



**STORMWATER
MANAGEMENT**



STORMWATER MANAGEMENT PROGRAM



**City of Jacksonville, Alabama
Phase II Small MS4
ADEM NPDES Permit No. ALR040051**



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December 2016

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1. INTRODUCTION

This Stormwater Management Program (SWMP) is required by Part III of the Alabama Department of Environmental Management (ADEM) National Pollutant Discharge Elimination System (NPDES) Permit No. ALR040051 for stormwater discharges from regulated small municipal separate storm sewer systems (MS4).

1.1 Permit and Program History

The Stormwater Phase II Final Rule issued by the United States Environmental Protection Agency (USEPA) in 1999 requires nationwide coverage of all operators of small MS4s located within the boundaries of an “urbanized area” as defined by the latest decennial Census. Based on the results of the 2010 census, the Bureau of the Census designated the entities listed in Section 1 as the Anniston, Alabama Urbanized Area. The urbanized area incorporates approximately 87 square miles. A map outlining the approximate boundary of the Anniston-Oxford, Alabama Urbanized Area is included in **Appendix A**.

The urbanized area initially applied for and received an ADEM NPDES General Permit from the ADEM in 2003. The ADEM NPDES General Permit No. ALR040004 was issued to the urbanized area with an effective date of March 10, 2003. The five-year permit expired on March 9, 2008. A Notice of Intent for renewal of the permit was submitted prior to its expiration and permit coverage was extended through re-issuance of the ADEM NPDES General Permit No. ALR040004 with an effective date of February 1, 2011. The permit was modified on February 24, 2012 and expired on January 31, 2016.

From 2003 to 2013, the City of Jacksonville, along with other co-permittees, relied on the Calhoun County Commission to implement the stormwater management program and prepare annual reports for compliance with the ADEM NPDES General Permit No. ALR040004. On October 29, 2013, the ADEM issued a Notice of Violation (NOV) to the City of Jacksonville citing deficiencies in their implementation of the permit requirements. Following receipt of the NOV, the City of Jacksonville chose to prepare and implement a stormwater management program independent of the other co-permittees.

On November 19, 2013, the City of Jacksonville acquired the services of S&ME Inc. to prepare a SWMP that was specifically for the City. The SWMP was submitted to the ADEM and was received on February 27, 2014. The SWMP was prepared in accordance with the ADEM NPDES General Permit No. ALR040004 which had an effective date of February 1, 2011 and an expiration date of January 31, 2016. S&ME Inc. also assisted the City with the implementation of the SWMP and prepared annual reports for the reporting periods of April 1, 2013 to March 31, 2014 and April 1, 2014 to March 31, 2015.

From April 1, 2015 to present the City of Jacksonville’s Planning, Development & Stormwater Director has been responsible for the coordination and implementation of the SWMP and preparation of the annual reports.

On September 14, 2016 the ADEM mailed and emailed the City of Jacksonville a new ADEM NPDES Permit No. ALR040051. This permit has an effective date of October 1, 2016 and an expiration date of September 30, 2021. Due to requirements set-forth in the new ADEM NPDES Permit No, ALR040051,

an updated SWMP is due by January 1, 2017. A copy of the coverage authorization letter and ADEM NPDES Permit No. ALR040051 is included in **Appendix B**.

1.2 Jacksonville MS4 Area

The City of Jacksonville Municipal Separate Storm Sewer System (Jacksonville MS4) is defined as the area within the city limits that also lies within the Anniston-Oxford, AL Urbanized Area boundary, excluding any Jacksonville State University property (NPDES No. ALR040064) that lies within this area. The Jacksonville MS4 (including Jacksonville State University property) comprises approximately 7.3 square miles (4,672 acres) of the Anniston-Oxford, Alabama Urbanized Area. NOTE: Due to ongoing and unknown property transactions by Jacksonville State University, it is impossible for the City to verify all Jacksonville State University property in order to exclude it from the overall Jacksonville MS4 size and boundary. Also, all Alabama Department of Transportation (ALDOT) right-of-way within the Jacksonville MS4 is a separate ALDOT MS4, however it has not been excluded.

According to the 2010 Census, the City of Jacksonville has a total population of 12,548, approximately 97% of which live within the designated urbanized area boundary.

1.3 Hydrologic Units in the MS4 Area

Tallasseehatchee Creek is the primary receiving water for the Jacksonville MS4. Tallasseehatchee Creek eventually flows into Ohatchee Creek, 0.48 mile from where Ohatchee Creek enters the Coosa River. Approximately 1.7 square miles of the Jacksonville MS4 discharge to Little Tallasseehatchee Creek. The remaining 5.6 square miles discharge to Tallasseehatchee Creek.

Table 1. Hydrologic Hierarchy

REGION	03	South Atlantic-Gulf
SUBREGION	0315	Alabama River Basin
BASIN	031501	Coosa-Tallapoosa: Above the confluence of and including the Coosa and Tallapoosa River Basins
SUBBASIN	03150106	Middle Coosa

Table 2. Watersheds in the MS4 Area

WATERSHED	HUC
Tallasseehatchee Creek	03150106-04

Table 3. Subwatersheds in the MS4 Area

SUBWATERSHED	HUC	TOTAL SUBWATERSHED SQ. MILES (ACRES)±	MS4 AREA IN SUBWATERSHED SQ. MILES (ACRES)±
Little Tallasseehatchee Creek	03150106-04-01	22.9 (14,656)	1.7 (1,088)
Flat Tire Creek - Tallasseehatchee Creek	03150106-04-02	43.3 (27,712)	5.6 (3,584)

1.4 Water Quality Concerns

Section 303(d) of the Clean Water Act (CWA), as amended by the Water Quality Act of 1987, and the USEPA Water Quality Planning and Management Regulations (40CFR130) require states to identify waterbodies not in compliance with the water quality standards applicable to their designated use

classifications. Section 303(d) then requires that total maximum daily loads (TMDLs) be determined for all pollutants causing violation of applicable water quality standards in each identified segment.

There are no 303(d) listed or TMDL waters located within the City's MS4 area as per the 2016 Alabama 303(d) list (dated: September 6, 2016).

1.5 Responsible Party

The Planning, Development & Stormwater Director is responsible for the coordination and implementation of all components of the Stormwater Management Program. The Mayor is responsible for all signatory requirements for all notices of intent, reports, certifications, or other information submitted to the ADEM.

1.6 Annual Review

The Stormwater Management Program will be reviewed by the City's Planning, Development & Stormwater Director as needed during the reporting period and at minimum annually to verify compliance with the current ADEM NPDES Permit No. ALR040051 and to ensure implementation of the SWMP on any new areas added to the MS4 as soon as practical, but not later than one (1) year from addition of the new areas.

1.7 Updates to the SWMP

The Stormwater Management Program will be updated as deemed necessary by the City's Planning, Development & Stormwater Director to maintain compliance with the ADEM NPDES Permit No. ALR040051. Any modifications will be submitted to the ADEM at the time a modification is made for the ADEM review. Modifications made to the SWMP may include, but are not limited to, the replacement of ineffective or infeasible BMPs or the addition of components, controls and requirements.

See **Appendix G** for the SWMP Update Log.

1.8 SWMP Components

Part III.A of the ADEM NPDES Permit No. ALR040051 requires that the City develop, revise, implement, maintain, and enforce a stormwater management program which shall include controls necessary to reduce the discharge of pollutants from its MS4 consistent with section 402(p)(3)(B) of the Clean Water Act and 40 CFR parts 122.30-122.37. These requirements shall be met by the development and implementation of a Stormwater Management Program (SWMP) which address the best management practices (BMPs), control techniques and systems, design and engineering methods, public participation and education, monitoring, and other appropriate provisions designed to reduce the discharge of pollutants from the MS4 to the maximum extent practicable (MEP).

The City shall provide and maintain adequate finance, staff, equipment, and support capabilities necessary to implement the SWMP and comply with the requirements of the ADEM NPDES Permit No. ALR040051.

Part III.B of the ADEM NPDES Permit No. ALR040051 requires that the SWMP address the following five minimum stormwater control measures:

1. Public Education and Public Involvement on Stormwater Impacts
2. Illicit Discharge Detection and Elimination (IDDE) Program

3. Construction Site Stormwater Run-off Control
4. Post-Construction Stormwater Management in New Development and Redevelopment
5. Pollution Prevention/Good Housekeeping for Municipal Operations

The five minimum stormwater control measures are outlined in the following sections and should be implemented by the effective date of the ADEM NPDES Permit No. ALR040051.

2. MONITORING, REPORTING, AND RECORDKEEPING

The ADEM NPDES Permit No. ALR040051 outlines requirements for monitoring and reporting in Part V, annual reporting requirements in Part VI, and retention of records in Part VII. T.

