) **You** must consider timely, relevant written materials that interested **Persons** submit concerning the **Storm Water Pollution Prevention Program**.
 - 3) **You** may establish procedures and processes for each speaker's presentation, require speakers with similar views to select a spokesperson, specify the timing and format of written materials, or make similar rules to help ensure an opportunity for full and fair consideration of all views.
 - c. **You** must consider the public input, oral and written, to the **Storm Water Pollution Prevention Program** and shall make adjustments **You** find appropriate.
 3. Illicit discharge detection and elimination. **You** must develop, implement, and enforce a program to detect and eliminate illicit discharges as defined at 40 CFR § 122.26(b)(2) into your **Small MS4**. **You** must also select and implement a program of appropriate **BMPs** and measurable goals for this minimum control measure consisting of, at minimum:

- a. **You** must develop, if not already completed, a storm sewer system map by June 30, 2008, or on another date established by the **Commissioner**, showing the location of:
 - 1) Ponds, streams, lakes and **Wetlands** that are part of your system;
 - 2) Structural pollution control devices (grit chambers, separators, etc.) that are part of your system;
 - 3) All pipes and conveyances in your system as a goal, but at minimum, those pipes that are 24 inches in diameter and over; and
 - 4) **Outfalls**, including discharges from your system to other **MS4s**, or waters and **Wetlands** that are not part of your system (where **You** do not have operational control); structures that discharge storm water directly into groundwater; overland discharge points and all other points of discharge from your system that are outlets, but not diffuse flow areas.
 - b. **You** must, to the extent allowable under law, effectively prohibit, through ordinance or **Other Regulatory Mechanism**, non-**Storm Water** discharges into your storm sewer system and implement appropriate enforcement procedures and actions.
 - c. **You** must develop and implement a program to detect and address non-**Storm Water** discharges, including illegal dumping, to your system.
 - d. **You** must inform employees, businesses, and the general public in your **MS4** area of hazards associated with illegal discharges and improper disposal of waste.
 - e. **You** must address the following categories of non-**Storm Water** discharges or flows (i.e., illicit discharges), only if **You** identify them as significant contributors of pollutants to your **Small MS4**:

water line flushing, landscape irrigation, diverted stream flows, rising ground waters, uncontaminated ground water infiltration (as defined at 40 CFR § 35.2005(b)(20)), uncontaminated pumped ground water, discharges from potable water sources, foundation drains, air conditioning condensation, irrigation water, springs, water from crawl space pumps, footing drains, lawn watering, individual residential car washing, flows from riparian habitats and **Wetlands**, dechlorinated swimming pool discharges, and street wash water, discharges or flows from fire fighting activities.
4. Construction site **Storm Water** runoff control. Within six months after extension of coverage under this permit, **You** must have developed and must have commenced to implement and enforce a program to **Reduce** pollutants in any **Storm Water** runoff to your **Small MS4** from construction activities

within your jurisdiction that result in a land disturbance of greater than or equal to one acre. Controls on **Storm Water** discharges from construction activity disturbing less than one acre must be included in your program, if that construction activity is part of a larger **Common Plan of Development or Sale** that would disturb one acre or more. **You** must also select and implement a program of appropriate **BMPs** and measurable goals for this minimum control measure consisting of, at minimum:

- a. An ordinance or **Other Regulatory Mechanism** to require erosion and sediment controls, as well as sanctions to ensure compliance, to the extent allowable under law;
 - b. Requirements for construction site operators to implement appropriate erosion and sediment control **Best Management Practices**;
 - c. Requirements for construction site operators to control waste, such as discarded building materials, concrete truck washout, chemicals, litter, and sanitary waste at the construction site that may cause adverse impacts to water quality;
 - d. Procedures for site plan review which incorporate consideration of potential water quality impacts;
 - e. Procedures for receipt and consideration of reports of noncompliance or other information on construction related issues submitted by the public; and
 - f. Procedures for site inspection and enforcement of control measures.
5. Post-construction **Storm Water** management in **New Development and Redevelopment**. **You** must develop, implement, and enforce a program to address **Storm Water** runoff from **New Development and Redevelopment** projects within your jurisdiction 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 discharge into your **Small MS4** by June 30, 2008, or on another date established by the **Commissioner**. Your program must ensure that controls are in place that would prevent or **Reduce** water quality impacts. **You** must also select and implement a program of appropriate **BMPs** and measurable goals for this minimum control measure consisting of, at minimum:
- a. Develop and implement strategies which include a combination of structural and/or non-structural **BMPs** appropriate for your community;

- b. Use an ordinance or **Other Regulatory Mechanism** to address post-construction runoff from **New Development and Redevelopment** projects to the extent allowable under law; and
 - c. Ensure adequate long-term operation and maintenance of **BMPs** installed as a result of these requirements.
6. Pollution prevention/good housekeeping for municipal operations. **You** must select and implement a program of appropriate **BMPs** and measurable goals for this minimum control measure consisting of, at minimum:
- a. An operation and maintenance program that includes a training component and has the ultimate goal of preventing or **Reducing** pollutant runoff from **MS4** operations. Training materials that are available from the **USEPA**, state and regional agencies, or other organizations may be used as appropriate or modified for your community. Your program must include employee training to prevent and **Reduce Storm Water** pollution from activities such as park and open space maintenance, fleet and building maintenance, new construction and land disturbances, and **Storm Water** system maintenance.
 - b. **You** must also:
 - 1) Operate and maintain your **Storm Water** system in a manner so as to **Reduce** the discharge of pollutants to the **Maximum Extent Practicable**.
 - 2) Inspect annually all structural pollution control devices, such as trap manholes, grit chambers, sumps, floatable skimmers and traps, separators, and other small settling or filtering devices.
 - 3) Inspect, at minimum, 20% of the **MS4 Outfalls**, sediment basins and ponds each year on a rotating basis, during the effective period of this permit.
 - 4) Inspect all exposed stockpile, storage and material handling areas at least annually.
 - 5) Based on your inspection, determine if repair, replacement, or maintenance measures are necessary for proper operation and to prevent environmental impacts such as erosion. The necessary measures shall be completed as soon as possible, usually during the same year as the inspection. When this is not practicable, the reasons and a schedule for completion shall be submitted in the annual report.
 - 6) Summarize the results of all inspections in the annual report. Keep records on the dates of inspection and responses to the inspections, including the date of completion of repairs and major additional protection measures.

- 7) Keep records of inspection results, including as appropriate, the date, antecedent weather conditions, sediment storage and capacity remaining, and any maintenance performed or recommended. After two years of inspections, if patterns of maintenance become apparent, the frequency of inspections may be adjusted. If maintenance or sediment removal is required as a result of each of the first two annual inspections, the frequency of inspection shall be increased to at least two (2) times annually, or more frequently as needed to prevent carry-over or washout of pollutants from the structures and maximize pollutant removal. If maintenance or sediment removal is not required as a result of both of the first two (2) annual inspections, the frequency may be reduced to once every two (2) years.

H. Modifications to the Storm Water Pollution Prevention Program

1. The **Commissioner** may require **You** to modify the **Storm Water Pollution Prevention Program** as needed, in accordance with the procedures of Minn. R. ch. 7001, and may consider the following factors:
 - a. Discharges from the storm sewer system are impacting the quality of receiving waters;
 - b. More stringent requirements are necessary to comply with state or federal regulations;
 - c. Measures are necessary to meet the applicable requirements of Appendices C and D, or
 - d. Additional conditions are deemed necessary to comply with the goals and requirements of the Clean Water Act or water quality standards.
2. Modifications that **You** wish to make in your **Storm Water Pollution Prevention Program**, other than modifications allowed in Part H.3 below, must be approved by the **Commissioner** in accordance with the procedures of Minn. R. ch. 7001. All requests must be in writing, setting forth schedules for compliance. The request should discuss alternative program modifications, assure compliance with requirements of the permit, and meet other requirements of the permit and applicable laws.
3. The **Storm Water Pollution Prevention Program** may only be modified by **You** without prior approval of the **Commissioner**, provided it is in accordance with the following:
 - a. A **BMP** is added, and none subtracted, from the **Storm Water Pollution Prevention Program**; or

- b. A less effective **BMP** identified in the **Storm Water Pollution Prevention Program** is replaced with a more effective **BMP**. The alternate **BMP** shall address the same, or similar, concerns as the ineffective or failed **BMP**; and
- c. The **Commissioner** is notified of the modification in the annual report for the year the modification is made.

PART VI. EVALUATING, RECORDKEEPING AND REPORTING

A. Evaluation and Assessment

For each annual report, **You** must evaluate program compliance, the appropriateness of your identified **Best Management Practices**, and progress towards achieving your identified measurable goals.

B. Recordkeeping

You must keep records required by the NPDES permit for at least three (3) years beyond the term of the permit. **You** must submit your records to the **Commissioner** only if specifically asked to do so.

C. Public Availability

You must make your records, including your **Storm Water Pollution Prevention Program**, available to the public at reasonable times during regular business hours (see 40 CFR § 122.7 for confidentiality provision). **You** may assess a reasonable charge for copying. **You** may require a member of the public to provide advance notice.

D. Annual Reporting

You must submit annual reports to the **MPCA** by June 30 of each year. The report must cover the entire previous calendar year. Your annual report must summarize:

1. The status of compliance with permit conditions, including an assessment of the appropriateness of your identified **Best Management Practices** and progress towards achieving your identified measurable goals for each of the minimum control measures. Your assessment must be based on results of information collected and analyzed, including monitoring (if any), inspection findings, and public input received during the reporting period;
2. The **Storm Water** activities **You** plan to undertake during the next reporting cycle;
3. A change in any identified **Best Management Practices** or measurable goals for any of the minimum control measures; and

4. A statement that **You** are relying on another entity to satisfy some of your permit obligations (if applicable), and what agreements **You** have entered into in support of this effort.

E. Reporting Submittals

The applications, annual reports, **Storm Water Pollution Prevention Program**, and other submittals required by this permit shall be submitted to:

Storm Water Management Unit
Storm Water Section
Municipal Division
Minnesota Pollution Control Agency
520 Lafayette Road North
St. Paul, MN 55155-4194

PART VII. APPENDIX A: STANDARD CONDITIONS

- A. The **Agency's** issuance of a permit does not release the permittee from any liability, penalty, or duty imposed by Minnesota or federal statutes or rules or local ordinances, except the obligation to obtain the permit.
- B. The **Agency's** issuance of a permit does not prevent the future adoption by the **Agency** of pollution control rules, standards, or orders more stringent than those now in existence and does not prevent the enforcement of these rules, standards, or orders against the permittee.
- C. The permit does not convey a property right or an exclusive privilege.
- D. The **Agency's** issuance of a permit does not obligate the **Agency** to enforce local laws, rules, or plans beyond that authorized by Minnesota statutes.
- E. The permittee shall perform the actions or conduct the activity authorized by the permit in accordance with the plans and specifications approved by the **Agency** and in compliance with the conditions of the permit.
- F. The permittee shall at all times properly operate and maintain the facilities and systems of treatment and control and the appurtenances related to them which are installed or used by the permittee to achieve compliance with the conditions of the permit. Proper operation and maintenance includes effective performance, adequate funding, adequate operator staffing and training, and adequate laboratory and process controls, including appropriate quality assurance procedures. The permittee shall install and maintain appropriate backup or auxiliary facilities if they are necessary to achieve compliance with the conditions of the permit and, for all permits other than hazardous waste facility permits, if these backup or auxiliary facilities are technically and economically feasible.
- G. The permittee may not knowingly make a false or misleading statement, representation, or certification in a record, report, plan, or other document required to be submitted to the **Agency** or to the **Commissioner** by the permit. The permittee shall immediately upon discovery report to the **Commissioner** an error or omission in these records, reports, plans, or other documents.
- H. The permittee shall, when requested by the **Commissioner**, submit within a reasonable time the information and reports that are relevant to the control of pollution regarding the construction, modification, or operation of the facility covered by the permit or regarding the conduct of the activity covered by the permit.
- I. When authorized by Minn. Stat. §§ 115.04; 115B.17, subd. 4; and 116.091, and upon presentation of proper credentials, the **Agency**, or an authorized employee or agent of the **Agency**, shall be allowed by the permittee to enter at reasonable times

- upon the property of the permittee to examine and copy books, papers, records, or memoranda pertaining to the construction, modification, or operation of the facility covered by the permit or pertaining to the activity covered by the permit; and to conduct surveys and investigations, including sampling or monitoring, pertaining to the construction, modification, or operation of the facility covered by the permit or pertaining to the activity covered by the permit.
- J. If the permittee discovers, through any means, including notification by the **Agency**, that noncompliance with a condition of the permit has occurred, the permittee shall take all reasonable steps to minimize the adverse impacts on human health, public drinking water supplies, or the environment resulting from the noncompliance.
 - K. If the permittee discovers that noncompliance with a condition of the permit has occurred which could endanger human health, public drinking water supplies, or the environment, the permittee shall, within 24 hours of the discovery of the noncompliance, orally notify the **Commissioner**. Within five days of the discovery of the noncompliance, the permittee shall submit to the **Commissioner** a written description of the noncompliance; the cause of the noncompliance; the exact dates of the period of the noncompliance; if the noncompliance has not been corrected, the anticipated time it is expected to continue; and steps taken or planned to reduce, eliminate, and prevent reoccurrence of the noncompliance.
 - L. The permittee shall report noncompliance with the permit not reported under item K as a part of the next report, which the permittee is required to submit under this permit. If no reports are required within 30 days of the discovery of the noncompliance, the permittee shall submit the information listed in item K within 30 days of the discovery of the noncompliance.
 - M. The permittee shall give advance notice to the **Commissioner** as soon as possible of planned physical alterations or additions to the permitted facility (**MS4**) or activity that may result in noncompliance with a Minnesota or federal pollution control statute or rule or a condition of the permit.
 - N. The permit is not transferable to any **Person** without the express written approval of the **Agency** after compliance with the requirements of Minn. R. 7001.0190. A **Person** to whom the permit has been transferred shall comply with the conditions of the permit.
 - O. The permit authorizes the permittee to perform the activities described in the permit under the conditions of the permit. In issuing the permit, the state and **Agency** assume no responsibility for damage to **Persons**, property, or the environment caused by the activities of the permittee in the conduct of its actions, including those activities authorized, directed, or undertaken under the permit. To the extent the state and **Agency** may be liable for the activities of its employees, that liability is explicitly limited to that provided in the Tort Claims Act, Minn. Stat. § 3.736.

- P. This permit incorporates by reference the applicable portions of 40 CFR §§ 122.41 and 122.42 parts (c) and (d) and Minn. R. 7001.1090, which are enforceable parts of this permit.

PART VIII. APPENDIX B: DEFINITIONS

The definitions in this Part are for purposes of this permit only.

“**Agency**” or “**Agency members**” means the **Commissioner** and the eight persons appointed to the Minnesota Pollution Control Agency, pursuant to Minn. Stat. § 116.02, subd. 1.

“**Best Management Practices**” or “**BMPs**” means practices to prevent or **Reduce** the pollution of the **Waters of the State**, including schedules of activities, prohibitions of practices, and other management practices, and also includes treatment requirements, operating procedures and practices to control plant site runoff, spillage or leaks, sludge, or waste disposal or drainage from raw material storage.

“**Commissioner**” means the **Commissioner** of the Minnesota Pollution Control Agency or the **Commissioner's** designee.

“**Common Plan Of Development Or Sale**” means a contiguous area where multiple separate and distinct construction activities are planned to occur at different times on different schedules under one plan, for example, a housing development of five one-quarter-acre lots (40 CFR § 122.26(b)(15)(i)).

“**Designated MS4**” means an MS4 designated in accordance with Minn. R. ch. 7090.

“**EPA**” means the U.S. Environmental Protection Agency.