2.1 Monitoring

- A) As per the 2016 Alabama 303(d) list (dated: September 6, 2016), there are no 303(d) listed or TMDL waters located within the City's MS4 boundary. No monitoring is required.
- B) If a waterbody within the MS4 area is listed on a later version of the 303(d) list, or otherwise designated impaired by the ADEM, or which a TMDL is approved or established by the EPA, during the ADEM NPDES Permit No. ALR040051 cycle, then the City must implement a monitoring program within 6 months. This will include revisions to the SWMP in regard to monitoring, collection of samples, analysis, and reporting.

2.2 Annual Reporting

- A) The annual report (1 hardcopy and 1 electronic copy) is due to the ADEM no later than May 31 of each year. The annual report shall cover the previous April 1 to March 31.
- B) On or after December 21, 2020, all annual reports shall be submitted to the ADEM electronically in a prescribed manner acceptable to the ADEM.
- C) The annual report shall be certified and signed in accordance with the ADEM NPDES Permit No. ALR040051 Part VII. G.
- D) In accordance with the ADEM NPDES Permit No. ALR040051 Part VI, the annual report shall include the following at a minimum, in addition to those requirements referenced in Part III-V:
 1. A list of contacts and responsible parties (e.g.: agency, name, phone number, address, & email address) who had input to and are responsible for the preparation of the annual report;
 2. Overall evaluation of the Stormwater Management Program developments and progress for the following:
 - a. Major accomplishments;
 - b. Overall program strengths/weaknesses;
 - c. Future direction of the program;
 - d. Overall determination of the effectiveness of the SWMP taking into account water quality/watershed improvements;
 - e. Measureable goals that were not performed and reasons why the goals were not accomplished; and
 - f. If monitoring is required, evaluation of the monitoring data.

3. Narrative report of all minimum stormwater control measures referenced in Part III.B of this permit. The activities shall be discussed as follows:
 - a. Minimum control measures completed and in progress;
 - b. Assessment of the controls; and
 - c. Discussion of proposed BMP revisions or any identified measurable goals that apply to the minimum stormwater control measures.
4. Summary table of the stormwater controls that are planned/scheduled for the next reporting cycle;
5. Results of information collected and analyzed, if any, during the reporting period, including any monitoring data used to assess the success of the program at reducing the discharge of pollutants to the MEP.
6. Notice of reliance on another entity to satisfy some of your permit obligations; and
7. If monitoring is required, all monitoring results collected during the previous year in accordance with Part V, if applicable. The monitoring results shall be submitted in a format acceptable to the ADEM.

2.3 Recordkeeping

- A) The Stormwater Management Program developed in accordance with ADEM NPDES Permit No. ALR040051 Part III-V shall be retained until at least five years after coverage until the permit terminates.
- B) Samples and measurements taken for the purpose of monitoring (if required) shall be representative of the monitored activity.
- C) Records must be maintained and will be made available for examination. Records will be retained for a minimum period of at least three (3) years from the data of the sample, measurement, report, or application or for the term of the ADEM NPDES Permit No. ALR040051, whichever is longer. This period may be extended at the request of the ADEM Director at any time.

The following is a list of records to be retained:

- Copies of all reports required by the permit
- Copies of monitoring reports, calibration and maintenance records, chart recordings
- Copy of the ADEM NPDES Permit
- Copy of the Notice of Intent

3. PUBLIC EDUCATION AND PUBLIC INVOLVEMENT ON STORMWATER IMPACTS

3.1 Rationale Statement

The City's control measure for Public Education and Public Involvement on stormwater impacts will provide a comprehensive and effective program with the intent to:

- (1) Generate awareness of stormwater pollution prevention by educating the target audiences about the impacts of stormwater discharges on local waterways;
- (2) Change the target audience's behavior patterns through education and encouragement of active involvement in stormwater pollution prevention; and,

- (3) Inform the target audience of steps they can be taken to reduce pollutants in stormwater run-off to the maximum extent practicable (MEP).

3.2 Target Audiences

The target audiences and subject areas for the public education and public involvement on stormwater impacts control measure that are likely to have significant stormwater impacts should include, but are not limited to, the following:

1. General Public

- a. General impacts litter has on water bodies, how trash is delivered to streams via the MS4 and ways to reduce the litter;
- b. General impacts of stormwater flows into surface water from impervious surface; and
- c. Source control BMPs in areas of pet waste, vehicle maintenance, landscaping and rain water reuse.

2. General Public, Businesses, Including Home-Based and Mobile Businesses

- a. BMPs for use and storage of automotive chemicals, hazardous cleaning supplies, carwash soaps and other hazardous materials; and
- b. Impacts of illicit discharges and how to report them.

3. Homeowners, Landscapers, and Property Managers

- a. Yard care techniques that protect water quality;
- b. BMPs for use and storage of pesticides and fertilizers;
- c. BMPs for carpet cleaning and auto repair and maintenance;
- d. Run-off reduction techniques, which may include but not limited to site design, pervious paving, retention of forests, and mature trees; and
- e. Storm water pond maintenance.

4. Engineers, Contractors, Developers, Review Staff and Land Use Planners

- a. Technical standards for construction site sediment and erosion control;
- b. Stormwater treatment and flow control BMPs;
- c. Impacts of increased storm water flows into receiving water bodies; and
- d. Run-off reduction techniques and low impact development (LID)/green infrastructure practices (GIP) that may include, but not limited to, site design, pervious pavement, alternative parking lot design, retention of forests and mature trees to assist in stormwater treatment and flow control BMPs.

3.3 Public Education and Public Involvement Strategies

The City will implement the following strategies that will inform, involve, and educate the target audiences about the reduction of stormwater pollution and the ways to become involved in the Stormwater Management Program. To evaluate the success of this control measure and aid in preparing the required annual report, evaluation criteria have been established for each strategy.

Strategy No. 1. Seek and Consider Public Input

The City will seek and consider public input in the development, modification, and implementation of the Stormwater Management Program. Activities may include, but are not limited to:

- Complying with applicable local and state public notice requirements.
- Providing the public with the name and contact information of the City's stormwater management staff via the City's website, educational materials, and related documents.

- Providing the public with notices in regard to the availability of the Stormwater Management Program document, annual reports, and updates via the City’s website, announcements at public meetings, and posting on community bulletin boards.
- Providing the public with the ability to review, comment, and ask questions about the Stormwater Management Program and annual reports by meeting with individuals on a one-to-one basis or with groups at public meetings.
- Providing a reporting and tracking system as part of the Illicit Discharge Detection and Elimination Program for the public regarding non-compliant construction sites, illicit discharges (including spills and illegal dumping), impaired waterways, and violations or ordinances related to stormwater pollution. The public can contact City Hall to report an issue. The public may file an anonymous complaint or fill-out a Complaint Form that is located in **Appendix E**.

Evaluation Criteria: The City will evaluate the activities for seeking and considering the public’s input throughout the reporting period. The annual report will indicate the implementation status for the current reporting period and provide supporting documentation, and will indicate the proposed efforts for the following reporting period.

Strategy No. 2. Identify and Address Targeted Pollutants

The City will identify targeted pollutants such as, litter, floatables, debris, silt, and sediment and will address ways to reduce the amount of these pollutants from entering the MS4. Activities may include, but are not limited to:

- Performing an annual stream walking program of an average of one-half mile per month of waterways within the MS4 to identify problem areas with pollutants and the potential sources.
- Inspecting the designated 37 outfalls, by conducting dry-weather monitoring to determine the type and amount of pollutants located at each outfall.
- Investigating any potential sources of pollutants, documenting the sources with photographs, contacting the responsible person about the pollutant, and provide suggestions for corrective actions.
- Creating and enforcing local ordinances in regard to prohibiting littering and illegal dumping.
- Installing signs at select locations that reference local and state codes that prohibit littering and illegal dumping.

Evaluation Criteria: The City will evaluate the activities for identifying and addressing targeted pollutants throughout the reporting period. The annual report will indicate the implementation status for the current reporting period and provide supporting documentation, and will indicate the proposed efforts for the following reporting period.

Strategy No. 3. Distribution of Stormwater Educational Material

The City will develop and distribute stormwater educational materials to various public locations (e.g., the public library, city hall, community center, schools, civic

groups, and commercial businesses) and community events. Educational materials may include the following topics, but are not limited to:

- Introducing the MS4 to the general public
- Discussing the stormwater cycle and how common contaminants enter the stormwater system
- Educating households and businesses about proper and improper use, storage, and disposal of common household chemicals such as herbicides, pesticides, and fertilizers
- Explaining how the improper use of chemicals can impact stormwater quality
- Explaining what individual households and businesses can do to reduce stormwater pollutants
- Providing information on additional resources pertaining to stormwater and stormwater pollution.
- Providing information on stormwater contacts within the City of Jacksonville and information on reporting potential stormwater violations.
- Providing information about standards the City has adopted for stormwater design, best management practices (BMPs), low impact development (LID), and green infrastructure practice (GIP).