“**Expanded Discharge**” means a discharge that changes in volume, quality, location, or any other manner after January 1, 1988 or the effective date an outstanding resource value water was designated as described in Minn. R. 7050.0460 and 7050.0470, such that an increased loading of one or more pollutants results. In determining whether an increased loading of one or more pollutants would result from the proposed change in the discharge, the **Agency** shall compare the loading that would result from the proposed discharge with the loading allowed by the **Agency** as of January 1, 1988 or the effective date of outstanding resource value water designation. This definition does not apply to the discharge of bioaccumulative chemicals of concern, as defined in Minn. R. 7052.0010, subp. 4, to outstanding resource value waters in the Lake Superior Basin. For purposes of Minn. R. 7050.0180, an expanded discharge of a bioaccumulative chemical of concern to an outstanding resource value water in the Lake Superior Basin is defined in Minn. R. 7052.0010, subp. 18.

“**General Permit**” means a permit issued under Minn. R. 7001.0210 to a category of permittees whose operations, emissions, activities, discharges, or facilities are the same or substantially similar.

“**Maximum Extent Practicable**” “**MEP**” is the statutory standard (33 U.S.C. § 1342(p)(3)(B)(iii)) that establishes the level of pollutant reductions that an **Owner** or

Operator of Regulated MS4s must achieve. The USEPA has intentionally not provided a precise definition of **MEP** to allow maximum flexibility in **MS4** permitting. The pollutant reductions that represent **MEP** may be different for each **Small MS4**, given the unique local hydrologic and geologic concerns that may exist and the differing possible pollutant control strategies. Therefore, each permittee will determine appropriate **BMPs** to satisfy each of the six minimum control measures through an evaluative process. The USEPA envisions application of the **MEP** standard as an iterative process.

“**MPCA**” means the Minnesota Pollution Control Agency.

“**MS4**” means a **Municipal Separate Storm Sewer System**.

“**Municipal Separate Storm Sewer System**” means a conveyance or system of conveyances (including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, man-made channels, or storm drains):

1. Owned or operated by a state, city, town, borough, county, parish, district, association, or other public body (created by or pursuant to state law) having jurisdiction over disposal of sewage, industrial wastes, **Storm Water**, or other wastes, including special districts under state law such as a sewer district, flood control district or drainage district, or similar entity, or an Indian tribe or an authorized Indian tribal organization, or a designated and approved management Agency under section 208 of the CWA (33 U.S.C. § 1288) that discharges to waters of the United States;
2. Designed or used for collecting or conveying **Storm Water**;
3. Which is not a combined sewer; and
4. Which is not part of a Publicly Owned Treatment Works (POTW) as defined at 40 CFR § 122.2.

“**New Development**” means construction activities that create new impervious surface.

“**New Discharge**” For all waters that are not outstanding resource value waters **New Discharge** means a discharge that was not in existence before January 1, 1988. For outstanding resource value waters **New Discharge** means a discharge that was not in existence on the effective date the outstanding resource value water was designated as described in Minn. R. 7050.0460 and 7050.0470.

“**Newspaper**” means a publication containing news of general interest in the vicinity of the **MS4**. It can include other publications if the distribution includes the general population of potentially interested parties.

“**Notice of Intent**” as referenced in the USEPA documents is synonymous with the term “permit application” for the purposes of this permit.

“Other Regulatory Mechanism” means any legally enforceable document, such as a contract or other agreement that has penalties such as withholding payments, fines or other measures to prevent non compliance.

“Operator” means the **Person** with primary operational control and legal responsibility for the **Municipal Separate Storm Sewer System**.

“Outfall” means the point source where a **Municipal Separate Storm Sewer System** discharges from a pipe, ditch, or other discrete conveyance to receiving waters, or to other **Municipal Separate Storm Sewer Systems**. It does not include diffuse runoff or conveyances which connect segments of the same stream or water systems.

“Owner” means the **Person** that owns the **Municipal Separate Storm Sewer System**.

“Person” means the state or any agency or institution thereof, any municipality, governmental subdivision, public or private corporation, individual, partnership, or other entity, including, but not limited to, association, commission or any interstate body, and includes any officer or governing or managing body of any municipality, governmental subdivision, or public or private corporation, or other entity.

“Physical Alteration” except as used in Part VII.M, means the dredging, filling, draining, or permanent inundating of a **Wetland**. Restoring a degraded **Wetland** by reestablishing its hydrology is not a **Physical Alteration**.

“Rebuttable Presumption” is a presumption that may be rebutted by the evidence.

“Record of Decision” means a record of the comments and the permittee’s response to comments where such record is required in this permit.

“Redevelopment” refers to alterations of a property that change the “footprint” of a site or building in such a way that results in the disturbance of equal to or greater than one (1) acre of land. The term is not intended to include such activities as exterior remodeling, which would not be expected to cause adverse **Storm Water** quality impacts and offer no new opportunity for **Storm Water** controls.

“Reduce” means **Reduce** to the **“Maximum Extent Practicable”** unless otherwise defined in the context in which it is used.

“Regulated MS4” means an **MS4** that is regulated pursuant to 40 CFR § 122.32(a)(1), or an **MS4s** that is designated for coverage by the **Commissioner**.

“Selected MS4” means **MS4s** listed in Part XI (Appendix E).

“Small Municipal Separate Storm Sewer System” means all separate storm sewers that are:

1. Owned or operated by the United States, a state, city, town, borough, county, parish, district, association, or other public body (created by or pursuant to state law) having jurisdiction over disposal of sewage, industrial wastes, **Storm Water**, or other wastes, including special districts under state law such as a sewer district, flood control district or drainage district, or similar entity, or an Indian tribe or an authorized Indian tribal organization, or a designated and approved management agency under section 208 of the CWA that discharges to waters of the United States.
2. Not defined as “large” or “medium” **Municipal Separate Storm Sewer Systems** pursuant to 40 CFR §122.26 paragraphs (b)(4) and (b)(7) or designated under paragraph (a)(1)(v).
3. This term includes systems similar to separate storm sewer systems in municipalities, such as systems at military bases, large hospital or prison complexes, and highways and other thoroughfares. The term does not include separate storm sewers in very discrete areas, such as individual buildings.

“**Small MS4**” means a **Small Municipal Separate Storm Sewer System**.

“**Storm Water**” means **Storm Water** runoff, snowmelt runoff, surface runoff and drainage.

“**Storm Water Pollution Prevention Program**” or “**SWPPP**” is a compilation of **BMPs** to address the six minimum control measures and other provisions of the **MS4** permit, that is designed and managed to **Reduce** the discharge of pollutants from your **MS4** to the **Maximum Extent Practicable** as appropriate to your community.

“**Total Maximum Daily Load**” or “**TMDL**” is the process established by the **USEPA** for the allocation of pollutant loads, including **Storm Water**, to a particular water body or reach of a water body.

“**USEPA**” or “**EPA**” means the U.S. Environmental Protection Agency.

“**Waters of the State**” means all streams, lakes, ponds, marshes, watercourses, waterways, wells, springs, reservoirs, aquifers, irrigation systems, drainage systems and all other bodies or accumulations of water, surface or underground, natural or artificial, public or private, which are contained within, flow through, or border upon the state or any portion thereof.

“**Wetlands**” are those areas that are inundated or saturated by surface water or groundwater at a frequency and duration sufficient to support, and that under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soil conditions. **Wetlands** generally include swamps, marshes, bogs, and similar areas. Constructed **Wetlands** designed for wastewater treatment are not **Waters of the State**. **Wetlands** must have the following attributes:

1. A predominance of hydric soils;
2. Inundated or saturated by surface water or groundwater at a frequency and duration sufficient to support a prevalence of hydrophytic vegetation typically adapted for life in a saturated soil condition; and
3. Under normal circumstances support a prevalence of such vegetation.

“You” means the **Owner, Operator** or permittee as appropriate.

PART IX. APPENDIX C: LIMITATIONS ON COVERAGE

Contents of Appendix C:

- A. *Discharges to Waters With Prohibited Discharges (pages 25-26)*
- B. *Discharges to Waters With Restricted Discharges (pages 26-28)*
- C. *Discharges to Trout Waters (page 28)*
- D. *Discharges to Wetlands (page 28)*
- E. *Discharges Requiring Environmental Review (page 28)*
- F. *Discharges Affecting Threatened or Endangered Species or Their Habitat (page 29)*
- G. *Discharges Affecting Historic or Archeological Sites (page 29)*
- H. *Discharges Affecting Source Water Protection Areas (page 29)*

This part describes more stringent requirements for discharges that meet the following specified criteria, A through H. Whenever two or more requirements, restrictions, or prohibitions apply, both or all must be met. Whenever two or more requirements, restrictions or prohibitions conflict, the more restrictive conditions must be met.

- A. **Discharges to Waters with Prohibited Discharges** (*Minn. R. 7050.0180, subp. 3, 4 and 5*). This permit does not authorize **New or Expanded Discharges** to waters, or discharges adversely impacting waters, where the applicable water quality standards prohibit **New or Expanded Discharges** as described in Minn. R. 7050.0180, subp. 3, 4, and 5 unless the following requirements are met:
 - 1. **List.** You must identify as part of your application for permit the Waters with Prohibited Discharges to which your **MS4** discharges. The list must be included with your application, to be submitted within 90 days after the permit effective date on page 1 of this permit or for **Designated MS4s** in accordance with Part IV.B.
 - 2. **Map.** You must mark on U.S.G.S. watershed or topographic maps of 1:24,000 scale or better at minimum the DNR minor subwatersheds in your jurisdiction that discharge in whole or in part to Waters with Prohibited Discharges. You must provide a narrative estimate of the percent impervious surface based on current land use, the percent expected future impervious surface based on zoning or comprehensive plans, and other information that may significantly affect your runoff to the listed waters. The map must be included with your application, to be submitted within 90 days after the permit

effective date on page 1 of this permit or for **Designated MS4s** in accordance with Part IV.B.

3. **Assessment.** You must then assess how your **Storm Water Pollution Prevention Program** can be reasonably modified to eliminate **New or Expanded Discharges** to Waters with Prohibited Discharges. This assessment must be developed for **New or Expanded Discharges** created from 1988 until the year 2020. You must present this assessment, together with your proposed changes to your **Storm Water Pollution Prevention Program**, for public comment during the annual public comment period required in the permit, prior to your first annual report (see Part VI.D) or prior to the schedule in Appendix E for **Selected MS4s**.
 4. **Assessment Submittal.** You must submit the assessment from Part IX.A.3 above, including your response to any public comments and proposed changes to your **Storm Water Pollution Prevention Program**, (a) with your first annual report, (b) on another later date if established for your **MS4** by the **Commssioner**, or (c) in accordance with the schedule in Appendix E for **Selected MS4s**. The assessment will be reviewed by the **Commissioner**, who will provide opportunity for public input and hearing prior to denial or approval of your proposed **Storm Water Pollution Prevention Program**. The **MPCA** reserves the right to incorporate as much available information as possible in the decision making process, including the right to independently develop and evaluate potential alternatives to the discharge.
 5. **Implementation.** You must implement your approved plan, including all approved **BMPs**, in accordance with the schedule in the approved **Storm Water Pollution Prevention Program**.
- B. Discharges to Waters with Restricted Discharges** (*Minn. R. 7050.0180, subp.6, 6a, and 6b*). This permit does not authorize **New or Expanded Discharges** to waters where the applicable water quality standards restrict **New or Expanded Discharges**, unless such discharges are in accordance with Minn. R. 7050.0180, subpart 6, 6a, and 6b, and other applicable rules, and the following requirements. For **MS4s** that have discharges to outstanding resource value waters listed in Minn. R. 7050.0180, subp. 6, 6a or 6b (listed waters, or Waters with Restricted Discharges), the **MPCA** makes a **Rebuttable Presumption** that those **MS4s** have or will create a **New or Expanded Discharge** to a listed water. The following requirements create a schedule to bring discharges to listed waters into compliance:
1. In order to allow a **New or Expanded Discharge** to Waters with Restricted Discharges, the **MPCA** must determine that there are no prudent and feasible alternatives to the **New or Expanded Discharge**. The determination will be based on your demonstration. This demonstration should include, but is not limited to developing a plan to address prudent and feasible alternatives to the discharge. If You intend to argue that there are no prudent and feasible

alternatives to the discharge to these waters, **You** must develop a plan to restrict the discharge to the extent necessary to preserve the existing high quality, or to preserve the wilderness, scientific, recreational, or other special characteristics that make the listed water an outstanding resource value water.

2. Here are the specific actions **You** must take:
 - a. **List.** **You** must identify as part of your application for permit the waters with restricted discharges to which your **MS4** discharges. The list must be included with your application, to be submitted within 90 days after the permit effective date on page 1 of this permit or for **Designated MS4s** in accordance with Part IV.B.
 - b. **Map.** **You** must mark on U.S.G.S. watershed or topographic maps of 1:24,000 scale or better at minimum the DNR minor subwatersheds in your jurisdiction that discharge in whole or in part to waters with restricted discharges. **You** must provide a narrative estimate of the percent impervious surface based on current land use, the percent of future expected impervious surface based on zoning or comprehensive plans, and other information that may significantly affect your runoff to the listed waters. **You** must submit this map with your application within 90 days after the permit effective date on page 1 of this permit or other later date if established by the **Commissioner**.
 - c. **Assessment.** **You** must then assess how your **Storm Water Pollution Prevention Program** can be reasonably altered to eliminate **New or Expanded Discharges** to waters with restricted discharges. This assessment must be developed for **New or Expanded Discharges** produced from 1988 until the year 2020. Where **You** intend to argue that there are no prudent and feasible alternatives to **New or Expanded Discharges** to these waters, **You** must propose measures **You** will implement to restrict the discharge to the extent necessary to preserve the existing high quality, or to preserve the wilderness, scientific, recreational, or other special characteristics that make the listed waters outstanding resource value waters. Measures that can be proposed include ordinances and zoning changes or other **BMPs**. **You** must present this assessment, together with your proposed changes to your **Storm Water Pollution Prevention Program**, for public comment during the annual public comment period required in the permit, prior to your first annual report (see Part VI.D) or prior to the schedule in Appendix E for **Selected MS4s**.
 - d. **Assessment Submittal.** **You** must submit the assessment from Part IX.B.2.c above, and your response to any public comments, with your plan and proposed changes to your **Storm Water Pollution Prevention Program** and submit it with your first annual report, or on another later date if established for your **MS4** by the **Commissioner**, or according to the schedule in Appendix E for **Selected MS4s**. The plan and proposed changes to the **Storm Water Pollution Prevention Program** will be reviewed by the **Commissioner**, who will provide opportunity for public input and hearing pursuant to Minn. R. ch. 7001 prior to denial or approval of your proposed **Storm Water Pollution Prevention**

Program modifications. The **MPCA** reserves the right to incorporate as much available information as possible in the decision making process, including the right to independently develop and evaluate potential prudent and feasible alternatives to the discharge.

- e. **Implementation.** You must implement your approved **Storm Water Pollution Prevention Program**, including all **BMPs** in accordance with the schedule described in the approved **Storm Water Pollution Prevention Program**.

C. Discharges Adversely Impacting Trout Waters (*Minn. R. 6264.0050 subp. 2 and 4*). The following requirements apply to Trout Waters listed in Minn. R. 6264.0050, subp. 2 and 4:

1. This permit does not authorize **New or Expanded Discharges** adversely impacting Trout Waters unless, at minimum, **You** establish administrative procedures or other measures to assure that **You** make the following determinations and document the basis for your decision:
 - a. That there is no feasible and prudent alternative to the proposed discharge; and
 - b. All prudent and feasible measures needed to avoid or **Reduce** impacts to Trout Waters, and to preserve the existing high quality of the water will be implemented (see Part IX.C.2 below).
2. If the discharge cannot be avoided, **You** must consider measures to protect water quality and prevent temperature increases. Acceptable measures include reduce the impervious surfaces, diversion away from the stream and use of filter strips, infiltration, biofiltration, or enhanced grass swales to treat runoff before discharge to the Trout Water. Innovative alternatives to ponds are specifically encouraged for Trout Water discharges if they provide equivalent treatment.