Evaluation Criteria: The City will evaluate the educational materials provided throughout the reporting period. The annual report will indicate the implementation status and provide supporting documentation containing the educational materials. The annual report will also indicate the proposed efforts for the following reporting period.

Strategy No. 4. Municipal Drop-Off Day

The City will establish and advertise at least one municipal drop-off day during the reporting period for the community to dispose of electronics, used oil, paint, antifreeze, and pesticides at a central location. The City will distribute educational materials to participants on how stormwater can be impacted by improper use, storage, and disposal of various types of materials.

Evaluation Criteria: The City will evaluate the success of the event(s) during the reporting period. The annual report will indicate the dates and times, the approximate number of participants, the variety and amount of materials dropped off, and provide supporting documentation containing advertisements and photos. The annual report will also indicate the proposed efforts for the following reporting period.

Strategy No. 5. Municipal Clean-Up Day

The City will establish and advertise at least one municipal clean-up day during the reporting period for volunteers in the community to pick up litter, floatables, and debris from selected areas in the City, such as, rights-of-way, ditches, waterways, and public properties. The City will provide a central location for materials to be dropped off. The City will distribute educational materials.

Evaluation Criteria: The City will evaluate the success of the event(s) during the reporting period. The annual report will indicate the dates and times, the approximate number of volunteers, the variety and amount of materials cleaned up, and provide supporting documentation containing advertisements and photos. The annual report will also indicate the proposed efforts for the following reporting period.

Strategy No. 6. Storm Drain Marking Program

The City will partner with individuals and/or civic organizations to implement a storm drain marking program to label storm drains with a 'no dumping' message.

Educational materials may be distributed to homeowners and businesses located in the area at the time the storm drain placards are installed. Educational materials may include, but are not limited to:

- Explanations of what individual households and businesses can do to reduce stormwater pollutants.
- Information on additional resources pertaining to stormwater and stormwater pollution.
- Information on stormwater contacts within the City of Jacksonville and information on reporting potential stormwater violations.

Evaluation Criteria: The City will evaluate the success of the program during the reporting period. The annual report will indicate the number of storm drains labeled during the current reporting period, the total number of storm drains labeled to date, the approximate number of storm drains remaining to be labeled, and provide supporting documentation containing photos and placard message. The annual report will also indicate the proposed efforts for the following reporting period.

Strategy No. 7. Community Festival or Farmer's Market

The City's stormwater management staff will attend at least one community festival or farmer's market to distribute educational materials. Educational materials and/or displays may include the following topics, but are not limited to:

- Introducing the MS4 to the general public
- Discussing the stormwater cycle and how common contaminants enter the stormwater system
- Educating households and businesses about proper and improper use, storage, and disposal of common household chemicals such as herbicides, pesticides, and fertilizers
- Explaining how the improper use of chemicals can impact stormwater quality
- Explaining what individual households and businesses can do to reduce stormwater pollutants
- Providing information on additional resources pertaining to stormwater and stormwater pollution.
- Providing information on stormwater contacts within the City of Jacksonville and information on reporting potential stormwater violations.

- Providing information about standards the City has adopted for stormwater design, best management practices (BMPs), low impact development (LID), and green infrastructure practice (GIP).

Evaluation Criteria: The City will evaluate the success of the event(s) during the reporting period. The annual report will indicate the date and times, the approximate number of people contacted, and provide supporting documentation containing photos. The annual report will also indicate the proposed efforts for the following reporting period.

Strategy No. 8. Curbside Recycling Program

The City currently has a City-wide curbside recycling program. The City will advertise the program and encourage citizens to participate. The City will provide containers and will be responsible for picking up the recycling materials and disposing of them in the appropriate manner.

Evaluation Criteria: The City will evaluate the success of the program during the reporting period. The annual report will indicate the schedule, the approximate number of participants, the variety and amounts of recyclables picked up and provide supporting documentation containing advertisements and photos. The annual report will also indicate the proposed efforts for the following reporting period.

Strategy No. 9. Community Arbor Day Celebration

The City will establish and advertise an annual community Arbor Day celebration where the City will promote and encourage the community to make the world cleaner and greener by planting trees.

Evaluation Criteria: The City will evaluate the success of the celebration during the reporting period. The annual report will indicate the date and time, the approximate number of participants, the approximate number of trees given away to be planted, and provide supporting documentation containing advertisements and photos. The annual report will also indicate the proposed efforts for the following reporting period.

4. ILLICIT DISCHARGE DETECTION AND ELIMINATION (IDDE) PROGRAM

4.1 Rationale Statement

The City’s control measure for Illicit Discharge Detection and Elimination (IDDE) Program will provide a comprehensive and effective program with the intent to:

1. Locate illicit discharges and connections to the City’s MS4.
2. Identify and investigate the source of the discharge and/or connection, and responsible party.
3. Correct or eliminate the discharge of pollution to the City’s MS4.

A summary of strategies that the City will implement as part of the IDDE stormwater control measure is provided in the following sections. The City’s IDDE Program document is included in **Appendix C**. To

evaluate the success of the strategies and aid in preparing the required annual report, evaluation criteria have been established for each strategy.

4.2 Target Audiences

The target audiences and subject areas for the IDDE Program control measure that are likely to have significant stormwater impacts should include, but are not limited to the following:

1. **Municipal Employees**
 - a. Primarily responsible for identifying and reporting illicit discharges
 - b. Responsible for preventing illicit discharges associated with municipal operations
2. **General Public** (homeowners and citizens)
 - a. Potential contributors of illicit discharges from activities such as dumping paint, motor oil, or other chemicals into a storm drain.
 - b. Encouraged to report potential illicit discharges
3. **Engineers, Contractors, and Developers**
 - a. Potential contributors of illicit discharges through project design and oversight, through dumping of paint, concrete, washout water, oil, gas, other chemicals, or construction site silt and sediments into the stormwater system.
4. **Businesses, including home-based and mobile**
 - a. Potential contributors of illicit discharges through unpermitted or facilities
 - b. Potential contributors of illicit discharges through improper facility operations or lack of best management practices

4.3 Identifying Priority Areas

Strategy No. 1. Illicit Discharge Potential (IDP) Assessment

The City will identify priority areas within the MS4, which are those areas more likely to have illicit discharges. Typically, illicit discharges are not uniformly distributed across a community. Instead, illicit discharges are generally clustered within areas defined by characteristics such as land use or infrastructure age. The process to identify priority areas by performing the IDP Assessment is detailed in Section 3 of the IDDE Program document located in **Appendix C**.

Evaluation Criteria: The City will perform the illicit discharge potential (IDP) calculations for each subwatershed within the MS4 area prior to the start of the next reporting period. The annual report will include the IDP worksheets and the subwatershed IDP Rating Map. The annual report will also indicate the proposed efforts for the following reporting period. The City will report subwatersheds that are newly listed or de-listed from the previous reporting period.

4.4 Field Assessment Activities

The City of Jacksonville will conduct field assessment activities for the purpose of evaluate existing outfall locations, identifying previously unknown outfalls, and locating, identifying, and correcting illicit discharges to the MS4.

Strategy No. 2. Outfall Verification

The City will evaluate the existing outfalls identified during the previous reporting period. There are currently 37 outfalls identified on the City's GIS database. The City will add previously unknown outfalls as the GIS mapping is updated with new or

revised data. The field assessment activities are detailed in Section 4 of the IDDE Program located in **Appendix C**.

Evaluation Criteria: The City will perform dry-weather monitoring to evaluate all existing outfalls, and will identify any previously unknown outfalls during the reporting period. The annual report will indicate the number of existing outfalls evaluated, the number of previously unknown outfalls identified, and provide supporting documentation containing Dry-Weather Monitoring Reports for each. The annual report will also indicate the proposed efforts for the following reporting period.

Strategy No. 3. Outfall Identification

The City will implement a stream-walking program designed to identify previously unknown outfalls to the MS4. There are three main waterbodies that leave the MS4 area, with an estimated total of approximately 23 miles of stream length within the city limits. The City plans to complete an average of one-half mile of stream inventory within the MS4 area per month during the reporting period. The process is detailed in Section 4 of the IDDE Program document located in **Appendix C**.

Evaluation Criteria: The City will perform stream-walking to identify previously unknown outfalls to the MS4 during the reporting period. The annual report will indicate the length of streams walked within the MS4 area and provide supporting documentation containing maps that include new outfalls identified. The annual report will also indicate the proposed efforts for the following reporting period

Strategy No. 4. Outfall Inventory

The City will conduct visual inspections (dry-weather monitoring) of all existing outfalls within the City at least once per reporting period during each five-year permit cycle. Outfalls in priority areas will also be visually inspected once per year. The process is detailed in Section 7 of the IDDE Program document located in **Appendix C**.

Evaluation Criteria: The City will perform an outfall inventory of all existing outfalls at least once per reporting period. The annual report will indicate the number of outfalls identified/inspected in priority areas and outside priority areas and will provide supporting documentation containing the Dry-weather Monitoring Reports. The annual report will also indicate the proposed efforts for the following reporting period.

Strategy No. 5. Suspect Discharge Sampling

The City will perform discharge sampling if a discharge has a severity of either odor, color, turbidity, floatables, or if field screening indicates a suspect discharge. Field crews will collect samples for further analysis. The process is detailed in Section 7 of the IDDE Program document located in **Appendix C**. All parameters to be analyzed for are listed on the Dry-weather Monitoring Report located in **Appendix E**.

Evaluation Criteria: The City will perform discharge sampling as specified during the reporting period. The annual report will indicate the number of illicit discharges

identified during the dry-weather monitoring or stream-walking program, suspect illicit discharges, samples collected, and will provide supporting documentation that contains laboratory analysis results for any collected samples, confirmation of suspect illicit discharges, the type of illicit discharge, if a source was determined, and if the source was eliminated. The annual report will also indicate the proposed efforts for the following reporting period.

4.5 IDDE Investigation

Strategy No. 6. Outfall Designation

The City will analyze the data from the Dry-weather Monitoring Report for each outfall and designate the outfall as having obvious, suspect, possible, or unlikely illicit discharge potential. Obvious and suspect illicit discharge potential will be investigated within 5 and 7 days, respectively. Potential illicit discharges will be investigated within 14 days. The process is detailed in Section 7 of the IDDE Program document located in **Appendix C**.

Evaluation Criteria: The City will evaluate the process of designating the illicit discharge potential of each outfall during the reporting period. The annual report will indicate the number of outfalls designated obvious, suspect, possible, or unlikely, the number requiring further investigation, and provide supporting documentation (Dry-Weather Monitoring Reports) containing the outfall designation. The annual report will also indicate the possible efforts for the following reporting period.

Strategy No. 7. Discharge Investigation

Based upon the outfall designation, the City will investigate to confirm the source of illicit discharge problems. The process is detailed in Section 7 of the IDDE Program document located in **Appendix C**.

Evaluation Criteria: The City will evaluate the process of investigating outfalls with illicit discharge potentials of obvious, suspect, and possible during the reporting period. The annual report will indicate the number of illicit discharge investigations and the number of confirmed illicit discharges. The annual report will also indicate the proposed efforts for the following reporting period.

4.6 Corrective Action Record Keeping

Strategy No. 8. Corrective Action Record Keeping

When a suspect illicit discharge or illicit connection is identified, the City will fill out an Illicit Discharge Detection and Elimination Program Case Log detailing pertinent information. Throughout the problem investigation and corrective action activities, all information related to the incident or property in question will be documented in the case log.

Evaluation Criteria: The City will evaluate the process of filling out the pertinent information on the Illicit Discharge Detection and Elimination Program Case Log. The annual report will indicate the number of confirmed illicit discharges or illicit connections, the number of corrected or eliminated illicit discharges or connections, and provide supporting documentation containing a sample IDDE or actual case

logs. The annual report will also indicate the proposed efforts for the following reporting period.

4.7 Storm Sewer System Mapping

Strategy No. 9. Update Storm Sewer GIS Map – Existing Features

The City will update the City's GIS storm sewer map with existing storm sewer features, such as, inlets, pipes, manholes, and junction boxes by using GIS data and field observations. The process is detailed in Section 5 of the IDDE Program document located in **Appendix C**.

Evaluation Criteria: The City will evaluate the process of updating the GIS storm sewer map with existing storm sewer features as they are identified during the reporting period. The annual report will indicate if updates have been made and will provide supporting documentation containing the current version of the GIS storm sewer map. The annual report will also indicate the proposed efforts for the following reporting period.

Strategy No. 10. Update Storm Sewer GIS Map – New Additions

The City will update the City's GIS storm sewer map with new addition of storm sewer features such as, inlets, pipes, manholes, and junction boxes. These new additions will be based upon construction plans and field observations of both public and private projects. The implementation process is detailed in Section 5 of the IDDE Program document located in **Appendix C**.

Evaluation Criteria: The City will evaluate the process of updating the GIS storm sewer map with new addition of storm sewer features as construction plans in electronic format and field observations become available during the reporting period. The annual report will if indicate updates have been made and will provide supporting documentation containing the current version of the GIS storm sewer map. The annual report will also indicate the proposed efforts for the following reporting period.

4.8 Illicit Discharge Ordinance

Strategy No. 11. Evaluate Ordinance

On February 24, 2014, the City adopted Ordinance O-563-14 to create Article IV (Illicit Discharge and Connection Ordinance) in Chapter 12 (Floods) of the Code of Ordinances of the City of Jacksonville, Alabama. A copy of the ordinance is located in **Appendix D**.

Prohibit Illicit Discharges

Section 12-138 of the ordinance prohibits non- stormwater discharges into the storm sewer system, with the exception of those non-storm discharges explicitly exempted in the ordinance. Section 12-138 of the ordinance prohibits illicit connections.

Enforcement

The ordinance provides the City with the ability to perform inspections, trace suspected illicit discharges, require elimination of confirmed illicit discharges, and compel compliance.

Section 12-144 of the ordinance describes the enforcement actions available to the City. Enforcement actions include a warning notice, a notice of violation, suspension of MS4 access, alternative compensatory actions (e.g., storm drain stenciling, attendance at compliance workshops, creek cleanup, etc.), civil penalties, and criminal prosecution.

Evaluation Criteria: The City will evaluate the ordinance on its effectiveness in addressing identified illicit discharges and illicit connections and preventing repeat offenders during the reporting period. The annual report will indicate if changes were deemed necessary. The annual report will also indicate the proposed efforts for the following reporting period.

4.9 Public Education and Public Involvement

Part III.B.2. of the ADEM NPDES Permit No. ALR040051 requires that the City implement an ongoing program to detect and eliminate illicit discharges and illicit connections to the MS4. The City will implement the following strategies that will inform, involve, and educate the target audiences about the reduction of stormwater pollution and the ways to become involved in the Illicit Discharge Detection and Elimination Program. To evaluate the success of these strategies and aid in preparing the required annual report, evaluation criteria have been established.

Strategy No. 12. Distribution of IDDE Educational Materials

The City will develop and distribute educational materials that highlight the identification and reporting of illicit discharges and illicit connections to various public locations (e.g., the public library, city hall, community center, schools, civic groups, and commercial businesses) and community events. Educational materials may include the following topics, but are not limited to:

- Explaining what an illicit discharge is and how it can be detected
- Discussing the stormwater cycle and how common contaminants enter the stormwater system
- Educating households and businesses about proper and improper use, storage, and disposal of common household chemicals such as herbicides, pesticides, and fertilizers and how the improper use of chemicals can impact stormwater quality
- Explaining what individual households and businesses can do to reduce stormwater pollutants
- Providing information on stormwater contacts within the City of Jacksonville and information on reporting potential stormwater violations.

Evaluation Criteria: The City will evaluate the educational materials provided throughout the reporting period. The annual report will indicate the implementation status and provide supporting documentation containing the educational materials.

The annual report will also indicate the proposed efforts for the following reporting period.

Strategy No. 13. Municipal Drop-Off Day

The City will establish and advertise at least one municipal drop-off day during each reporting period for the community to dispose of such items as electronics, used oil, paint, antifreeze, and pesticides. The City will distribute educational materials to the participants on how illicit discharges and illegal dumping can be reduced by the proper use, storage, and disposal of materials that can cause stormwater pollution.

Evaluation Criteria: The City will evaluate the success of the event(s) during the reporting period. The annual report will indicate the dates and times, the approximate number of participants, the variety and amount of materials dropped off, and will provide supporting documentation that contains advertisements and photos. The annual report will also indicate the proposed efforts for the following reporting period.

Strategy No. 14. Storm Drain Marking Program

The City will partner with individuals and/or civic organizations to implement a storm drain marking program to label storm drains with a 'no dumping' message. Educational materials may be distributed to homeowners and businesses located in the area at the time the storm drain placards are installed. Educational materials may include, but are not limited to:

- Explanations of what individual households and businesses can do to reduce stormwater pollutants.
- Information on additional resources pertaining to stormwater and stormwater pollution.
- Information on stormwater contacts within the City of Jacksonville and information on reporting potential stormwater violations.