D. Discharges to Wetlands (*Minn. R. 7050.0130, subp. F; also 7050.0186*). This permit does not authorize **Physical Alterations to Wetlands**, or other discharge adversely affecting **Wetlands**, if the alteration will have a significant adverse impact to the designated uses of a **Wetland**. Any **Physical Alterations to Wetlands** that will cause a potential for a significant adverse impact to a designated use must be implemented in accordance with the avoidance, minimization and mitigation requirements of Minn. R. 7050.0186 and other applicable rules.

E. Discharges Requiring Environmental Review (*Minn. Stat. ch. 116D, and 42 U.S.C. §§ 4321 – 4370 f*). This permit does not replace or satisfy any environmental review requirements, including those under the Minnesota Environmental Policy Act (Minn. Stat. ch. 116D), the National Environmental Policy Act (42 U.S.C. §§ 4321 – 4370 f), and rules implementing those laws. Any environmental review required of **You** by law, including preparation of environmental review documents such as environmental assessment worksheets, environmental impact statements, or environmental assessments, must be completed in accordance with those requirements.

- F. Discharges Affecting Threatened or Endangered Species.** This permit does not replace or satisfy any review requirements for Threatened or Endangered Species, from discharges whose direct, indirect, interrelated, interconnected, or independent impacts would jeopardize a listed Threatened or Endangered Species or adversely modify a designated critical habitat. For any project resulting in a discharge having the potential to adversely impact Threatened or Endangered species, or their critical habitat, **You** must conduct your required review and coordination with appropriate agencies in accordance with those requirements.
- G. Discharges Affecting Historic or Archeological Sites.** This permit does not replace or satisfy any review requirements for Historic or Archeological Sites from discharges which adversely affect properties listed or eligible for listing in the National Register of Historic Places or adversely affecting known or discovered archeological sites. For any project resulting in a discharge having the potential to adversely impact Historic or Archeological Sites, including significant anthropological sites and any burial sites, **You** must conduct your required review and coordination with the Minnesota State Historic Preservation Officer or other appropriate agencies in accordance with those requirements.
- H. Discharges Affecting Source Water Protection Areas** (*Minn. R. 4720.5100 – 4720.5590*). **You** shall incorporate **BMPs** into your **Storm Water Pollution Prevention Program** to protect any of the following drinking water sources that your **MS4** discharge may affect, and **You** shall include the map of these sources with the **Storm Water Pollution Prevention Program** if they have been mapped:
1. Wells and source waters for drinking water supply management areas identified as vulnerable under Minn. R. 4720.5205, 4720.5210, and 4720.5330, and
 2. Source water protection areas for surface intakes identified in the source water assessments conducted by or for the Minnesota Department of Health under the federal Safe Drinking Water Act, U.S.C. §§ 300j – 13.

PART X. APPENDIX D: NONDEGRADATION FOR SELECTED MS4s

The requirements of this section apply only to **MS4s** called **Selected MS4s** as described in Part XI (Appendix E). Certain **MS4s** have been selected to perform the requirements of this part because their size and growth may be closely correlated with increased **Storm Water** flows and pollutant loading. Nondegradation review applies to all significant **New or Expanded Discharges** to all waters but does not negate the applicable requirements for outstanding resource value waters, requirements for special classes of waters, other requirements in Appendix C or the general requirements of the permit.

A. Selected MS4s

The basic requirement for all **MS4s** regulated under this permit is to develop a **Storm Water Pollution Prevention Program** that meets the requirements of the permit. An additional process is required of a limited number of permittees (30) that are listed in Appendix E. These **Selected MS4s** must submit to the **Commissioner** information described below to determine whether additional control measures beyond those of the permit Parts I through IX can be reasonably taken to minimize the impacts of the discharges. Selection, for purposes of this permit, is described in Appendix E.

B. Loading Assessment

Each **Selected MS4** must assess the change in **Storm Water** discharge loading for its permitted area using a pollutant loading water quality model that, at minimum, addresses changes in Average Annual Flow Volume, Total Suspended Solids, and Phosphorus. This modeling will be based on two time periods: from 1988 (1988-1990) to the present (2000-2005), and from the present to 2020. The **Selected MS4s** must use a simple model, or another more complex model that they find to be more appropriate, that addresses the parameters of concern. This may include a model that the **Selected MS4** has already used. Other assessment methods may be used if they can be shown to be as effective at quantifying the increase in loading as the modeling methods. The models and/or other methods will be used as part of the assessment to develop the Nondegradation Report, to help in selecting appropriate **BMPs** that address nondegradation, to determine whether additional control measures can reasonably be taken to **Reduce** pollutant loading, and for a few **Selected MS4s** that elect to do so, to evaluate the significance of the **New or Expanded Discharge**.

C. Nondegradation Report

Selected MS4s that have significant **New or Expanded Discharges** are required to complete a Nondegradation Report and, upon approval, to incorporate its findings on **BMPs** that address nondegradation into their **Storm Water Pollution Prevention Program**. The **BMPs** shall address changes in pollutant loadings as far as is reasonable and practical through future development. Additionally, the **BMPs** shall address, as far as is reasonable and practical, the negative impacts of increased **Storm Water** discharge volumes that cause increased depth and duration of inundation of **Wetlands** having the potential for a significant adverse impact to a designated use of the **Wetland**, or changes in stream morphology that have the potential for a significant adverse impact to a designated use of the streams.

The Nondegradation Report must include consideration of the Loading Assessment, which must include analysis of flow and may include removal of pollutants by **BMPs** already initiated. For purposes of this **General Permit**, 1988 levels consistently attained means runoff that would have been produced under approximately average conditions of rainfall. **Local Storm Water** management plans and other pertinent factors may also be considered. **BMPs** implemented by other parties may be considered when those **BMPs** affect the **Storm Water** from the area of the **Selected MS4**. If the pollutant loadings cannot be **Reduced** to levels consistently attained in 1988, the Report must describe reasonable and practical **BMPs** that the **Selected MS4** plans to incorporate into a modified **Storm Water Pollution Prevention Program**. The **Selected MS4** must consider alternatives, explain which alternatives have been studied but rejected and why, and propose alternatives that are reasonable and practical. The Report must give high priority to **BMPs** that address impacts of future growth, such as ordinances for **New Development**. Where increases in pollutant loading have already occurred due to past development, the Report must consider retrofit and mitigation options (**BMPs**) that the **Selected MS4** determines to be reasonable, practical and appropriate for the community. The **Selected MS4** is responsible for developing any site specific cost/benefit, social, and environmental information that the **Selected MS4** wishes to bring to the **Agency's** attention. The **Selected MS4** must incorporate the **BMPs** into a modified **Storm Water Pollution Prevention Program** and include an implementation schedule that addresses **New Development** and retrofit **BMPs** it proposes to implement.

D. Public Participation

Prior to submittal to the **MPCA**, the proposed **Storm Water Pollution Prevention Program** modifications to address nondegradation will be public noticed at the local level as required in the permit (Part V.G.1.e). Each **Selected MS4** shall also submit its **Storm Water Pollution Prevention Program** modifications to address nondegradation to the appropriate local water authority (e.g. watershed organizations or county water planning authority) in time to allow for their review and comment. The Nondegradation Report explaining the proposed **BMPs** and the entire **Storm Water Pollution Prevention Program** must be made available to the public and local water authority upon request.

E. Submittals for Selected MS4s

Selected MS4s must submit their proposed changes to the **Storm Water Pollution Prevention Program**, reports addressing nondegradation for all waters (and restricted waters or prohibited waters if applicable), together with other supporting documents, to the **MPCA** in accordance with the schedule in Appendix E. This submittal must include:

1. The Loading Assessment;
2. The Nondegradation Report;
3. The proposed **Storm Water Pollution Prevention Program** modifications to address nondegradation;
4. The public and local water authority comments on the proposed **Storm Water Pollution Prevention Program** modifications to address nondegradation, with a **Record of Decision** on the comments; and

5. An application to modify the permit.

F. MPCA Review

The MPCA will review the above submittals in accordance with Minn. R. ch. 7001. After consideration of the Loading Assessment, the Nondegradation Report, public and local water authority comments, the **Record of Decision** by the **Selected MS4**, and other pertinent information, the MPCA will make a determination on the preliminary approval of the proposed **Storm Water Pollution Prevention Program**. The role of the MPCA during the review process will generally be limited to reviewing the information presented by the **Selected MS4** and comments made by others during the review process. However, the MPCA reserves the right to incorporate as much available information as possible in the decision making process, including the right to independently develop and evaluate potential reasonable and practical alternatives.

G. Notice and Preliminary Determination

The MPCA will provide statewide public notice and opportunity for hearing on any MPCA determination of intent to deny or approve the **Storm Water Pollution Prevention Program** modifications to be implemented under this permit. The MPCA will provide public and MPCA comments to the **Selected MS4**. The **Selected MS4** will have the opportunity to respond to the comments prior to the MPCA making a final determination.

H. Final Determination

The **Commissioner** will make a final determination on the modifications to the **Storm Water Pollution Prevention Program** in accordance with Minn. R. ch. 7001.

I. Implementation of the Approved Storm Water Pollution Prevention Program

Following approval by the MPCA (as described in Part X.H above), the approved **Storm Water Pollution Prevention Program** modifications, including any changes required by the MPCA, must be implemented by the **Selected MS4** in accordance with the schedule in the approved **Storm Water Pollution Prevention Program** and modifications.

PART XI. APPENDIX E: SELECTED MS4s

This part describes the schedule of submittals of the items listed in Part X (Appendix D), item E to the MPCA for review and approval. The **Commissioner** has selected the **MS4s** listed below for further nondegradation review. The selection was based on the population growth experienced by the community during three time periods: from 1990 to 2000, based on census data; from 2000 to 2003, based on projections by the State Demographer and Metropolitan Council; and from 2000 to 2020, also based on the State Demographer and Metropolitan Council projections. The **Commissioner** also considered the size of the community as represented by the 2000 census. The **Commissioner** may also determine that additional **MS4s** be selected based on the same factors, or other factors in accordance with Minn. R. ch. 7001 and other applicable rules.

The following **Selected MS4s** shall submit the items listed in Part X (Appendix D), item E, to the MPCA for review and approval, postmarked on or before the listed dates.

	Selected MS4	Submittal date
1	Rochester	15 months after the effective date of the Permit
2	Woodbury	15 months after the effective date of the Permit
3	Maple Grove	15 months after the effective date of the Permit
4	Lakeville	15 months after the effective date of the Permit
5	Eden Prairie	15 months after the effective date of the Permit
6	Eagan	16 months after the effective date of the Permit
7	Plymouth	16 months after the effective date of the Permit
8	Blaine	16 months after the effective date of the Permit
9	Bloomington	16 months after the effective date of the Permit
10	Duluth	16 months after the effective date of the Permit
11	Brooklyn Park	17 months after the effective date of the Permit
12	Shakopee	17 months after the effective date of the Permit
13	Apple Valley	17 months after the effective date of the Permit
14	St. Cloud	17 months after the effective date of the Permit
15	Burnsville	17 months after the effective date of the Permit
16	Prior Lake	18 months after the effective date of the Permit
17	Maplewood	18 months after the effective date of the Permit
18	Coon Rapids	18 months after the effective date of the Permit
19	Andover	18 months after the effective date of the Permit
20	Elk River	18 months after the effective date of the Permit
21	Savage	19 months after the effective date of the Permit
22	Farmington	19 months after the effective date of the Permit
23	St. Louis Park	19 months after the effective date of the Permit
24	Edina	19 months after the effective date of the Permit
25	Minnetonka	19 months after the effective date of the Permit
26	Chanhassen	20 months after the effective date of the Permit
27	Chaska	20 months after the effective date of the Permit
28	Inver Grove Heights	20 months after the effective date of the Permit
29	Rosemount	20 months after the effective date of the Permit
30	Cottage Grove	20 months after the effective date of the Permit

MS4s population 5,000 or more designated by the proposed rule
(Municipalities are located within ½ mile of an outstanding resource value water or a river, lake
or stream with a TMDL based on the 2004 List of Impaired Waters)

City / Township	County	2000 Population	Waterbody Name /Type
Alexandria	Douglas	8,820	Lake Winona/Impaired Lake
Baxter	Crow Wing	5,555	Little Buffalo Creek/Impaired Stream, Mississippi River/Mississippi River Segment
Big Lake	Sherburne	6,063	Elk River/Impaired Stream
Big Lake Township	Sherburne	6,785	Elk River & Mississippi River/Impaired Stream, Mississippi River/Scenic and Recreational River
Cambridge	Isanti	5,520	Rum River/Scenic and Recreational River
Detroit Lakes	Becker	7,348	Sucker Creek/Trout Stream, Unnamed trout streams/Trout Stream
Glencoe	McLeod	5,453	Buffalo Creek/Impaired Stream
Grand Rapids	Itasca	7,726	Mississippi River/Impaired Stream, Mississippi River/Mississippi River Segment
Litchfield	Meeker	6,562	Jewitt's Creek/Impaired Stream
Little Falls	Morrison	7,719	Mississippi River/Mississippi River Segment
Montevideo	Chippewa	5,346	Minnesota River & Chippewa River/Impaired Stream, Minnesota River/Scenic and Recreational River
Monticello	Wright	7,868	Mississippi River/Impaired Stream & Scenic and Recreational River
North Branch	Chisago	8,023	Sunrise River/Impaired Stream, Beaver Creek/Trout Stream, County Ditch #3/Trout Stream, Unnamed trout streams/Trout Stream
Otsego City	Wright	6,389	Mississippi River & Crow River South Fork/Impaired Stream, Mississippi River/Scenic and Recreational River
Redwood Falls	Redwood	5,459	Redwood River & Minnesota River/Impaired Stream, Minnesota River/Scenic and Recreational River, Ramsey Creek/Trout Stream
St. Michael	Wright	9,099	Crow River South Fork & Unnamed Creek/Impaired Stream
St. Peter	Nicollet	9,747	Minnesota River/Impaired Stream, Ottawa Bluff & WMA Fen/Section containing

Fen, Paul's Creek & Unnamed trout
stream/Trout Stream

Waconia	Carver	6,814	Burandt Lake/Impaired Lake
Waseca	Waseca	8,493	Clear Lake/Impaired Lake
TOTAL		140,948	



Minnesota's Municipal Separate Storm Sewer System (MS4) Storm-water Permit Inspection and Record Keeping

Inspection goals

1. Determine and record whether a component is in good working condition and able to perform its intended function. *It is important that the person in the field conducting the inspection know the intended function of the component.*
2. Determine and record whether a component itself is a source of pollution. *An example of this would be significant scouring or sediment buildup caused by flows from an outfall. It could also be that the pollution control device has created a problem, such as the anoxic decay of organic matter in a sump or pond.*
3. Detect and eliminate illicit discharge. *Dry weather flows or the presence of non-storm-water related liquids, stains, odors and other abnormal conditions are indicators of illicit discharge into the system.*

Forms and procedures

In order to provide flexibility for each municipality, the MPCA has not developed forms or storm-water system component inspection procedures for regulated municipalities. It is strongly recommended that each MS4 develop standardized forms and procedures which allow it to address:

- Permit requirements
- Types of components
- Intended function of each type of component
- Inspections goals for each type of component

Record keeping

Inspection findings are records of your permit activities. As such, these materials are subject to the record keeping and retention requirements of the permit.

As you are aware, the MS4 General Permit requires each permittee to "Operate and maintain your storm-water system in a manner so as to minimize (reduce) the discharge of pollutants." (Section V.G.6.b.1) In order to meet this requirement, more detailed inspection and record keeping requirements are set forth in Sections V.G.6.b.2 through 6.

- Sub-sections 2 and 3 list frequencies for the inspection of various components of a storm-water system.

- Sub-section 4 provides details on actions that may be necessary based on the results of the inspections. Please note that Section 6 requires that you “keep records of “...any maintenance performed or recommended.”
- Sub-section 5 lists reporting requirements.
- Sub-section 6 lists record keeping requirements, and it allows for adjustments in the frequency of inspections.

In Section VI.D.1 of the MS4 General Permit, it is stated that each MS4’s annual report must summarize “the status of compliance with permit conditions, including an assessment of the appropriateness of your identified best management practices and progress towards achieving your identified measurable goals for each of the minimum control measures. Your assessment must be based on results of information collected and analyzed, including monitoring (if any), inspection findings and public input received during the reporting period.”