Evaluation Criteria: The City will evaluate the success of the program during the reporting period. The annual report will indicate the number of storm drains labeled during the current reporting period, the total number of storm drains labeled to date, the approximate number of storm drains remaining to be labeled, and provide supporting documentation containing photos and placard message. The annual report will also indicate the proposed efforts for the following reporting period.

Strategy No. 15. Reporting and Tracking System for Complaints

The City will provide a reporting and tracking system for the public regarding illicit discharges (including spills or illegal dumping), impaired waterways, and violations of ordinances relating to stormwater pollution. The public can contact City Hall to report an issue. The public may file an anonymous complaint or fill out the Complaint Form that is located in **Appendix E**. The City will track the complaint, resolve the complaint, or determine the complaint lacked sufficient information to resolve.

Evaluation Criteria: The City will evaluate the reporting and tracking system during the reporting period. The annual report will indicate the number of complaints received, the number of complaints resolved, and the number of complaints that lacked sufficient information to resolve. The annual report will also indicate the proposed efforts for the following reporting period.

Strategy no. 16. Municipal Training

In conjunction with the training of municipal employees detailed in Section 10.3 of the IDDE Program, municipal employees will be trained in the identification of illicit discharges and in procedures for reporting them within the City organization, as well as the prevention of stormwater pollution at municipal facilities or related to municipal activities. Specific municipal operations such as fueling, vehicle maintenance, vehicle washing, paint and paint waste storage and disposal, and used oil disposal may be addressed.

Evaluation Criteria: The City will evaluate the topics and methods used to train municipal employees during the reporting period. The annual report will indicate if training was conducted and will provide supporting documentation containing training topics and attendance records. The annual report will also indicate the proposed efforts for the following reporting period.

4.10 NPDES Industrial Permitting

Strategy No. 17. NPDES Permit Program

As authorized by the Clean Water Act, the NPDES Permit Program controls water pollution by regulating point sources that discharge pollutants into waters of the United States. Title 40, Part 122 of the Code of Federal Regulations (40CFR122) specifies that discharges associated with an industrial activity must obtain an NPDES permit. The ADEM currently provides for individual and general NPDES permitting of regulated industries. Information pertaining to permitted facilities will be obtained from available public sources such as MYWATERS Mapping, EPA ECHO Database, and the ADEM E-file and incorporated into the GIS database. This information will be used in conjunction with the GIS mapping and monitoring data to evaluate potential sources of stormwater pollution.

Unpermitted regulated facilities will be reported to the Industrial Permits Section of the ADEM. The City will rely on the ADEM for NPDES industrial permitting enforcement.

Evaluation Criteria: The City will evaluate the process of relying on the ADEM for industrial NPDES permitting enforcement during the reporting period. The City will report any known unpermitted regulated facilities to the ADEM Industrial Permit Section. The annual report will indicate the number of unpermitted facilities reported to the ADEM. The annual report will also indicate the proposed efforts for the following reporting period.

5. CONSTRUCTION SITE STORMWATER RUN-OFF CONTROL

5.1 Rationale Statement

The City's Construction Site Stormwater Run-off Control Program is primarily designed to address stormwater pollution due to erosion and sedimentation from construction sites.

5.2 Target Audiences

The target audiences and subject areas for the construction site stormwater run-off control measure that are likely to have significant stormwater impacts should include, but are not limited to the following:

1. **Developers, Contractors, and Homebuilders**
 - a. Potential contributors of stormwater pollution through development and construction activities.
2. **Engineers**
 - a. Responsible for designing effective best management practices to minimize offsite sedimentation from construction activities.
 - b. Inspection records, visual monitoring, and enforcement activities will provide verification that the control measures are effective.

5.3 Construction Site Stormwater Run-off Strategies

The City will implement the following strategies as part of the construction site stormwater run-off control measure. To evaluate the success of this minimum control and aid in preparing the required Annual Report, evaluation criteria have been established for each strategy.

Strategy No. 1. Stormwater Run-off Management Ordinance

The City will implement and enforce the Stormwater Run-off Management Ordinance in Chapter 12, Article II of the Code of Ordinances of the City of Jacksonville, Alabama.

A copy of the Stormwater Run-off Management Ordinance is located in **Appendix D**.

Evaluation Criteria: The City will evaluate the Stormwater Run-off Management Ordinance to ensure that regulations and policies are in place to effectively implement and enforce the requirements of the ADEM NPDES Permit No. ALR040051 to the maximum extent practicable during the reporting period. The annual report will indicate if updates were deemed necessary and will provide supporting documentation that contains the updates. The annual report will also indicate the proposed efforts for the following reporting period.

Strategy No. 2. Require Qualifying Sites to Obtain an ADEM NPDES Construction General Permit

The City will enforce the requirement for qualifying sites to obtain an ADEM NPDES Construction General Permit (ALR100000) and all other sites shall have a Best Management Practices (BMP) Plan designed as per the requirements detailed in the City's Application for Development Review and such plan shall be approved by the Planning Commission or City staff.

A copy of the Application for Development Review is located in **Appendix E**.

As provided by 40CFR Part 122.35(b), the City intends to rely on the ADEM for NPDES Construction General Permit standards and enforcement.

Evaluation Criteria: The City will evaluate the method of verifying that qualifying sites have obtained an ADEM NPDES Construction General Permit during the reporting period. The annual report will indicate the number of sites that provide proof of permitting, the number of sites that a document was signed acknowledging that a permit may be required, and will provide supporting documentation containing copies of permits obtained. The annual report will also indicate the proposed efforts for the following reporting period

Strategy No. 3. Construction Site Inspections

The City will rely on the Planning, Development & Stormwater Director to perform construction site inspections of qualifying sites. The inspections will be performed at minimum on a monthly basis or after a qualifying rain event. The inspection will include evaluating the installation, maintenance, and effectiveness of the Best Management Practices. Photographs will be made and a Stormwater Construction Site Inspection Report will be filled out to document the findings of the inspection.

Evaluation Criteria: The City will evaluate the method of performing construction site inspections during the reporting period. The Annual report will indicate if the inspections of qualifying sites were performed and will provide supporting documentation containing summaries of the various inspections performed. The annual report will also indicate the efforts proposed for the following reporting period.

Strategy No. 4. Best Management Practices Plan Review

The City will maintain the requirement to review Best Management Practices (BMP) Plans for qualifying sites. The review will ensure that BMP Plans are designed as per the requirements detailed in the City's Application for Development Review located in **Appendix E** and the regulations of the City's Stormwater Run-off Management Ordinance located in **Appendix D**.

Evaluation Criteria: The City will evaluate the method of reviewing the BMP Plans during the reporting period. The annual report will indicate if BMP Plans for qualifying sites were reviewed and the number of BMP Plans reviewed. The annual report will also indicate the proposed efforts for the following reporting period.

Strategy No.5. BMP Training Program

The City will maintain at least one municipal employee that is qualified by ADEM to conduct construction site inspections and BMP Plan reviews. These employees will undergo annual training on proper design, installation, maintenance, and inspection of Best Management Practices. The inspector will obtain either Qualified Credentialed Inspector (QCI) or Certified Professional in Erosion and Sediment Control (CPESC) certification.

Evaluation Criteria: The City will evaluate the BMP training program and the municipal employee(s) who are tasked with inspections and plan reviews during the reporting period. The annual report will indicate who the inspector was and their qualifications and will provide supporting documentation containing qualifications and certifications. The annual report will also indicate the proposed efforts for the following reporting period.

Strategy No. 6. Notifying ADEM of Non-Compliant Construction Sites

The City will notify the ADEM Birmingham Field Office by telephone and email of any non-compliant construction site where a possible violation of the Clean Water Act has occurred. Possible notifications may include, but are not limited to, releases of sediment to a water of the State, failure to obtain an ADEM NPDES Construction General Permit, or failure to initiate compliance with the City's enforcement actions.

It is the City's intent to implement their own enforcement program and only rely on the ADEM for the setting of standards for appropriate erosion controls and sediment controls for qualifying construction sites, but not the enforcement of such standards.

Evaluation Criteria: The City will evaluate the method of notifying the ADEM of non-compliant construction sites during the reporting period. The annual report will indicate the number of non-compliant construction sites reported to the ADEM, the number of non-compliant construction sites investigated by the City, and will provide supporting documentation containing pertinent information of the non-complaint construction sites. The annual report will also indicate the proposed efforts for the following reporting period.