For more information contact

Lou Flynn
Minnesota Pollution Control Agency
520 Lafayette Road N.
St. Paul, MN 55155-4194
Louis.flynn@pca.state.mn.us
651-296-6575

Inspection requirements and guidance

What	When	How
<p>Structural pollution control devices (Part V.G.6.b.2) including grit chambers, swirl separators, oil and grease separators, filters, infiltration trenches, flammable traps, storm-water inlet traps, and a variety of other devices</p>	<p>All annually</p>	<ul style="list-style-type: none"> • Determine if the device is in good working condition and able to perform its intended function. • Measure/estimate and record any material collected. • Measure/estimate and record remaining storage capacity. • Identify clogged, overloaded and full devices. • Identify materials within the device that are deteriorating and releasing pollution. • Identify and record erosion, significant sedimentation, or other problems at or around the device. • Immediately schedule and conduct needed maintenance. • Record anticipated and actual work dates. • Use collected data to determine a maintenance and material removal schedule for each device.
<p>Outfalls (Part V.G.6.b.3) where storm water leaves an MS4 system in a discrete conveyance, not as overland flow</p>	<p>20% annually, all within 5 years</p>	<ul style="list-style-type: none"> • Determine if the outfall structure is in good working condition and able to perform its intended function, the free flow of storm water. • Identify and record erosion, sediment build up, or other problems at or around the device. • Immediately schedule and conduct needed maintenance. • Record anticipated and actual work dates.
<p>Basins and ponds (Part V.G.6.b.3) including storm-water ponds and infiltration basins</p>	<p>20% annually, all within 5 years</p>	<ul style="list-style-type: none"> • Determine if basin or pond inlet(s) and outlet(s) are in good working condition and able to perform their intended function. • Identify and record scour, erosion, significant sedimentation, or other problems at or around the pond banks, inlets or outlets. • Where the basin or pond is intended to provide storm-water quality treatment, in most cases, treatment is accomplished primarily through settling of sediment particles. The depth of various portions of the basin or pond should be determined, recorded and tracked over time. This data determines when the basin or pond will be too shallow to perform its function and allows for appropriate action. Measuring the depth of the pond at a few consistent locations through the ice in the winter may be sufficient to determine the depth of the pond for this purpose. • In some cases, storm-water quality treatment is accomplished through biological (such as plant uptake,) or chemical actions (such as alum addition,) or physical diversion to other systems. In these cases, inspection and recording procedures should be established to determine whether the basins or ponds systems are able to perform these functions. • Identify and record materials within the device that are deteriorating and releasing pollution into the storm-water system. • Immediately schedule and conduct needed maintenance. • Record anticipated and actual work dates. • Additional information is available in Metropolitan Council Environmental Services - <i>Urban Small</i>

<p><i>Sites Best Management Practices Manual at www.metrocouncil.org/environment/Watershed/bmp/manual.html and in the MPCA best management practices manual <i>Protecting Water Quality in Urban Areas</i> at www.pca.state.mn.us/water/pubs/sw-bmpmanual.html</i></p>		<p>Seasonally or annually as appropriate</p>	<p>Other sources of storm-water contamination (Parts I., V.B and V.G.6.b.1) including tanks, stockpiles, oil, gasoline or chemical storage areas, salt piles, coal piles and lumber storage areas</p>
<ul style="list-style-type: none"> • Determine if there are potential pollution problems related to storm-water runoff or infiltration into the groundwater. • Identify and record any discernable leaking, leachate or runoff. • Install additional BMPs, such as secondary containment, impervious cover, runoff collection areas and other BMPs as needed. • Immediately schedule and conduct needed maintenance or BMP installation. • Record anticipated and actual work dates. 		<p>Each inspection</p>	<p>Illicit discharges (Part V.G.3)</p>
<ul style="list-style-type: none"> • Identify, record and characterize any dry weather flow into or through the device. • Describe the material (color, odor, etc.), its effects (corrosion, pipe etching, burning eyes, etc) or, if appropriate, analyze chemically. • Investigate any potential upstream sources that may be contributing non-storm-water flow. • Record clear, unpolluted dry weather flows observed during outfall inspections. If there is clear, dry weather flow, the discharge may be coming from unregulated sources. Unless they are a significant contributor of pollutants (see part V.G.3.e.) these may not be regulated, however they must be recorded. • Determine further action needed. 			<p>Construction activity</p>
<ul style="list-style-type: none"> • Establish and follow procedures that are appropriate for the local construction storm-water program. • Parallel the MPCA construction storm-water permit when possible. • Determine if pollution control devices are in good working condition and able to perform their intended function. • Identify any potential pollution problems related to storm-water runoff or infiltration into the groundwater. • Determine if any additional BMPs, such as silt fence, temporary ponds or other BMPs may be appropriate. • Keep construction inspections records for 3 years after permit expiration. • Summarize inspections for annual reports as requested on those forms. • Determine further action needed. • Immediately schedule and conduct needed maintenance or BMP installation. • Record anticipated and actual work dates. 			

APPENDIX B

**GENERAL PERMIT
AUTHORIZATION TO DISCHARGE STORM WATER ASSOCIATED WITH
CONSTRUCTION ACTIVITY UNDER THE NATIONAL POLLUTANT
DISCHARGE ELIMINATION SYSTEM/STATE DISPOSAL SYSTEM PERMIT
PROGRAM**



Minnesota
Pollution
Control
Agency

Municipal
Division

Overview of Minnesota's NPDES/SDS Construction Stormwater Permit

Water Quality/Stormwater #2-05, November 2005

MPCA Office

- ◆ Brainerd
(218) 828-2492
- ◆ Detroit Lakes
(218) 847-1519
- ◆ Duluth
(218) 723-1660
- ◆ Mankato
(507) 389-5255
- ◆ Marshall
(507) 537-7146
- ◆ Rochester
(507) 285-7343
- ◆ St. Paul
(651) 296-6300
Toll-free/TTY
(800) 657-3864
- ◆ Willmar
(320) 214-3786

Why – Although the quality of Minnesota's waters has improved, degraded and impaired waters still exist. Sediment-filled stormwater runoff is the leading source of pollution for Minnesota's surface waters by volume. Runoff can change both water quality and quantity affecting our water resources physically, chemically and biologically.

Sediment levels in construction site runoff are typically far greater than levels from agricultural or forest lands. During a short period of time, construction activity can contribute more sediment to streams than can be deposited naturally over several decades, causing physical and biological harm to our waters. The Environmental Protection Agency (EPA) estimates that 20-150 tons of soil per acre is lost every year to stormwater runoff from construction sites. Many studies indicate that controlling erosion can significantly reduce the amount of sediment and other pollutants transported by runoff from construction sites.

What – Mandated by Congress under the Clean Water Act, the National Pollutant Discharge Elimination System (NPDES) Stormwater Program is a comprehensive national program for addressing polluted stormwater runoff.

The program regulates stormwater discharges from construction sites, industrial facilities and urbanized municipalities using NPDES permits. These permits require permittees to control polluted discharges.

The State of Minnesota regulates the disposal of stormwater by a State Disposal System (SDS) permit. The Minnesota Pollution Control Agency (MPCA) administers both NPDES and SDS permits in Minnesota.

Who – Owners and operators of construction activity disturbing one acre or more of land need to obtain an NPDES/SDS permit. Sites disturbing less than one acre within a larger common plan of development or sale that is more than one acre also need permit coverage.

How – Regulated parties must develop a Stormwater Pollution Prevention Plan (SWPPP) and submit:

- Completed application
- \$400 application fee

Applications and other forms are available by calling 651-297-1457 or visiting www.pca.state.mn.us/water/stormwater/stormwater-c.html.

Construction may begin seven days after the application is postmarked for most sites.

Sites that are more than 50 acres and discharging to outstanding resource value waters or impaired waters must submit their SWPPP and application at least 30 days prior to commencing construction.

This fact sheet summarizes the requirements of Minnesota's NPDES/SDS General Stormwater Permit for Construction Activity. Please review the permit itself for more detailed information.



Stormwater Pollution Prevention Plan

The SWPPP must be completed prior to submitting permit application and before beginning construction.

Plans must:

- Describe the nature of the construction activity
- Address the potential for sediment and pollutant discharges from the site
- Identify someone to oversee BMP implementation
- Identify chain of responsibility for general contractor and owner
- Identify temporary sediment basins, if more than 10 acres are disturbed and drain to a single point of discharge
- Identify permanent stormwater management system
- Identify erosion prevention practices
- Identify sediment control practices
- Identify dewatering and basin draining practices
- Identify inspection and maintenance practices
- Identify pollution prevention management measures
- Retain records
- Describe the timing of BMP installation
- Location and type of temporary and permanent BMPs
- Include standard plates and specifications of BMPs
- Include a site map identifying:
 - Existing and final grades
 - Dividing lines and direction of pre and post-construction stormwater flow and drainage areas
 - Impervious surfaces and soil types
 - Location of areas not to be disturbed
 - Phased construction areas
 - Surface waters and wetlands within 1/2 mile that receive runoff from the site
- Describe methods of final stabilization of exposed soil
- Include any additional measures needed to protect special waters and for projects in Karst areas or in drinking water supply management areas
- Include any additional measures necessary to comply with any total maximum daily load (TMDL) established for the receiving waters

SWPPP amendments are required when:

- Any change effects the discharge of pollutants
- Inspections indicate ineffectiveness
- General objectives or terms and conditions of permit aren't being met
- A TMDL is established for the receiving water for the project and has a waste load allocation for construction activities

10+ acres disturbed at one time?

Temporary sediment basins must:

- Provide storage for a two-year, 24-hour storm, but no less than 1800 cubic feet per acre
- Prevent discharge of floating debris
- Allow for maintenance
- Provide emergency overflow
- Be built concurrent with start of soil disturbance
- Consider public safety

When site limitations don't allow for temporary sediment basins, you must use equivalent controls.

Temporary basins are also recommended for projects with steep slopes or highly erodible soils.

Permanent Stormwater Management System

When a project replaces vegetation or other pervious surfaces with one or more acres of cumulative impervious surface, 1/2" of runoff from the new impervious surface must be treated by one of the following methods. See the permit for specific design requirements:

- Wet sedimentation basin
- Infiltration/filtration
- Regional ponds
- Combination of practices
- Alternative method, pending MPCA approval. At least 90 days before the start of the project submit:
 - All calculations, drainage areas, plans and specifications
 - Two-year monitoring plan
 - Mitigation plan if alternative method fails



Best Management Practices

Erosion prevention practices must be installed in an appropriate and functional manner. Regulated parties choose which practices are best for specific sites. Prior to construction, they must identify areas not to be disturbed with flags, stakes, signs and so on. Possibilities include, but are not limited to:

- Construction phasing
- Vegetative buffer strips
- Temporary seeding
- Sod stabilization
- Horizontal slope grading
- Minimize land disturbance
- Preserve trees and natural vegetation
- Mulch or wood fiber blanket
- Stockpile covers

Within 200 feet of surface water?

The permit limits the time exposed soils can remain unstabilized when they are within 200 lineal feet of a surface water. Sites must have temporary erosion protection or permanent cover.

Slope	Maximum Time unstabilized and unworked
Steeper than 3:1	7 days
10:1 to 3:1	14 days
flatter than 10:1	21 days

Sediment control practices must minimize sediment from entering surface waters, curb and gutter systems, and storm sewer inlets. Regulated parties choose which practices are best for specific sites and practices must:

- Be established down gradient before upgradient land disturbance begins
- Protect storm drain inlets
- Control temporary soil stockpiles
- Control vehicle tracking with stone pads, concrete, steel wash racks or equivalent
- Remain until final stabilization

Possible sediment control practices include:

- Silt fences
- Inlet protection
- Check dams
- Sedimentation traps and basins
- Stabilized construction entrances

Dewatering and basin draining must discharge to a temporary or permanent sedimentation basin whenever possible. Draining activities must:

- Prevent erosion and scour
- Disperse over natural rock riprap, sand bags, plastic sheeting or other accepted measures
- Avoid nuisance conditions in receiving waters
- Not inundate wetlands

Inspections and maintenance are conducted by the owner, operator, or designee and must:

- Occur every seven days
- Occur within 24 hours of 1/2" storm
- Occur once a month on finally stabilized area
- Be routinely recorded and kept with the SWPPP
- Ensure the integrity and effectiveness of erosion prevention and sediment control measures
- Repair or replace nonfunctional BMPs
- Drain and remove sediment from basins
- Inspect surface waters, drainage ditches and conveyance systems for sediment
- Remove sediment deposits and stabilize any exposed soil during sediment removal
- Inspect and clean vehicle exits
- Ensure infiltration areas are protected

Pollution prevention management measures include housekeeping practices that help prevent polluted runoff and include:

- Proper collection and disposal of solid waste
- Proper storage and disposal of oil, paint, gasoline and other hazardous materials
- Establishing a specific truck washing site
- No on site engine degreasing

Final stabilization must be ensured by the permittee. This includes establishing a uniform perennial vegetative cover over 70% of pervious surface area.

For residential construction only, permittees may establish temporary erosion protection and distribute the MPCA fact sheet, *Sediment and Erosion Control for New Homeowners*, to homeowners.



Discharges to special waters

Additional best management practices and enhanced runoff controls are required for discharges to the following special waters:

- Wilderness areas
- Portions of the Mississippi River
- Scenic or recreational river segments
- Lake Superior
- Lake trout lakes
- Trout lakes
- Scientific and natural areas
- Trout streams

Additional best management practices include:

- Temporary erosion protection or permanent cover over exposed soil with a slope of 3:1 or steeper within three days after the area is no longer being worked
- Temporary sediment basins that drain to a single point of discharge for five or more acres disturbed at one time
- Permanent stormwater management system designed to treat 1" of runoff
- 100 linear feet buffer zone from special waters
- Enhanced runoff controls
- Temperature controls for discharges to trout waters

Discharges to Wetlands

Permittees must follow a wetland mitigative sequence if the project's stormwater discharge has the potential for adversely impacting (for example, excavating or permanently flooding a wetland to create a stormwater pond) a wetland. Potential adverse impacts may be addressed by:

- Permits or other approvals from an official statewide program (U.S. Army Corps of Engineers, DNR, WCA etc.)
- Use of appropriate measures to avoid, minimize or mitigate all adverse impacts

Special situations

The Minnesota NPDES permit does not replace or satisfy any requirements dealing with:

- Environmental review
- Environmental impact statements
- Environmental worksheets
- Federal environmental review
- Endangered or threatened species
- Historic places or archeological sites

Owner or operator changes?

Subdivision

- New owner or operator must submit a *Subdivision Registration* within seven days
- May use previously developed SWPPP
- May not make previously implemented BMPs ineffective

Entire project

- New owner or operator must submit an *Application for Permit Transfer/Modification* within seven days
- May use previously developed SWPPP
- May not make previously implemented BMPs ineffective

Resources

Minnesota's NPDES/SDS General Stormwater Permit for Construction Activity
<http://www.pca.state.mn.us/water/stormwater/stormwater-c.html>

Protection Water Quality in Urban Areas Manual MPCA
<http://www.pca.state.mn.us/water/pubs/sw-binpmanual.html>

Stormwater Management for Construction Activities, EPA
<http://cfpubl.epa.gov/npdes/stormwater/const.stm>

Summary Guidance, EPA
<http://www.epa.gov/npdes/pubs/owm0307.pdf>

Erosion & Sediment Control Certification, University of Minnesota
<http://erosion.coafes.umn.edu>



Minnesota
Pollution
Control
Agency

Municipal
Division

MPCA Office

- ◆ **Brainerd**
(218) 828-2492
- ◆ **Detroit Lakes**
(218) 847-1519
- ◆ **Duluth**
(218) 723-4660
- ◆ **Mankato**
(507) 389-5235
- ◆ **Marshall**
(507) 537-7146
- ◆ **Rochester**
(507) 285-7343
- ◆ **St. Paul**
(651) 296-6300
Toll-free/TTY
(800) 657-3864
- ◆ **Willmar**
(320) 214-3786

A Guide to Minnesota's Construction Stormwater Permit for One to Five Acre Construction

Water Quality/Stormwater #2.03, October 2004

Why is stormwater runoff a problem for our environment?

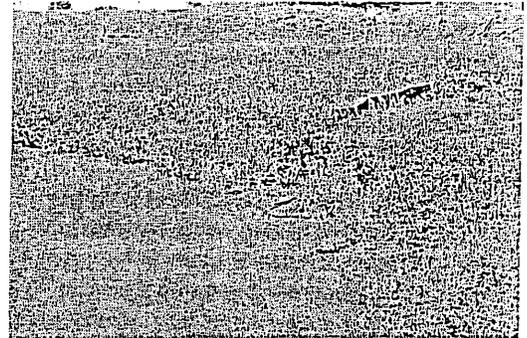
Although the quality of Minnesota's waters has improved, degraded and impaired waters still exist. Sediment filled stormwater runoff is the leading source of pollution for Minnesota's surface waters by volume. Runoff can change both water quality and quantity affecting our water resources physically, chemically and biologically.

Why is construction runoff an environmental problem?

Sediment levels in construction site runoff are typically far greater than levels from agricultural or forest lands. During a short period of time, construction activity can contribute more sediment to streams than can be deposited naturally over several decades, causing physical and biological harm to our waters. The Environmental Protection Agency (EPA) estimates that 20-150 tons of soil per acre is lost to stormwater runoff from construction sites. Many studies indicate that controlling erosion can significantly reduce the amount of sediment and other pollutants transported by runoff from construction sites.

What is the National Pollutant Discharge Elimination System (NPDES) Stormwater Program?
Mandated by Congress under the Clean Water Act, the National Pollutant Discharge Elimination System (NPDES) Stormwater Program is a comprehensive national program for addressing polluted stormwater runoff.

The program regulates stormwater discharges from construction sites, industrial facilities and urbanized municipalities using NPDES permits. These permits require permittees to control polluted discharges.



Improperly managed runoff can damage Minnesota's waters.

The State of Minnesota regulates the disposal of stormwater by a State Disposal System (SDS) permit. The Minnesota Pollution Control Agency (MPCA) administers both NPDES and SDS permits in Minnesota.

Who must apply for a construction stormwater permit?

Owners and operators of construction activity disturbing one acre or more of land and smaller sites that are part of a larger development disturbing one or more acre of land must obtain a combined NPDES/SDS permit from the MPCA.

When was the program expanded to include small construction projects, those between one and five acres?
For nearly a decade, construction projects that disturbed more than five acres of land had to obtain permit coverage. Effective March 10, 2003, federal regulations expanded to require permits for construction activity disturbing one acre or more of land and smaller sites that are part of a larger development that disturbs one or more acres in total.



What is the main requirement of the permit?

Federal regulations require implementation of a Stormwater Pollution Prevention Plan (SWPPP) that uses best management practices to prevent erosion and minimize polluted and sediment-laden runoff. Plans must be completed before an application is submitted. See the permit for details.

How much is the application fee?

In 2003, the Minnesota Legislature created a uniform fee schedule for Minnesota's stormwater permits. Effective July 1, 2003 applicants for an NPDES/SDS general stormwater permit for construction activity pay a \$400 application fee.

What happens if a site doesn't have a permit?

The federal government requires permit coverage. Owners and operators of construction activity that fail to obtain permit coverage are open to third party civil suits. Sites that lack permit coverage and/or fail to meet permit terms and conditions will be subject to MPCA enforcement action, civil penalties and/or criminal charges.

Where can I get an application form and find more information about applying?

MPCA Stormwater Web site
www.pca.state.mn.us/water/stormwater/index.html

MPCA Municipal Division
Shanna Denis, 651-297-1457

MPCA Customer Assistance Center
651-297-2274 or 800-646-6247 (in Minn.)

Where can I find more information about best management practices and developing erosion and sediment control plans and/or SWPPPs?

Stormwater Compliance Assistance Tool Kit for Small Construction Operators, MPCA
www.pca.state.mn.us/publications/wq-strm2-09.pdf

Protection Water Quality in Urban Areas Manual, MPCA
www.pca.state.mn.us/water/pubs/sw-bmpmanual.html

Stormwater Management for Construction Activities, EPA
<http://cfpub1.epa.gov/npdes/stormwater/const.cfm>
click on Publications, click on Policy and Guidance Documents

Summary Guidance, EPA
www.epa.gov/npdes/pubs/owm0307.pdf

GENERAL PERMIT
AUTHORIZATION TO DISCHARGE
STORM WATER ASSOCIATED WITH CONSTRUCTION ACTIVITY
UNDER THE NATIONAL POLLUTANT DISCHARGE ELIMINATION
SYSTEM/STATE DISPOSAL SYSTEM PERMIT PROGRAM

ISSUANCE DATE: August 1, 2003 EXPIRATION DATE: August 1, 2008

In compliance with the provisions of the Clean Water Act, as amended, (33 U.S.C. 1251 et seq.; hereinafter, the "Act"), 40 CFR 122, 123, and 124, as amended, et seq.; Minn. Stat. Chs. 115 and 116, as amended, and Minn. R. Ch. 7001:

This permit regulates the discharges of storm water to the waters of the state of Minnesota associated with construction activity. This permit covers the storm water discharges identified in Part I.A. of this permit. The limitations on permit coverage are identified in Part I.B. of this permit.

This permit requires the development and implementation of a Storm Water Pollution Prevention Plan (SWPPP). No person shall commence construction activity covered by Part I.A. until permit coverage under this permit is effective or, if applicable, until the Minnesota Pollution Control Agency (MPCA) has issued an individual NPDES/SDS construction storm water permit for the project. The SWPPP must be completed prior to submitting any permit application and prior to conducting any construction activity by any required Permittee.

Unless notified by the MPCA to the contrary, applicants who submit a completed application (including permit fee) in accordance with the requirements of this permit are authorized to discharge storm water from construction sites under the terms and conditions of this permit 7, 30, or 90 days after the postmarked date of the completed application as described in Part II.B.

Coverage under this permit will remain in effect until the owner has submitted a Notice of Termination, regardless of the above expiration date.

Signature: _____

Daniel D. Foley *MS* Board Member
for

Minnesota Pollution Control Agency

If you have questions on this permit, including the specific permit requirements, permit reporting or permit compliance status, please contact the appropriate MPCA offices.

Minnesota Pollution Control Agency
Construction Storm Water Program
520 Lafayette Road North
St. Paul, MN 55155-4194
Telephone (651) 297-2274

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PART I. PERMIT COVERAGE AND LIMITATIONS

A. PERMIT COVERAGE

1. This permit is required for storm water discharges associated with construction activity and with small construction activity as defined in 40 C.F.R. part 122.26(b)(14)(x) and (b)(15), respectively.
2. This permit authorizes, subject to the terms and conditions of this permit, the discharge of storm water associated with construction activity and small construction activity.

Construction activity includes clearing, grading and excavation, that disturbs land of equal to or greater than five (5) acres and includes the disturbance of less than five (5) acres of total land area that is a part of a larger common plan of development or sale if the larger common plan will ultimately disturb five (5) acres or more.

Small construction activity includes clearing, grading and excavation, that disturbs land of equal to or greater than one (1) acre, and includes the disturbance of less than one (1) acre of total land area that is part of a larger common plan of development or sale if the larger common plan will ultimately disturb equal to or greater than one and less than five (5) acres. Small construction activity does not include routine maintenance that is performed to maintain the original line and grade, hydraulic capacity, or original purpose of the facility.

3. This permit covers all areas of the state of Minnesota.
4. For Parts I.B through Appendix A of this permit, all reference to construction activity includes both small construction activity and construction activity.

B. LIMITATIONS OF COVERAGE

This permit does not cover the following activities:

1. Discharges or releases that are not storm water except those non-storm water discharges authorized under Part IV.D.
2. The placement of fill into waters of the state requiring local, state, or federal authorizations (such as U.S. Army Corps of Engineers Section 404 permits, Department of Natural Resources Public Waters Work Permits or Local Governmental Unit Wetland Conservation Act replacement plans or determinations).
3. Storm water discharges associated with industrial activity that originate from the site after construction activities have been completed and the site has undergone final stabilization. Post-construction industrial storm water discharges may need to be covered by a separate NPDES/SDS permit.
4. Non-point source agricultural and silvicultural discharges excluded from NPDES permit requirements under 40 CFR part 122.3(e).
5. Discharges to the waters identified below unless the requirements of Appendix A. are complied with:

- a. Discharges into outstanding resource value waters (ORVWs) as defined in Minn. R. 7050.0180, subp. 3 and 6, except calcareous fens listed in Minn. R. 7050.0180, subp. 6.b.
 - b. Discharges into Trout waters as listed in Minn. R. 6264.0050, subp. 2 and 4.
 - c. Discharges into Wetlands as listed in Minn. R. 7050.0130, item. F.
 - d. Discharges from projects that have not met applicable Environmental Review requirements under state or federal laws.
 - e. Discharges that adversely impact or contribute to adverse impacts on a listed endangered or threatened species or adversely modify a designated critical habitat.
 - f. Discharges which adversely affect properties listed or eligible for listing in the National Register of Historic Places or affecting known or discovered archeological sites.
6. Discharges to calcareous fens listed in Minn. R. 7050.0180, subp. 6.b.
 7. Discharges to waters for which there is a total maximum daily load (TMDL) allocation for sediment and parameters associated with sediment transport are not eligible for coverage under this permit unless the Permittee(s) develop and certify a SWPPP that is consistent with the assumptions, allocations and requirements in the approved TMDL. To be eligible for coverage under this general permit, Permittee(s) must incorporate into their SWPPP any conditions applicable to their discharges necessary for consistency with the assumptions, allocations and requirements of the TMDL within any timeframes established in the TMDL. The SWPPP must include the provisions in Part III.A.7. If a specific numeric wasteload allocation has been established that would apply to the project's discharges, the Permittee(s) must incorporate that allocation into its SWPPP and implement necessary steps to meet that allocation.

PART II. SUBMITTING THE APPLICATION

A. PREREQUISITE FOR SUBMITTING A PERMIT APPLICATION

The owner must develop a Storm Water Pollution Prevention Plan (SWPPP) in accordance with Part III (Storm Water Discharge Design Requirements) of this permit. The plans are not to be submitted to the MPCA (unless the project size is 50 acres or more and will discharge to certain waters as described in Part II.B.1.b.) but are to be retained by the owner in accordance with Part III.D (Record Retention). The applicants' failure to complete the SWPPP prior to submitting the application will result in the application being returned and the storm water discharges associated with construction activity will not be authorized by this permit.

B. APPLICATION AND DURATION OF COVERAGE

1. Application Required.

- a. The owner and operator shall submit a completed application form (or a photocopy thereof) with the appropriate fee for project size (see application form) to the MPCA for each project which disturbs one (1) or more acres of land. The owner and operator of a common plan

of development or sale that will ultimately disturb one (1) or more acres must submit a completed application to the MPCA.

- b. For certain projects or common plans of development or sale disturbing 50 acres or more, the application must be submitted at least 30 days before the start of construction activity. This requirement pertains to projects that have a discharge point on the project that is within 2000 feet of, and flows to, a special water listed in Appendix A, Part B. or waters listed as impaired under section 303(d) of the federal Clean Water Act (see MPCA's web site). Applicants must submit a completed application form and Storm Water Pollution Prevention Plan including all calculations for the Permanent Storm Water Management System (see Part III.A – C).
2. The Owner and Operator are Permittee(s). The owner who signs the application is a Permittee and is responsible for compliance with all terms and conditions of this permit. The operator (usually the general contractor) who signs the application is a Permittee for Parts II.B., Part II.C. and Part IV. of this permit and is jointly responsible with the owner for compliance with those portions of the permit.
 3. Permit Coverage. The commencement of any construction activity (e.g., land disturbing activities) covered under Part I.A. of this permit is prohibited until permit coverage under this permit is effective or, if applicable, until the MPCA has issued an individual NPDES/SDS construction storm water permit for the project.
 - a. Except as provided in subp. 3.b. and 3.c. below, permit coverage will become effective seven (7) days after the postmarked date of the completed application form.
 - b. For projects disturbing 50 acres or more, that have a discharge point on the project that is within 2000 feet of, and flows to, a special water listed in Appendix A, Part B. or waters listed as impaired under section 303(d) of the federal Clean Water Act, the applicants must submit a completed application and SWPPP to the MPCA at least thirty (30) days prior to the commencement of construction activities. MPCA staff will review the SWPPP submitted with the completed application and unless the Permittee is notified in writing that the SWPPP does not meet the general permit requirements, permit coverage will become effective 30 days after the postmarked date or MPCA date-stamp (whichever is first) of the completed application.
 - c. For proposals to use Alternative Method(s) for the Permanent Storm Water Management System under Part III.C.5, the applicants must submit a completed application and SWPPP, including the Alternative Method documentation under Part III.C.5, to MPCA for review and approval at least 90 days prior to the proposed starting date of construction activity.
 - i. The MPCA will notify the applicant within the 90-day period, in writing, whether the alternative method is approved or not approved and, if applicable, the basis for denial.
 - ii. The applicant may re-submit the alternative method after addressing the MPCA's basis for denial. The MPCA will respond within 30 days.
 - iii. Permit coverage will become effective upon receipt of an alternative treatment method approval letter from MPCA. Any construction activity on the project is not covered under this permit until receiving the alternative treatment approval letter.

4. Coverage Letter. For projects under subpart 3.a. of this part, the Permittee(s) will receive a permit letter and certificate acknowledging permit coverage, usually within 30 days of the postmarked date of the completed application.
5. Change of Coverage. For storm water discharges from construction projects where the owner or operator changes, (e.g., an original developer sells portions of the property to various homebuilders) the new owner or operator must submit a subdivision registration within 7 days of assuming operational control of the site, commencing work on their portion of the site, or of the legal transfer, sale or closing on the property. For instances where an owner or operator of an entire project changes after an application has been submitted under Part II, the new owner or operator must submit an application for permit transfer/modification within 7 days of assuming control of the site or commencing work on-site, or of the legal transfer, sale or closing on the property. Late submittals will not be rejected; however, the MPCA reserves the right to take enforcement for any unpermitted discharges or permit noncompliance for the new registered party that has assumed control of the site. For storm water discharges from construction activities where the owner or operator changes, the new owner or operator can implement the original SWPPP created for the project or develop and implement their own SWPPP. Permittee(s) shall ensure either directly or through coordination with other Permittee(s) that their SWPPP meets all terms and conditions of this permit and that their activities do not render another party's erosion prevention and sediment control Best Management Practices (BMPs)."

C. TERMINATION OF COVERAGE

1. Permittee(s) wishing to terminate coverage under this permit must submit a Notice of Termination (NOT) to the MPCA. Compliance with this permit is required until a NOT is submitted. The Permittee(s) authorization to discharge under this permit terminates at midnight of the day the NOT is signed.
2. All Permittee(s) must submit a NOT within thirty (30) days after one or more of the following conditions have been met:
 - a. Final stabilization (see Part IV.G. and definition in Appendix B) has been achieved on all portions of the site for which the Permittee is responsible (including the removal of all temporary measures such as silt fence, and if applicable, returning agricultural land to its pre-construction agricultural use);
 - b. Another owner/operator (Permittee) has assumed control according to Part II.B.5 over all areas of the site that have not been finally stabilized; or
 - c. For residential construction only, temporary erosion protection and down gradient perimeter control for individual lots has been completed and the residence has been transferred to the homeowner. Additionally, the Permittee must distribute the MPCA's "homeowner factsheet" to the homeowner to inform the homeowner of the need for, and benefits of, final stabilization.
3. Permittee(s) that use an alternative method for the permanent storm water management system as described in Part III.C.5, are prohibited from terminating this permit until final stabilization has been achieved on site and either:

- a. The two years of monitoring data has been submitted to the MPCA and the MPCA has determined that the required treatment has been achieved. The Permittee will be notified in writing within 30 days after the monitoring data has been submitted. If the Permittee has not heard from the MPCA within 30 days after submitting the required data, the Permittee can submit a **Notice of Termination**.
- b. The Permittee can submit a **Notice of Termination**, even if the timeframe is less than two years, if the MPCA determines that the alternative method is achieving the required treatment.