Strategy No. 7. Reporting and Tracking System for Complaints

The City will provide a reporting and tracking system for the public regarding erosion and sedimentation from construction sites, impaired waterways, and violations of ordinances relating to stormwater pollution. The public can contact City Hall to report an issue. The public may file an anonymous complaint or fill out the Complaint Form that is located in **Appendix E**. The City will track the complaint, resolve the complaint, or determine the complaint lacked sufficient information to resolve.

Evaluation Criteria: The City will evaluate the reporting and tracking system during the reporting period. The annual report will indicate the number of complaints received, the number of complaints resolved, and the number of complaints that lacked sufficient information to resolve. The annual report will also indicate the proposed efforts for the following reporting period.

6. POST-CONSTRUCTION STORMWATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT

6.1 Rationale Statement

The City's Post-Construction Stormwater Management (PCSWM) Ordinance is primarily designed to provide measures that will take place after construction occurs on a Qualifying Site. These measures include Best Management Practices (BMPs), both structural and non-structural which may include low impact development (LID) and green infrastructure practice (GIP). These measures will provide and maintain permanent stormwater management to prevent or minimize water quality impacts, and ensure that the volume and velocity of pre-construction stormwater run-off is not exceeded for the life of the property's use to the maximum extent practicable (MEP).

6.2 Target Audiences

The target audiences and subject areas for the post-construction stormwater management control measure that are likely to have significant stormwater impacts should include, but are not limited to the following:

1. **Developers, Contractors, and Homebuilders**
 - a. Responsible for development and construction activities that can impact post-construction stormwater management.
2. **Engineers**
 - a. Responsible for designing post-construction stormwater management plans

6.3 Post-Construction Stormwater Management Strategies

The City will implement the following strategies as part of the post-construction stormwater management control measure. To evaluate the success of this minimum control and aid in preparing the required annual report, evaluation criteria have been established for each strategy.

Strategy No. 1. Post-Construction Stormwater Management Ordinance

The City will implement and enforce the Post-Construction Stormwater Management Ordinance in Section 12-112 of the Code of Ordinances of the City of Jacksonville, Alabama.

A copy of the Post-Construction Stormwater Management Ordinance is located in **Appendix D**.

Evaluation Criteria: The City will evaluate the Post-Construction Stormwater Management Ordinance to ensure that regulations and policies are in place to effectively implement and enforce the requirements of the ADEM NPDES Permit No. ALR040051 to the maximum extent practicable. The annual report will indicate if updates were deemed necessary and will provide supporting documentation that contains the updates. The annual report will also indicate the proposed efforts for the following reporting period.

Strategy No. 2. PCSWM Measures

The City will require that qualifying sites be designed with procedures and strategies that will address and identify the site specific PCSWM measures (structural BMPs,

non-structural BMPs, LID, and GIP) to the maximum extent practicable that will remain after construction is completed for the life of the property's use. The stormwater design and management standards for Best Management Practice (BMPs), Low Impact Development (LID) and Green Infrastructure Practices (GIP) were adopted by reference in the Post-Construction Stormwater Management Ordinance. These Standards Include:

- The latest version of the "Alabama Handbook for Erosion Control, Sedimentation Control and Stormwater Management on Construction Sites and Urban Areas", Volumes 1 and 2.
- The latest version of the "Low Impact Development Handbook for the State of Alabama".

Evaluation Criteria: The City will evaluate the procedures and strategies used for PCSWM measures to ensure that design standards are effective for preventing or minimizing water quality impacts and ensuring that the volume and velocity of pre-construction stormwater is not exceeded during the reporting period. The annual report will indicate the number of sites requiring PCSWM. The annual report will also indicate the proposed efforts for the following reporting period.

Strategy No. 3. Long-term Operation and Maintenance of PCSWM Measures

The City will require that qualifying sites be designed with procedures and strategies that will address long-term operation and maintenance of PCSWM measures. One or more of the following shall be applicable (as determined by the City) to establish the responsible party for long-term operation and maintenance:

- The developer's signed statement accepting responsibility for maintenance until the maintenance responsibility is legally transferred to another party.
- Written conditions in the sales or lease agreement that require the recipient to assume responsibility for maintenance.
- Written conditions in project conditions, covenants, and restrictions for residential properties assigning maintenance responsibilities to a home owner's association or other appropriate group for maintenance of structural and treatment control management practices.
- Any other legally enforceable agreement that assigns permanent responsibility for maintenance of structural or treatment control management practices.

Evaluation Criteria: The City will evaluate the procedures and strategies used for long-term operation and maintenance of PCSWM measures to ensure that operation and maintenance standards are effective for the life of the property's use during the reporting period. The annual report will indicate if PCSWM measures have been effective. The annual report will also indicate the proposed efforts for the following reporting period.

Strategy No. 4. PCSWM Measure Inspections

The City will require that qualifying sites be designed with procedures and strategies that will address inspections (at least once per year) of PCSWM measures. This will include corrective actions to poorly functioning or inadequately maintained PCSWM measures, and record keeping of maintenance activities, inspections, and corrective actions. These records shall be made available to the ADEM upon request and copies shall be provided to the City on an annual basis or as requested. The City will also perform inspections (at least once per year) in order to verify the records submitted and to confirm that PCSWM measures are functioning as designed.

Evaluation Criteria: The City will evaluate the procedures and strategies used for PCSWM measure inspections to ensure that inspection standards are effective, adequately performed, and recorded. The annual report will indicate if inspections of PCSWM measures are being performed. The annual report will also indicate the proposed efforts for the following reporting period.

Strategy No. 5. PCSWM Plan Review

The City will maintain the requirement to review BMP plans for post-construction stormwater management for qualifying sites. The review will ensure that PCSWM has been addressed as per the requirements detailed in the City’s Application for Development Review, located in **Appendix E**, and the City’s Post Construction Stormwater Management Ordinance located in **Appendix D**.

Evaluation Criteria: The City will evaluate the method of reviewing the BMP Plans for PCSWM during the reporting period. The annual report will indicate if BMP plans were reviewed for PCSWM and the number of BMP Plans with PCSWM reviewed. The annual report will also indicate the proposed efforts for the following reporting period.

7. POLLUTION PREVENTION AND GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

7.1 Rationale Statement

The City’s control measure for pollution prevention and good housekeeping for municipal operations will provide an effective program intended to address stormwater pollution from nutrients, sediments, petroleum products, and other common pollutants from municipal operations.

7.2 Target Audiences

The target audiences that are likely to have significant stormwater impacts should include the following: Planning and Building Department, Water Works, Gas, and Sewer Board, Streets Department, Parks and Recreation Department, Fire Department, and Police Department.

7.3 Pollution Prevention and Good Housekeeping Strategies

The City will implement the following strategies as part of the pollution prevention and good housekeeping for municipal operations control measure. To evaluate the success of the program and aid in preparing the annual report, evaluation criteria have been established for each strategy.

Strategy No. 1. Best Management Practices and Inspection Checklists Document

The City provides a guidance document for pollution prevention and good housekeeping for municipal operations to all departments within the city in order to establish best management practices that will effectively reduce the impacts of municipal operations on stormwater quality. A copy of the guidance document is located in **Appendix E**.

Evaluation Criteria: The City will evaluate the procedures and checklists contained in the guidance document to ensure that it adequately provides knowledge and awareness of Best Management Practices for municipal operations during the reporting period. The annual report will indicate which departments have the guidance document. The annual report will also indicate the proposed efforts for the following reporting period.

Strategy No. 2. Municipal Training

In connection with the training of municipal employees detailed in Section 4.8, municipal employees will be trained on pollution prevention and good housekeeping for municipal operations. Training will focus on the following topics, landscaping and lawn care, spill response and prevention, pest control, pet waste collection, septic system management, vehicle/equipment maintenance, vehicle/equipment washing, roadway and bridge maintenance, alternative discharge options for chlorinated water, hazardous waste material management, operational by products/wastes, catch basin and storm drain system cleaning, street cleaning and maintenance, road kill composting operations, and construction and land disturbance. Educational materials will be distributed to the department and videos may also be utilized for training.

Evaluation Criteria: The City will evaluate the methods and topics used for municipal training to ensure the municipal employees' knowledge and awareness of stormwater pollution issues during the reporting period. The annual report will indicate if training was performed and will provide supporting documentation containing methods/topics of training and attendance logs. The annual report will also indicate the proposed efforts for the following reporting period.

Strategy No. 3. Vehicle and Equipment Maintenance Program

The City owns and operates a variety of vehicles and equipment used in municipal operations. The City will maintain procedures to conduct routine maintenance inspections of owned vehicles and equipment and will inspect vehicles and equipment for the presence of fluid leaks during routine maintenance. The City will maintain an inspection log for each vehicle or equipment to document identified problems. The City will promptly repair vehicles and equipment determined to have leaks. Vehicle and equipment washing will be performed only in designated areas.