During the monitoring and evaluation of the alternative method, the Permittee is not responsible for other permit requirements that have been transferred as described in Part II.B.5.

PART III. STORM WATER DISCHARGE DESIGN REQUIREMENTS

A. STORM WATER POLLUTION PREVENTION PLAN

The owner must develop a **Storm Water Pollution Prevention Plan (SWPPP)**. The SWPPP shall be completed prior to submitting any permit application and prior to conducting any construction activity by any required Permittee(s). The plan must be a combination of narrative, plan sheets and if appropriate standard detail sheets that address the foreseeable conditions, at any stage in the construction or post construction activities. The plan must include a description of the nature of the construction activity. The plan must address the potential for discharge of sediment and/or other potential pollutants from the site. For storm water discharges from construction activities where the owner or operator changes, the new owner or operator can implement the original SWPPP created for the project or develop and implement their own SWPPP. Permittee(s) shall ensure either directly or through coordination with other Permittee(s) that their SWPPP meets all terms and conditions of this permit and that their activities do not render another party's erosion prevention and sediment control Best Management Practices (BMPs) ineffective.

1. As part of the SWPPP the owner must identify a person knowledgeable and experienced in the application of erosion prevention and sediment control BMPs who will oversee the implementation of the SWPPP, and the installation, inspection and maintenance of the erosion prevention and sediment control BMPs before and during construction. The owner must identify who will have the responsibility for long term operation and maintenance of the permanent storm water management system (see Part III.C.). The owner shall develop a chain of responsibility with all operators on the site to ensure that the SWPPP will be implemented and stay in effect until the construction project is complete, the entire site has undergone final stabilization, and a NOT has been submitted to the MPCA.
2. The SWPPP must incorporate the requirements of Part III (Storm Water Discharge Design Requirements), Part IV (Construction Activity Requirements) and Appendix A for the project. A narrative describing the timing for installation of all erosion prevention and sediment control BMPs required in Part III, Part IV and Appendix A must also be included in the plan.
3. The SWPPP requirements must be incorporated into the project's final plans and specifications and/or project documentation, as appropriate, and must include:
 - a. Location and type of all temporary and permanent erosion prevention and sediment control BMPs along with procedures to be used to establish additional temporary BMPs as

necessary for the site conditions during construction. Standard plates and/or specifications for the BMPs used on the project must be included in the final plans and specifications for the project.

- b. A site map with existing and final grades, including dividing lines and direction of flow for all pre and post-construction storm water runoff drainage areas located within the project limits. The site map must also include impervious surfaces and soil types.
 - c. Locations of areas not to be disturbed.
 - d. Location of areas where construction will be phased to minimize duration of exposed soil areas.
 - e. All surface waters and existing wetlands, which can be identified on maps such as United States Geological Survey 7.5 minute quadrangle maps or equivalent maps within one-half mile from the project boundaries, which will receive storm water runoff from the construction site, during or after construction. Where surface waters receiving runoff associated with construction activity will not fit on the plan sheet, they must be identified with an arrow, indicating both direction and distance to the surface water.
 - f. Methods to be used for final stabilization of all exposed soil areas.
4. The Permittee(s) must amend the SWPPP as necessary to include additional requirements, such as additional or modified BMPs, designed to correct problems identified or address situations whenever:
- a. There is a change in design, construction, operation, maintenance, weather or seasonal conditions that has a significant effect on the discharge of pollutants to surface waters or underground waters;
 - b. Inspections or investigations by site operators, local, state or federal officials indicate the SWPPP is not effective in eliminating or significantly minimizing the discharge of pollutants to surface waters or underground waters or that the discharges are causing water quality standard exceedances; or
 - c. The SWPPP is not achieving the general objectives of controlling pollutants in storm water discharges associated with construction activity, or the SWPPP is not consistent with the terms and conditions of this permit.
 - d. At any time after permit coverage is effective, the MPCA may determine that the project's storm water discharges may cause, have reasonable potential to cause, or contribute to non-attainment of any applicable water quality standard, or that the SWPPP does not incorporate the requirements in Part III.A.7 related to an approved Total Maximum Daily Load (TMDL) implementation plan that contains construction storm water related requirements. If MPCA makes such determination(s) or any of the determinations in Parts III.A.4.a.-4.c., MPCA will notify the Permittees in writing. In response, the Permittees must develop a supplemental BMP action plan or appropriate SWPPP amendments describing SWPPP modifications to address the identified concerns and submit information requested by MPCA, which may include

an individual permit application. If MPCA's written notification requires a response, failure to respond within the specified timeframe constitutes a permit violation.

5. The SWPPP must factor in any findings of and include any storm water mitigation measures required as the result of any environmental, archeological or other required local, state or federal review conducted for the project. For the purposes of this permit provision, mitigation measures mean avoiding, minimizing, rectifying (e.g., repairing, rehabilitating, restoring), reducing, eliminating or compensating for impacts related to: (1) storm water discharges associated with the project's construction activity; and (2) erosion prevention, sediment control and the permanent storm water management system for the project.
6. The SWPPP must provide additional measures as necessary to assure compliance with surface and ground water standards in Minn. R. chapters 7050 and 7060 in karst areas and to ensure protection of drinking water supply management areas (see Minn. R. 4725.4450).
7. If runoff from the site discharges to an impaired water which has an approved TMDL implementation plan containing requirements for construction storm water discharges, the Permittee must include the following in the SWPPP:
 - a. identify the receiving water and the areas of the site discharging to it; and
 - b. BMPs that are appropriate for the site and sufficient to comply with all applicable requirements of the TMDL implementation plan.

B. TEMPORARY SEDIMENT BASINS

Where ten (10) or more acres of disturbed soil drain to a common location, a temporary (or permanent) sediment basin must be provided prior to the runoff leaving the construction site or entering surface waters. The Permittee is encouraged, but not required, to install temporary sediment basins where appropriate in areas with steep slopes or highly erodible soils even if less than ten (10) acres drains to one area. The basins must be designed and constructed according to the following requirements:

1. The basins must provide storage below the outlet pipe for a calculated volume of runoff from a 2 year, 24 hour storm from each acre drained to the basin, except that in no case shall the basin provide less than 1800 cubic feet of storage below the outlet pipe from each acre drained to the basin.
2. Where no such calculation has been performed, a temporary (or permanent) sediment basin providing 3,600 cubic feet of storage below the outlet pipe per acre drained to the basin, shall be provided where attainable until final stabilization of the site.
3. Temporary basin outlets must be designed to prevent short-circuiting and the discharge of floating debris. The basin must be designed with the ability to allow complete basin drawdown (e.g., perforated riser pipe wrapped with filter fabric and covered with crushed gravel, pumps or other means, see Part IV.D.) for maintenance activities, and provide a stabilized emergency overflow to prevent failure of pond integrity. Energy dissipation must be provided for the basin outlet (see Part IV.B.4).

4. The temporary (or permanent) basins must be constructed and made operational concurrent with the start of soil disturbance that is upgradient of the area and contributes runoff to the pond.
5. Where the temporary sediment basin is not attainable due to site limitations, equivalent sediment controls such as smaller sediment basins, and/or sediment traps, silt fences, vegetative buffer strips, or any appropriate combination of measures are required for all down slope boundaries of the construction area and for those side slope boundaries deemed appropriate as dictated by individual site conditions. In determining whether installing a sediment basin is attainable, the Permittee must consider public safety and may consider factors such as site soils, slope, and available area on site. This determination must be documented in the SWPPP.

C. PERMANENT STORM WATER MANAGEMENT SYSTEM

All storm water must be discharged in a manner that does not cause nuisance conditions, erosion in receiving channels or on downslope properties, or inundation in wetlands causing a significant adverse impact to the wetlands.

Where a project's ultimate development replaces vegetation and/or other pervious surfaces with one or more acres of cumulative impervious surface, a water quality volume of ½ inch of runoff from the new impervious surfaces created by the project must be treated by one of the methods outlined in Part III.C.1 through Part III.C.5 prior to the runoff leaving the construction site or entering surface waters (excluding drainage systems that convey storm water to a constructed permanent storm water management facility designed to treat the water quality volume from the project).

For those areas of a project where there is no feasible way to meet the treatment requirement for the water quality volume, other treatment such as grassed swales, smaller ponds or grit chambers is required prior to discharge to surface waters. A cumulative maximum of (3) three acres or 1% of project size whichever is larger can be treated in this manner.

Where the proximity to bedrock precludes the installation of any of the permanent storm water management practices outlined in Part III.C., other treatment, such as grassed swales, smaller ponds, or grit chambers, is required prior to discharge to surface waters.

For work on road projects where the lack of right of way precludes the installation of any of the permanent storm water management practices outlined in Part III.C., other treatment such as grassed swales, smaller ponds, or grit chambers, is required prior to discharge to surface waters.

1. Wet Sedimentation Basin

- a. The basin must have a permanent volume of 1800 cubic feet of storage below the outlet pipe for each acre that drains to the basin. The basin's permanent volume must reach a minimum depth of at least 3 feet and must have no depth greater than 10 feet. The basin must be configured such that scour or resuspension of solids is minimized.
- b. The basin's water quality volume is calculated as ½ inch of runoff from the new impervious surfaces created by the project.
- c. Basin outlets shall be designed such that the water quality volume is discharged at no more than 5.66 cubic feet per second (cfs) per acre of surface area of the pond.

- d. Basin outlets must be designed to prevent short-circuiting and the discharge of floating debris. Basin outlets must have energy dissipation.
- e. The basin must provide a stabilized emergency overflow to accommodate storm events in excess of the basin's hydraulic design.
- f. Adequate maintenance access must be provided (typically 8 ft. wide) for future maintenance of the basin.

2. Infiltration/Filtration

Infiltration/Filtration options include but are not limited to: infiltration basins, infiltration trenches, rainwater gardens, sand filters, organic filters, bioretention areas, enhanced swales, dry storage ponds with underdrain discharge, off-line retention areas and natural depressions. Infiltration must be used only as appropriate to the site and land uses. Settleable solids, floating materials, oils and grease should be removed from the runoff to the maximum extent practicable before runoff enters the infiltration/filtration system. Filtration systems must have a reasonable chance of achieving approximately 80% removal of total suspended solids. The Permittee(s) must evaluate the impact of constructing an infiltration practice on existing hydrologic features (e.g., existing wetlands) and try to maintain pre-existing conditions (e.g., do not breach a perched water table which is supporting a wetland). For a discussion of ground water warnings, design measures, maintenance considerations or other retention, detention, and treatment devices, see the MPCA's *Protecting Water Quality in Urban Areas* found on the MPCA's web-site.

- a. Infiltration systems should not be excavated to final grade until the contributing drainage area has been constructed and fully stabilized.
- b. During construction of an infiltration system, rigorous sediment and erosion controls (e.g., diversion berms) should be used to keep sediment and runoff completely away from the infiltration area. The area must be staked off and marked so that heavy construction equipment will not compact the soil in the proposed infiltration area.
- c. To prevent clogging of the infiltration or filtration system, a pretreatment device such as a vegetated filter strip, small sedimentation basin, or water quality inlet (e.g., grit chamber) must be used to settle particulates before the storm water discharges into the infiltration or filtration system.
- d. Infiltration or filtration systems shall be sufficient to infiltrate or filter a water quality volume of ½ inch of runoff from the new impervious surfaces created by the project.
- e. The water quality volume shall discharge through the soil or filter media in 48 hours or less. Additional flows that cannot be infiltrated or filtered in 48 hours should be routed to bypass the system through a stabilized discharge point. A way to visually verify that the system is operating as designed must be provided.
- f. Appropriate on-site testing shall be conducted to ensure a minimum of 3 feet of separation from the seasonally saturated soils (or from bedrock) and the bottom of the proposed infiltration system. Calculations and computer model results that demonstrate the design adequacy of the infiltration system must be included as part of the SWPPP.

- g. Adequate maintenance access must be provided (typically 8 ft. wide) along with a maintenance plan identifying whom will be performing future maintenance of the infiltration or filtration system.
- h. Use of designed infiltration systems from industrial areas with exposed significant materials or from vehicle fueling and maintenance areas is prohibited.

3. Regional Ponds

Regional ponds can be used provided that they are constructed ponds, not a natural wetland or waterbody, (wetlands used as regional ponds must be mitigated for, see Appendix A) and designed in accordance with this permit's design requirements (see Part III.C.1) for all water from **impervious surfaces** that reach the pond. **Permittees** shall not construct regional ponds in **wetlands**, regardless of their condition, quality or designation by local plans, unless the mitigative sequence in Appendix A. D.2 of this permit has been completed. There must be no significant degradation of the waterways between the project and the regional pond. The owner must obtain written authorization from the applicable local governmental unit (LGU) or private entity that owns and maintains the regional pond. The LGU's or private entity's written authorization must identify that the regional pond will discharge the **water quality volume** ($\frac{1}{2}$ inch of runoff from the impervious watershed area) at no more than 5.66 cfs per acre of surface area of the pond. The owner must include the LGU's or private entity's written authorization in the SWPPP. The LGU's or private entity's written authorization must be obtained before the owner finalizes the SWPPP and before any application for this permit is made to the MPCA.

4. Combination of Practices

A combination of practices, including those required by a LGU, which meet the requirements of Part III.C.1, 2 and 3 respectively, (i.e., wet sedimentation basins, infiltration/filtration, and regional ponds) may be used such that the **water quality volume** of $\frac{1}{2}$ inch of runoff from the new **impervious surfaces** created by the project is accounted for in the owner's permanent storm water management system (e.g., $\frac{1}{4}$ inch infiltrated and $\frac{1}{4}$ inch treated through a wet sedimentation basin). If any combination of these practices is used, the SWPPP must contain documentation (e.g., LGU or private entity's authorization, infiltration computer model results or calculations, etc.) identifying the volume that each practice addresses.

5. Alternative Method

Where an alternative, innovative treatment system is proposed and demonstrated by calculation, design or other independent methods to achieve approximately 80% removal of total suspended solids on an annual average basis, the Commissioner will approve the method if the process outlined in Part II.B.3.c. is completed, and the following information is submitted:

- a. All calculations, drainage areas, plans, and specifications for the proposed alternative method and a graphic representation of the area to be served by the method. These items must be included in the SWPPP and submitted to the MPCA at least 90 days prior to the proposed starting date of the **construction activity**.
- b. A 2 year monitoring plan to sample runoff from the proposed method. The plan must include a discussion of the methods used to collect samples, location where samples will be taken (upstream and downstream of the proposed method), frequency of samples (minimum of six

runoff events sampled), identify lab used to analyze the samples and quality assurance and quality control methods to be used. The plan must include a schedule for submitting the monitoring data annually.

- c. A mitigation plan that addresses how the **water quality volume** will be treated in the event that the monitoring data shows the proposed alternative treatment method does not function as designed.
- d. The alternative method must achieve approximately 80% removal of total suspended solids on an average annual basis for the conditions expected at the site. The design must also consider public safety, health and water quality concerns. Proprietary information on effectiveness will not be considered for alternative treatment method review and approval.

No construction activity on the project is covered under this permit until the applicant receives an alternative treatment approval letter from the MPCA as described in Part II.B.3.c.

D. RECORD RETENTION

The SWPPP, all changes to it, and inspections and maintenance records must be kept at the site during construction by the Permittee who has operational control of that portion of the site. The SWPPP can be kept in either the field office or in an on site vehicle.

All owner(s) must keep the SWPPP, along with the following additional records, on file for three years after submittal of the NOT as outlined in Part II.C. This does not include any records after submittal of the NOT.