Evaluation Criteria: The City will evaluate the procedures for conducting routine maintenance inspections and maintaining inspection logs during the reporting period. The annual report will indicate the number of vehicle/equipment inspections performed by each department and will include supporting documentation containing the inspection logs. The annual report will also indicate the proposed efforts for the following reporting period.

Strategy No. 4. Pesticide Applications

The City currently uses various products (pesticides, insecticides, and herbicides) to control insects, pests, and unwanted vegetation. To ensure that applications of these products do not contribute to negative water quality, municipal employees/departments will have current certifications and city personnel will review all areas where products are to be used in order to reduce potential negative impacts to waterways. The City will comply with all applicable product application and disposal regulations.

Evaluation Criteria: The City will evaluate the procedures used for the application of pesticides, insecticides, and herbicides to ensure the application does not contribute to negative water quality, will verify that all applicable application and disposal regulations are followed, and will verify that municipal employees/departments maintain current applicator certifications during the reporting period. The annual report will indicate which municipal employees/departments have the current applicator certifications and will include supporting documentation containing a copy of the current certifications. The annual report will also indicate the proposed efforts for the following reporting period.

Strategy No. 5. Street Sweeping Program

The City maintains a street sweeping program that is an effective method of removing sediment and pollutants from roadways in order to reduce negative water quality impacts on waterways. The City currently performs street sweeping of primary and secondary streets.

Evaluation Criteria: The City will evaluate the procedures for the street sweeping program and prioritize streets to be swept based upon debris accumulation and citizen complaints during the reporting period. The annual report will indicate the approximate number of streets swept each month and the approximate annual tonnage of debris collected from street sweeping. The annual report will also indicate the proposed efforts for the following reporting period.

Strategy No. 6. Leaf Collection / Trash and Brush Pickup Program

The City maintains a leaf, trash, grass, and brush collection program that is an effective method of removing materials from the right-of-way of roadways in order to reduce negative impacts on waterways and reduce the potential of clogging storm sewer inlets and pipes. The collection program operates year round. Detailed information about the program can be found on the City's website (www.jacksonville-al.org) under the Community Life tab (Garbage, Recycling & Trash Pick-up).

Evaluation Criteria: The City will evaluate the procedures for the leaf, trash, grass, and brush collection program to ensure these materials are removed from the right-of-way during the reporting period. The annual report will indicate the approximate annual tonnage of material collected from rights-of-way and will provide supporting documentation that contains the program information from the City's website. The annual report will also indicate the proposed efforts for the following reporting period.

Strategy No. 7. Outreach to Others

The City will reach out to other MS4 municipalities and stormwater related groups to discuss programs, obstacles, and successes involving the ADEM NPDES permitting requirement.

Evaluation Criteria: The City will evaluate the need to reach out to others in order to assess the effectiveness of the City's SWMP Program. The annual report will indicate which municipalities and stormwater related groups the City reached out to or met with and will provide supporting documentation containing dates and participants. The annual report will also indicate the proposed efforts for the following reporting period.

8. AGENCY CERTIFICATION

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 submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.



Johnny L. Smith, Mayor
City of Jacksonville, Alabama



Date

**CITY OF JACKSONVILLE STORMWATER
MANAGEMENT PROGRAM**
ADEM NPDES Permit No. ALR040051

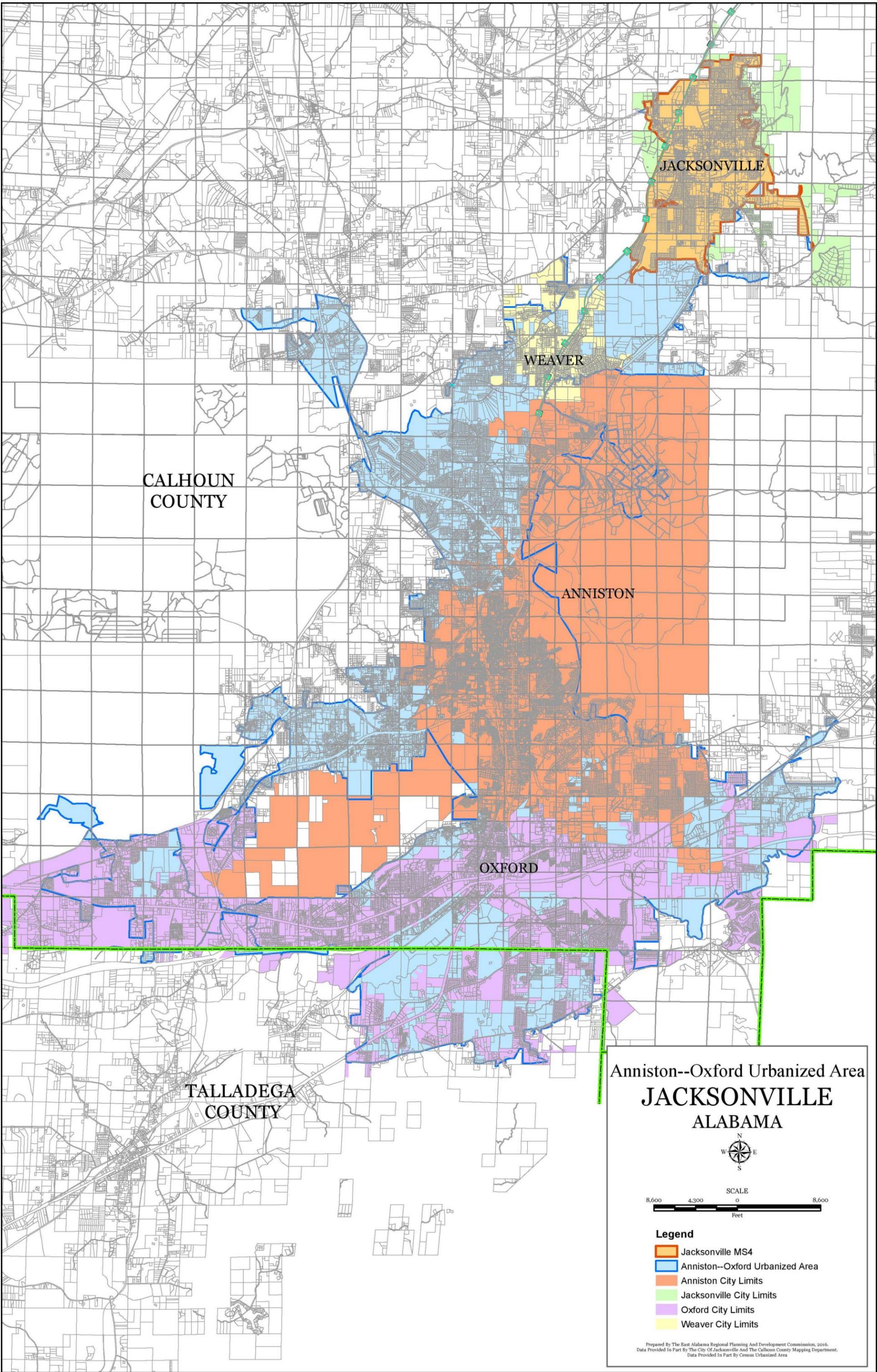
APPENDIX A - FIGURES

- A.1 - Anniston-Oxford, Alabama Urbanized Area Map
- A.2 - Jacksonville MS4 Boundaries Map
- A.3 - Jacksonville MS4 Subwatersheds and IDP Rating Map
- A.4 - Jacksonville Storm Sewer System Map