1. Any other permits required for the project;
2. Records of all inspection and maintenance conducted during construction (see Part IV.E. Inspections and Maintenance);
3. All permanent operation and maintenance agreements that have been implemented, including all right of way, contracts, covenants and other binding requirements regarding perpetual maintenance; and
4. All required calculations for design of the temporary and permanent storm water management systems.

PART IV. CONSTRUCTION ACTIVITY REQUIREMENTS

A. STORM WATER POLLUTION PREVENTION PLAN

The Permittee(s) must implement the SWPPP and the requirements of this part. The Best Management Practices (BMPs) identified in the SWPPP and in this permit must be installed in an appropriate and functional manner.

B. EROSION PREVENTION PRACTICES

1. The Permittee(s) must plan for and implement appropriate construction phasing, vegetative buffer strips, horizontal slope grading, and other construction practices that minimize erosion, so

that the inspection and maintenance requirements of Part IV.E. are complied with. The location of areas not to be disturbed must be delineated (e.g. with flags, stakes, signs, silt fence etc.) on the development site before work begins.

2. All exposed soil areas with a continuous positive slope within 200 lineal feet of a surface water, must have temporary erosion protection or permanent cover for the exposed soil areas year round, according to the following table of slopes and time frames:

<u>Type of Slope</u>	<u>Time</u>	(Maximum time an area can remain open when the area is not actively being worked.)
Steeper than 3:1	7 days	
10:1 to 3:1	14 days	
Flatter than 10:1	21 days	

These areas include constructed storm water management pond side slopes, and any exposed soil areas with a positive slope to a storm water conveyance system, such as a curb and gutter system, storm sewer inlet, temporary or permanent drainage ditch or other natural or man made systems that discharge to a surface water. Temporary stockpiles without significant silt, clay or organic components (e.g., clean aggregate stockpiles, demolition concrete stockpiles, sand stockpiles) are exempt from this requirement but must comply with Part IV.C.5.

3. The normal wetted perimeter of any temporary or permanent drainage ditch that drains water from a construction site, or diverts water around a site, must be stabilized within 200 lineal feet from the property edge, or from the point of discharge to any surface water. Stabilization must be completed within 24 hours of connecting to a surface water.
4. Pipe outlets must be provided with temporary or permanent energy dissipation within 24 hours of connection to a surface water.

C. SEDIMENT CONTROL PRACTICES

1. Sediment control practices must minimize sediment from entering surface waters, including curb and gutter systems and storm sewer inlets.
 - a. Temporary or permanent drainage ditches and sediment basins that are designed as part of a treatment system (e.g., ditches with rock check dams) require sediment control practices only as appropriate for site conditions.
 - b. If the down gradient treatment system is overloaded, additional upgradient sediment control practices must be installed to eliminate the overloading, and the SWPPP must be amended to identify these additional practices as required in Part III.A.4, a. through c.
 - c. In order to maintain sheet flow and minimize rills and/or gullies, there shall be no unbroken slope length of greater than 75 feet for slopes with a grade of 3:1 or steeper.
2. Sediment control practices must be established on all down gradient perimeters before any upgradient land disturbing activities begin. These practices shall remain in place until final stabilization has been established in accordance with Part IV.G.

3. The timing of the installation of sediment control practices may be adjusted to accommodate short-term activities such as clearing or grubbing, or passage of vehicles. Any short-term activity must be completed as quickly as possible and the sediment control practices must be installed immediately after the activity is completed. However, sediment control practices must be installed before the next precipitation event even if the activity is not complete.
4. All storm drain inlets must be protected by appropriate BMPs during construction until all sources with potential for discharging to the inlet have been stabilized.
5. Temporary soil stockpiles must have silt fence or other effective sediment controls, and cannot be placed in surface waters, including storm water conveyances such as curb and gutter systems, or conduits and ditches.
6. Vehicle tracking of sediment from the construction site must be minimized by BMPs such as stone pads, concrete or steel wash racks, or equivalent systems. Street sweeping must be used if such BMPs are not adequate to prevent sediment from being tracked onto the street (see Part IV.E.4.d.).
7. The Permittee must install temporary sedimentation basins as required in Part III.B. of this permit.

D. DEWATERING AND BASIN DRAINING

1. Dewatering or basin draining (e.g., pumped discharges, trench/ditch cuts for drainage) related to the construction activity that may have turbid or sediment laden discharge water must be discharged to a temporary or permanent sedimentation basin on the project site whenever possible. If the water cannot be discharged to a sedimentation basin prior to entering the surface water, it must be treated with the appropriate BMPs, such that the discharge does not adversely affect the receiving water or downstream landowners. The Permittee(s) must ensure that discharge points are adequately protected from erosion and scour. The discharge must be dispersed over natural rock riprap, sand bags, plastic sheeting or other accepted energy dissipation measures. Adequate sedimentation control measures are required for discharge water that contains suspended solids.
2. All water from dewatering or basin draining activities must be discharged in a manner that does not cause nuisance conditions, erosion in receiving channels or on downslope properties, or inundation in wetlands causing significant adverse impact to the wetland.

E. INSPECTIONS AND MAINTENANCE

1. The Permittee(s) (either the owner or operator, whoever is identified in the SWPPP) must routinely inspect the construction site once every seven (7) days during active construction and within 24 hours after a rainfall event greater than 0.5 inches in 24 hours.
2. All inspections and maintenance conducted during construction must be recorded in writing and these records must be retained with the SWPPP in accordance with Part III.D. Records of each inspection and maintenance activity shall include:
 - a. Date and time of inspections;

- b. Name of person(s) conducting inspections;
 - c. Findings of inspections, including recommendations for corrective actions;
 - d. Corrective actions taken (including dates, times, and party completing maintenance activities);
 - e. Date and amount of all rainfall events greater than 1/2 inch (0.5 inches) in 24 hours; and
 - f. Documentation of changes made to the SWPPP as required in Part III.A.4.
3. Where parts of the construction site have undergone final stabilization, but work remains on other parts of the site, inspections of the stabilized areas may be reduced to once per month. Where work has been suspended due to frozen ground conditions, the required inspections and maintenance must take place as soon as runoff occurs at the site or prior to resuming construction, whichever comes first.
4. All erosion prevention and sediment control BMPs must be inspected to ensure integrity and effectiveness. All nonfunctional BMPs must be repaired, replaced, or supplemented with functional BMPs. The Permittee(s) must investigate and comply with the following inspection and maintenance requirements:
- a. All silt fences must be repaired, replaced, or supplemented when they become nonfunctional or the sediment reaches 1/3 of the height of the fence. These repairs must be made within 24 hours of discovery, or as soon as field conditions allow access.
 - b. Temporary and permanent sedimentation basins must be drained and the sediment removed when the depth of sediment collected in the basin reaches 1/2 the storage volume. Drainage and removal must be completed within 72 hours of discovery, or as soon as field conditions allow access (see Part IV.D.).
 - c. Surface waters, including drainage ditches and conveyance systems, must be inspected for evidence of sediment being deposited by erosion. The Permittee(s) must remove all deltas and sediment deposited in surface waters, including drainage ways, catch basins, and other drainage systems, and restabilize the areas where sediment removal results in exposed soil. The removal and stabilization must take place within seven (7) days of discovery unless precluded by legal, regulatory, or physical access constraints. The Permittee shall use all reasonable efforts to obtain access. If precluded, removal and stabilization must take place within seven (7) calendar days of obtaining access. The Permittee is responsible for contacting all local, regional, state and federal authorities and receiving any applicable permits, prior to conducting any work.
 - d. Construction site vehicle exit locations must be inspected for evidence of off-site sediment tracking onto paved surfaces. Tracked sediment must be removed from all off-site paved surfaces, within 24 hours of discovery, or if applicable, within a shorter time to comply with Part IV.C.6.
 - e. The Permittee(s) are responsible for the operation and maintenance of temporary and permanent water quality management BMPs, as well as all erosion prevention and sediment control BMPs, for the duration of the construction work at the site. The

Permittee(s) are responsible until another Permittee has assumed control according to Part II.B.5 over all areas of the site that have not been finally stabilized or the site has undergone final stabilization, and a NOT has been submitted to the MPCA.

- f. If sediment escapes the construction site, off-site accumulations of sediment must be removed in a manner and at a frequency sufficient to minimize off-site impacts (e.g., fugitive sediment in streets could be washed into storm sewers by the next rain and/or pose a safety hazard to users of public streets).
5. All infiltration areas must be inspected to ensure that no sediment from ongoing construction activities is reaching the infiltration area and these areas are protected from compaction due to construction equipment driving across the infiltration area.

F. POLLUTION PREVENTION MANAGEMENT MEASURES

The Permittee(s) shall implement the following pollution prevention management measures on the site:

1. **Solid Waste:** Collected sediment, asphalt and concrete millings, floating debris, paper, plastic, fabric, construction and demolition debris and other wastes must be disposed of properly and must comply with MPCA disposal requirements.
2. **Hazardous Materials:** Oil, gasoline, paint and any hazardous substances must be properly stored, including secondary containment, to prevent spills, leaks or other discharge. Restricted access to storage areas must be provided to prevent vandalism. Storage and disposal of hazardous waste must be in compliance with MPCA regulations.
3. **External washing of trucks and other construction vehicles** must be limited to a defined area of the site. Runoff must be contained and waste properly disposed of. No engine degreasing is allowed on site.

G. FINAL STABILIZATION

The Permittee(s) must ensure **final stabilization** of the site. The Permittee(s) must submit a NOT within 30 days after **final stabilization** is complete, or another owner/operator (Permittee) has assumed control according to Part II.B.5 over all areas of the site that have not undergone **final stabilization**. **Final stabilization** can be achieved in one of the following ways:

1. All soil disturbing activities at the site have been completed and all soils must be **stabilized** by a uniform perennial vegetative cover with a density of 70 percent over the entire pervious surface area, or other equivalent means necessary to prevent soil failure under erosive conditions and;
 - a. All drainage ditches, constructed to drain water from the site after construction is complete, must be **stabilized** to preclude erosion;
 - b. All temporary synthetic, and structural **erosion prevention and sediment control BMPs** (such as silt fence) must be removed as part of the site **final stabilization**; and
 - c. The Permittee(s) must clean out all sediment from conveyances and from temporary sedimentation basins that are to be used as permanent water quality management basins.

Sediment must be stabilized to prevent it from being washed back into the basin, conveyances or drainageways discharging off-site or to surface waters. The cleanout of permanent basins must be sufficient to return the basin to design capacity.

2. For residential construction only, final stabilization has been achieved when temporary erosion protection and down gradient perimeter control for individual lots has been completed and the residence has been transferred to the homeowner. Additionally, the Permittee must distribute the MPCA "homeowner factsheet" to the homeowner to inform the homeowner of the need for, and benefits of, final stabilization.

PART V. GENERAL PROVISIONS

A. APPLICABILITY CRITERIA

1. If the Commissioner determines that storm water discharges associated with a construction activity are contributing to a violation of a water quality standard or would be more appropriately regulated by an individual permit, the Commissioner may require the owner to be covered by an individual storm water discharge permit. The Commissioner may require the owner to develop and implement specific BMPs and monitor the discharge from the site. If applicable, upon issuance of an individual permit, this general permit would no longer apply.
2. If the terms and conditions of this general permit cannot be met, an owner may request an individual permit, in accordance with Minn. R. 7001.

B. RESPONSE

The SWPPP, including all certificates, reports, records, or other information required by this permit, must be made available to federal, state, and local officials within 72 hours upon request for the duration of the permit and for three years following the NOT. This does not include any records after submittal of the NOT.

C. PROHIBITIONS

This permit prohibits discharges of any material other than storm water, and discharges from dewatering or basin draining activities in accordance with Part IV.D.1 and 2. For example, prohibited discharges include but are not limited to vehicle and equipment washing, maintenance spills, wash water, and discharges of oil and other hazardous substances.

D. TRANSFER OF OWNERSHIP OR CONTROL

This permit may not be assigned or transferred by the permit holder except when transfer occurs in accordance with the applicable requirements of Part II.B.5.

E. CIVIL AND CRIMINAL LIABILITY

Nothing in this permit must be construed to relieve the Permittee(s) from civil or criminal penalties for noncompliance with the terms and conditions provided herein. Nothing in this permit must be construed to preclude the initiation of any legal action or relieve the Permittee(s) from any responsibilities, liabilities, or penalties to which the Permittee(s) is or may be subject to under Section 311 of the Act and Minn. Stat. chs. 115 and 116, as amended. The Permittee(s) are not

liable for permit requirements for activities occurring on those portions of a site where another party has submitted a subdivision short form registration as described in Part II, B.5 or a NOT has been issued by the MPCA except for responsibilities listed under Part III.C.5 if applicable.

F. SEVERABILITY

The provisions of this permit are severable. If any provision of this permit, or the application of any provision of this permit to any circumstances, is held invalid, the application of such provision to other circumstances, and the remainder of this permit must not be affected thereby.

G. NPDES/SDS RULE STANDARD CONDITIONS

The Permittee(s) must comply with the provisions of Minn. R. 7001.0150, subp. 3 and 7001.1090, subp. 1.A,B,C,H,I. This permit does not require the submittal of a data monitoring report, except where monitoring is required in Part III.C.5.

H. INSPECTION AND ENTRY

The Permittee(s) must comply with the provisions of 40 CFR 122.41(i), Minn. Stat. Ch. 115.04 and Minn. Stat. Ch. 115B.17. The Permittee(s) shall allow representatives of the MPCA or any member, employee or agent thereof, when authorized by it, upon presentation of credentials, to enter upon any property, public or private, for the purpose of obtaining information or examination of records or conducting surveys or investigations.

APPENDIX A

A. GENERAL REQUIREMENTS

All requirements in this Appendix are in addition to **BMPs** already specified in the permit. Where provisions of Appendix A conflict with requirements elsewhere in the permit, the provisions in Appendix A take precedence. All **BMPs** used to comply with this Appendix must be documented in the SWPPP for the project. If the terms and conditions of this Appendix cannot be met, an individual permit will be required in accordance with Minn. R. ch. 7001.

B. REQUIREMENTS FOR DISCHARGES TO SPECIAL WATERS

Additional **BMPs** together with enhanced runoff controls, are required for discharges to the following special waters (part B.1 through B.8 of Appendix A). The **BMPs** identified for each special water are required for those areas of the project draining to a discharge point on the project that is within 2000 feet of a special water and flows to that special water.

1. **Wilderness areas:** Boundary Waters Canoe Area Wilderness; Voyageurs National Park; Kettle River from the site of the former dam at Sandstone to its confluence with the Saint Croix River; Rum River from Ogechie Lake spillway to the northernmost confluence with Lake Onamia. Discharges to these waters must incorporate the **BMPs** outlined in C.1, C.2, C.3 and C.4 of this appendix.
2. **Mississippi River:** Those portions from Lake Itasca to the southerly boundary of Morrison County that are included in the Mississippi Headwaters Board comprehensive plan dated

February 12, 1981. Discharges to these waters must incorporate the BMPs outlined in C.1, C.2 and C.3 of this appendix.

3. **Scenic or recreational river segments:** Saint Croix river, entire length; Cannon River from northern city limits of Faribault to its confluence with the Mississippi River; North Fork of the Crow River from Lake Koronis outlet to the Meeker-Wright county line; Kettle River from north Pine County line to the site of the former dam at Sandstone; Minnesota River from Lac qui Parle dam to Redwood County state aid highway 11; Mississippi River from county state aid highway 7 bridge in Saint Cloud to northwestern city limits of Anoka; and Rum River from state aid Highway 27 bridge in Onamia to Madison and Rice streets in Anoka. Discharges to these waters must incorporate the BMPs outlined in C.1, C.2 and C.3 of this appendix.
4. **Lake Superior:** (prohibited and restricted) Discharges to Lake Superior must incorporate the BMPs outlined in C.1, C.2 and C.3 of this appendix.
5. **Lake Trout Lakes:** Identified in Minn. R. 7050.0470, including those inside the boundaries of the Boundary Waters Canoe Area Wilderness and Voyageurs National Park. Discharges to these waters must incorporate the BMPs outlined in C.1, C.2, C.3 and C.4 of this appendix.
6. **Trout Lakes:** identified in Minn. R. 6264.0050, subp. 2. Discharges to these waters must incorporate the BMPs outlined in C.1, C.2, C.3, and C.4 of this appendix.
7. **Scientific and natural areas:** Boot Lake, Anoka County; Kettle River in sections 15, 22, 23, T 41 N, R 20, Pine County; Pennington Bog, Beltrami County; Purvis Lake-Ober Foundation, Saint Louis County; Waters within the borders of Itasca Wilderness Sanctuary, Clearwater County; Iron Springs Bog, Clearwater County; Wolsfeld Woods, Hennepin County; Green Water Lake, Becker County; Blackdog Preserve, Dakota County; Prairie Bush Clover, Jackson County; Black Lake Bog, Pine County; Pembina Trail Preserve, Polk County; and Falls Creek, Washington County. Discharges to these waters must incorporate the BMPs outlined in C.1, C.2, C.3 and C.4 of this appendix.
8. **Trout Streams:** listed in Minn. R. 6264.0050, subp. 4. Discharges to these waters must incorporate the BMPs outlined in Appendix A C.1, C.2, C.3, and C.5 of this appendix.

C. ADDITIONAL BMPS FOR SPECIAL WATERS

For the BMPs described in C.2, C.4 and C.5 of this Appendix:

Where the proximity to bedrock precludes the installation of any of the permanent storm water management practices outlined in Appendix A, other treatment such as grassed swales, smaller ponds, or grit chambers is required prior to discharge to surface waters.

For work on road projects where the lack of right of way precludes the installation of any of the permanent storm water management practices outlined in Appendix A, other treatment such as grassed swales, smaller ponds, or grit chambers is required prior to discharge to surface waters.

1. During construction.
 - a. All exposed soil areas with a slope of 3:1 or steeper, that have a continuous positive slope to a special water must have temporary erosion protection or permanent cover within 3 days

after the area is no longer actively being worked. All other slopes that have a continuous positive slope to a special water must have temporary erosion protection or permanent cover within 7 days after the area is no longer actively being worked.

- b. Temporary sediment basin requirements described in Part III.B.1-5 must be used for common drainage locations that serve an area with five (5) or more acres disturbed at one time.
2. Post construction. The water quality volume that must be treated by the project's permanent storm water management system described in Part III.C. shall be one (1) inch of runoff from the new impervious surfaces created by the project.
 3. Buffer zone. An undisturbed buffer zone of not less than 100 linear feet from the special water (not including tributaries) shall be maintained at all times. Exceptions from this requirement for areas, such as water crossings or limited water access, are allowed if the Permittee fully documents in the SWPPP the circumstances and reasons that the buffer encroachment is necessary. All potential water quality, scenic and other environmental impacts of these exceptions must be minimized and documented in the SWPPP for the project.
 4. Enhanced runoff controls. The permanent storm water management system must be designed such that the pre and post project runoff rate and volume from the 1, and 2-year 24-hour precipitation events remains the same.
 5. Temperature Controls. The permanent storm water management system must be designed such that the discharge from the project will minimize any increase in the temperature of trout stream receiving waters resulting from the 1, and 2-year 24-hour precipitation events. This includes all tributaries of designated trout streams within the section that the trout stream is located. Projects that discharge to trout streams must minimize the impact using one or more of the following measures, in order of preference:
 - a. Minimize new impervious surfaces.
 - b. Minimize the discharge from connected impervious surfaces by discharging to vegetated areas, or grass swales, and through the use of other non-structural controls.
 - c. Infiltration or evapotranspiration of runoff in excess of pre-project conditions (up to the 2-year 24-hour precipitation event).
 - d. If ponding is used, the design must include an appropriate combination of measures such as shading, filtered bottom withdrawal, vegetated swale discharges or constructed wetland treatment cells that will limit temperature increases. The pond should be designed to draw down in 24 hours or less.
 - e. Other methods that will minimize any increase in the temperature of the trout stream.

D. REQUIREMENTS FOR DISCHARGING TO WETLANDS

If the project has any storm water discharges with the potential for significant adverse impacts to a wetland (e.g., conversion of a natural wetland to a storm water pond), the Permittee(s) must demonstrate that the wetland mitigative sequence has been followed in accordance with D.1 or D.2 of this appendix.

1. If the potential adverse impacts to a wetland on a specific project site have been addressed by permits or other approvals from an official statewide program (U.S. Army Corps of Engineers 404 program, Minnesota Department of Natural Resources, or the State of Minnesota Wetland

Conservation Act) that are issued specifically for the project and project site, the Permittee may use the permit or other determination issued by these agencies to show that the potential adverse impacts have been addressed. For the purposes of this permit, de minimus actions are determinations by the permitting agency that address the project impacts, whereas a non-jurisdictional determination does not address project impacts.

2. If there are impacts from the project that are not addressed in one of the permits or other determinations discussed in Appendix A, Part D.1 (e.g., permanent inundation or flooding of the wetland, significant degradation of water quality, excavation, filling, draining), the Permittee must minimize all adverse impacts to wetlands by utilizing appropriate measures. Measures used must be based on the nature of the wetland, its vegetative community types and the established hydrology. These measures include in order of preference:
 - a. Avoid all significant adverse impacts to wetlands from the project and post project discharge.
 - b. Minimize any unavoidable impacts from the project and post project discharge.
 - c. Provide compensatory mitigation when the Permittee determines that there is no reasonable and practicable alternative to having a significant adverse impact on a wetland. For compensatory mitigation, wetland restoration or creation shall be of the same type, size and whenever reasonable and practicable in the same watershed as the impacted wetland.

E. DISCHARGES REQUIRING ENVIRONMENTAL REVIEW

This permit does not replace or satisfy any environmental review requirements, including those under the Minnesota Environmental Policy Act (MEPA) or the National Environmental Policy Act (NEPA). The owner must complete any environmental review required by law, including any required Environmental Assessment Work Sheets or Environmental Impact Statements, Federal environmental review, or other required review.

F. DISCHARGES AFFECTING ENDANGERED OR THREATENED SPECIES

This permit does not replace or satisfy any review requirements for Endangered or Threatened species, from new or expanded discharges that adversely impact or contribute to adverse impacts on a listed endangered or threatened species or adversely modify a designated critical habitat. The owner must conduct any required review and coordinate with appropriate agencies for any project with the potential of affecting threatened or endangered species, or their critical habitat.

G. DISCHARGES AFFECTING HISTORIC PLACES OR ARCHEOLOGICAL SITES

This permit does not replace or satisfy any review requirements for Historic Places or Archeological Sites, from new or expanded discharges which adversely affect properties listed or eligible for listing in the National Register of Historic Places or affecting known or discovered Archeological Sites. The owner must be in compliance with National Historic Preservation Act and conduct all required review and coordination related to historic preservation, including significant anthropological sites and any burial sites, with the Minnesota Historic Preservation Officer.

APPENDIX B. DEFINITIONS

1. "Best Management Practices (BMPs)" means erosion and sediment control and water quality management practices that are the most effective and practicable means of controlling, preventing, and minimizing degradation of surface water, including avoidance of impacts, construction-phasing, minimizing the length of time soil areas are exposed, prohibitions, and other management practices published by state or designated area-wide planning agencies.

Individual BMPs found in this permit are described in the current version of Protecting Water Quality in Urban Areas, Minnesota Pollution Control Agency 2000. BMPs must be adapted to the site and can be adopted from other sources. However, they must be similar in purpose and at least as effective and stringent as MPCA's BMPs. (Other sources include manufacturers specifications, Storm Water Management for Construction Activities: Developing Pollution Prevention Plans and Best Management Practices, U.S. Environmental Protection Agency 1992, and Erosion Control Design Manual, Minnesota Department of Transportation, et al, 1993).

2. "Commissioner" means the Commissioner of the Minnesota Pollution Control Agency or the Commissioner's designee.
3. "Common Plan of Development or Sale" means a contiguous area where multiple separate and distinct land disturbing activities may be taking place at different times, on different schedules, but under one proposed plan. One plan is broadly defined to include design, permit application, advertisement or physical demarcation indicating that land-disturbing activities may occur.
4. "Construction Activity" For this permit, construction activity includes construction activity as defined in 40 C.F.R. part 122.26(b)(14)(x) and small construction activity as defined in 40 C.F.R. part 122.26(b)(15). This includes a disturbance to the land that results in a change in the topography, existing soil cover (both vegetative and non-vegetative), or the existing soil topography that may result in accelerated storm water runoff, leading to soil erosion and movement of sediment into surface waters or drainage systems. Examples of construction activity may include clearing, grading, filling and excavating. Construction activity includes the disturbance of less than one acre of total land area that is a part of a larger common plan of development or sale if the larger common plan will ultimately disturb one (1) acre or more.
5. "Dewatering" means the removal of water for construction activity. It can be a discharge of appropriated surface or groundwater to dry and/or solidify a construction site. It may require Minnesota Department of Natural Resources permits to be appropriated and if contaminated may require other MPCA permits to be discharged.
6. "Energy Dissipation" means methods employed at pipe outlets to prevent erosion. Examples include, but are not limited to: concrete aprons, riprap, splash pads, and gabions that are designed to prevent erosion.
7. "Erosion Prevention" means measures employed to prevent erosion including but not limited to: soil stabilization practices, limited grading, mulch, temporary or permanent cover, and construction phasing.
8. "Final Stabilization" means that either:
 - a. All soil disturbing activities at the site have been completed and a uniform (e.g., evenly distributed, without large bare areas) perennial vegetative cover with a density of 70% of the

native background vegetative cover for the area has been established on all unpaved areas and areas not covered by permanent structures, or equivalent permanent stabilization measures (such as the use of riprap, gabions, or geotextiles) have been employed;

- b. For individual lots in residential construction by either: (a) The homebuilder completing final stabilization as specified above, or (b) the homebuilder establishing temporary stabilization including perimeter controls for an individual lot prior to occupation of the home by the homeowner and informing the homeowner of the need for, and benefits of, final stabilization. (Homeowners typically have an incentive to put in the landscaping functionally equivalent to final stabilization as quick as possible to keep mud out of their homes and off sidewalks and driveways.); or
 - c. For construction projects on land used for agricultural purposes (e.g., pipelines across crop or range land) final stabilization may be accomplished by returning the disturbed land to its preconstruction agricultural use. Areas disturbed that were not previously used for agricultural activities, such as buffer strips immediately adjacent to surface waters and drainage systems, and areas which are not being returned to their preconstruction agricultural use must meet the final stabilization criteria in (a) or (b) above.
9. "General Contractor" means the party who signs the construction contract with the owner to construct the project described in the final plans and specifications. Where the construction project involves more than one contractor, the general contractor will be the party responsible for managing the project on behalf of the owner. In some cases, the owner may be the general contractor. In these cases, the owner may contract an individual as the operator who would become the Co-Permittee.
10. "Homeowner Factsheet" means a fact sheet developed by the MPCA to be given to homeowners at the time of sale by a builder to inform the homeowner of the need for, and benefits of, final stabilization.
11. "Impervious Surface" means a constructed hard surface that either prevents or retards the entry of water into the soil and causes water to run off the surface in greater quantities and at an increased rate of flow than prior to development. Examples include rooftops, sidewalks, patios, driveways, parking lots, storage areas, and concrete, asphalt, or gravel roads.
12. "National Pollutant Discharge Elimination System (NPDES)" means the program for issuing, modifying, revoking, reissuing, terminating, monitoring, and enforcing permits under the Clean Water Act (Sections 301, 318, 402, and 405) and United States Code of Federal Regulations Title 33, Sections 1317, 1328, 1342, and 1345..
13. "Normal Wetted Perimeter" means the area of a conveyance, such as a ditch, channel, or pipe that is in contact with water during flow events that are expected to occur once every year.
14. "Notice of Termination" means notice to terminate coverage under this permit after construction is complete, the site has undergone final stabilization, and maintenance agreements for all permanent facilities have been established, in accordance with all applicable conditions of this permit. Notice of Termination forms are available from the MPCA.
15. "Operator" means the person (usually the general contractor), designated by the owner, who has day to day operational control and/or the ability to modify project plans and specifications related to

the SWPPP. The person must be knowledgeable in those areas of the permit for which the operator is responsible, (Part II.B. and Part IV.) and must perform those responsibilities in a workmanlike manner.

16. "Owner" means the person or party possessing the title of the land on which the construction activities will occur; or if the construction activity is for a lease holder, the party or individual identified as the lease holder; or the contracting government agency responsible for the construction activity.
17. "Permanent Cover" means final stabilization. Examples include grass, gravel, asphalt, and concrete.
18. "Permittee" means a person or persons, firm, or governmental agency or other institution that signs the application submitted to the MPCA and is responsible for compliance with the terms and conditions of this permit.
19. "Saturated Soil" means the highest seasonal elevation in the soil that is in a reduced chemical state because of soil voids being filled with water. Saturated soil is evidenced by the presence of redoximorphic features or other information.
20. "Sediment Control" means methods employed to prevent sediment from leaving the site. Sediment control practices include silt fences, sediment traps, earth dikes, drainage swales, check dams, subsurface drains, pipe slope drains, storm drain inlet protection, and temporary or permanent sedimentation basins.
21. "Small Construction Activity" means small construction activity as defined in 40 C.F.R. part 122.26(b)(15). Small construction activities include clearing, grading and excavating that result in land disturbance of equal to or greater than one acre and less than five acres. Small construction activity includes the disturbance of less than one (1) acre of total land area that is part of a larger common plan of development or sale if the larger common plan will ultimately disturb equal to or greater than one and less than five (5) acres.
22. "Stabilized" means the exposed ground surface has been covered by appropriate materials such as mulch, staked sod, riprap, wood fiber blanket, or other material that prevents erosion from occurring. Grass seeding is not stabilization.
23. "Standard Plates" means general drawings having or showing similar characteristics or qualities that are representative of a construction practice or activity.
24. "Storm water" is defined under Minn. R. 7077.0105, subp. 41(b), and includes precipitation runoff, storm water runoff, snow melt runoff, and any other surface runoff and drainage.
25. "Storm Water Pollution Prevention Plan" means a plan for storm water discharge that includes erosion prevention measures and sediment controls that, when implemented, will decrease soil erosion on a parcel of land and decrease off-site nonpoint pollution.
26. "Surface Water or Waters" means all streams, lakes, ponds, marshes, wetlands, reservoirs, springs, rivers, drainage systems, waterways, watercourses, and irrigation systems whether natural or artificial, public or private.

27. "Temporary Erosion Protection" means methods employed to prevent erosion. Examples of temporary cover include; straw, wood fiber blanket, wood chips, and erosion netting.
28. "Underground Waters" means water contained below the surface of the earth in the saturated zone including, without limitation, all waters whether under confined, unconfined, or perched conditions, in near surface unconsolidated sediment or regolith, or in rock formations deeper underground. The term ground water shall be synonymous with underground water.
29. "Waters of the State" (as defined in Minn. Stat. § 115.01, subd. 22) means all streams, lakes, ponds, marshes, watercourses, waterways, wells, springs, reservoirs, aquifers, irrigation systems, drainage systems and all other bodies or accumulations of water, surface or underground, natural or artificial, public or private, which are contained within, flow through, or border upon the state or any portion thereof.
30. "Water Quality Volume" means ½ inch of runoff from the new impervious surfaces created by this project and is the volume of water to be treated in the permanent storm water management system, as required by this permit except as provided in Appendix A.C.2.
31. "Wetland" or "Wetlands" is defined in Minn. R. 7050.0130, subp. F and includes those areas that are inundated or saturated by surface water or groundwater at a frequency and duration sufficient to support, and that under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soil conditions. Wetlands generally include swamps, marshes, bogs, and similar areas. Constructed wetlands designed for wastewater treatment are not waters of the state. Wetlands must have the following attributes:
- a. A predominance of hydric soils;
 - b. Inundated or saturated by surface water or groundwater at a frequency and duration sufficient to support a prevalence of hydrophytic vegetation typically adapted for life in a saturated soil condition; and
 - c. Under normal circumstances support a prevalence of such vegetation.