**CITY OF JACKSONVILLE STORMWATER
MANAGEMENT PROGRAM**
ADEM NPDES Permit No. ALR040051

ATTACHMENT A.1

Anniston-Oxford, Alabama Urbanized Area Map



CALHOUN
COUNTY

JACKSONVILLE

WEAVER

ANNISTON

OXFORD

TALLADEGA
COUNTY

Anniston--Oxford Urbanized Area
JACKSONVILLE
ALABAMA



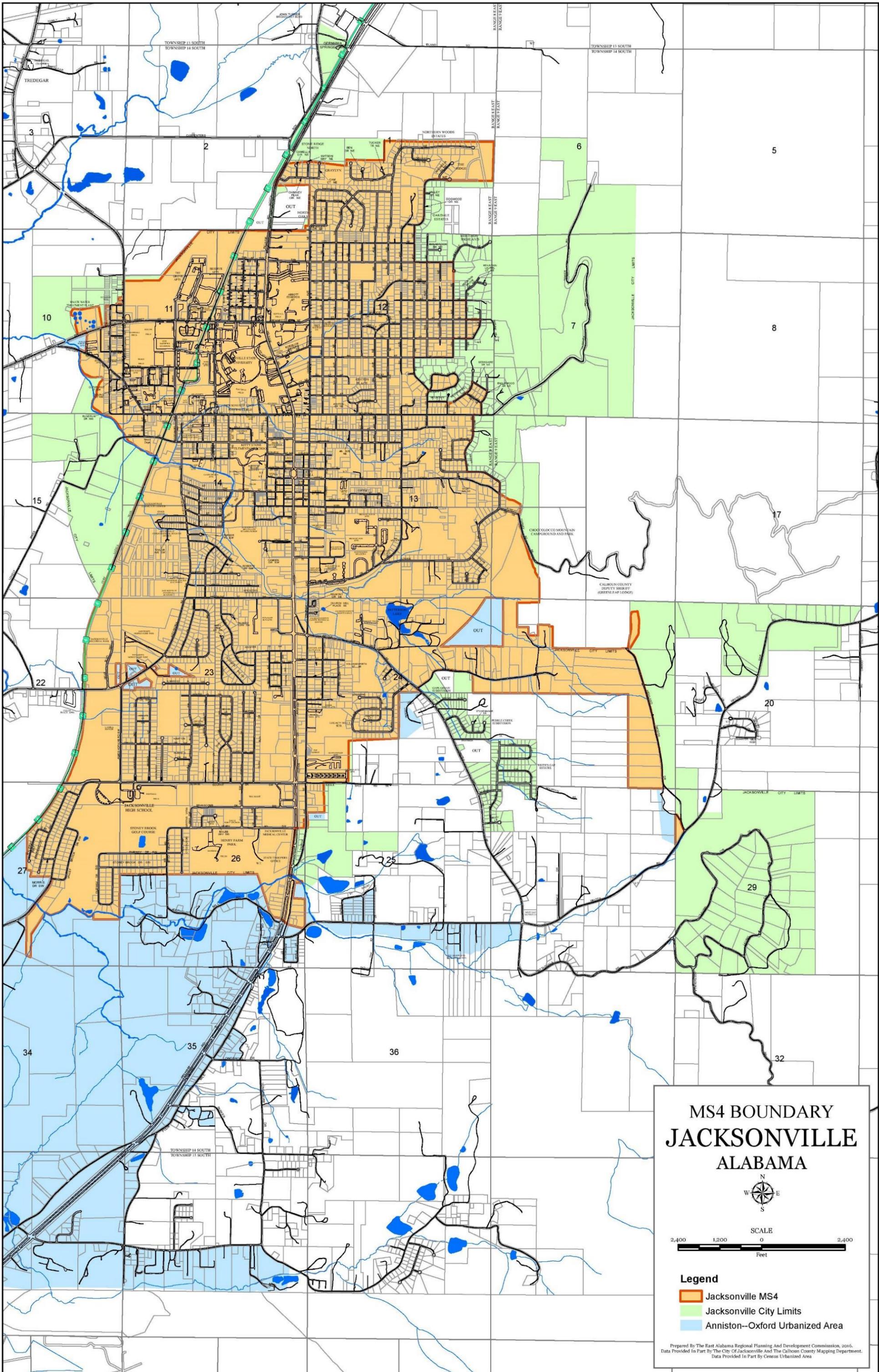
- Legend**
- Jacksonville MS4
 - Anniston--Oxford Urbanized Area
 - Anniston City Limits
 - Jacksonville City Limits
 - Oxford City Limits
 - Weaver City Limits

Prepared By The East Alabama Regional Planning And Development Commission, 2016.
Data Provided In Part By The City Of Jacksonville And The Calhoun County Mapping Department.
Data Provided In Part By Census Urbanized Area

**CITY OF JACKSONVILLE STORMWATER
MANAGEMENT PROGRAM**
ADEM NPDES Permit No. ALR040051

ATTACHMENT A.2

Jacksonville MS4 Boundaries Map



MS4 BOUNDARY JACKSONVILLE ALABAMA



SCALE
2,400 1,200 0 2,400
Feet

Legend

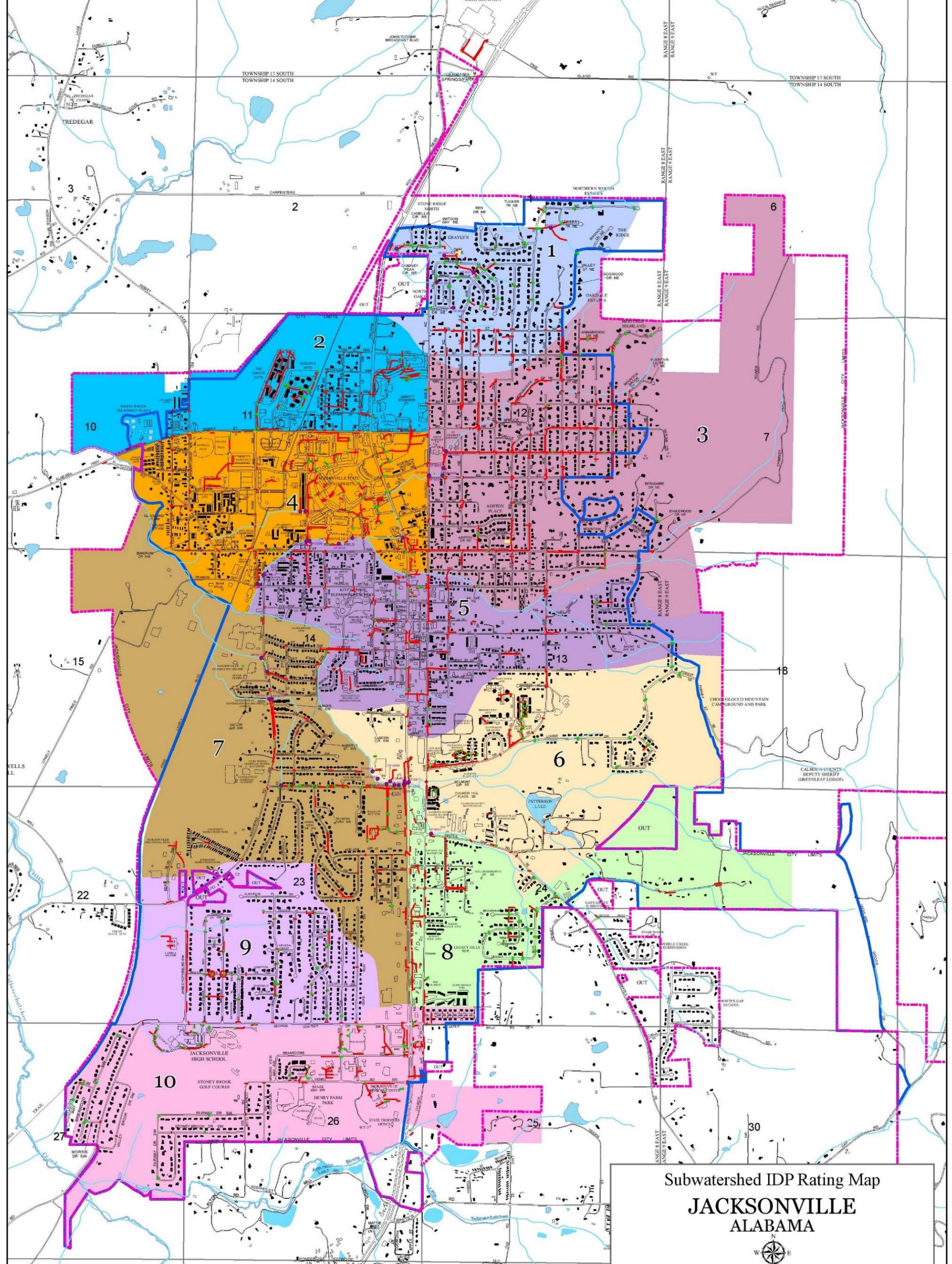
- Jacksonville MS4
- Jacksonville City Limits
- Anniston--Oxford Urbanized Area

Prepared By The East Alabama Regional Planning And Development Commission, 2016.
 Data Provided In Part By The City Of Jacksonville And The Calhoun County Mapping Department.
 Data Provided In Part By Census Urbanized Area.

**CITY OF JACKSONVILLE STORMWATER
MANAGEMENT PROGRAM**
ADEM NPDES Permit No. ALR040051

ATTACHMENT A.3

Jacksonville MS4 Subwatersheds and IDP Rating Map



Subwatershed IDP Rating Map JACKSONVILLE ALABAMA



- Legend**
- Outfall
 - Storm Manhole / Inlet
 - Storm Piping
 - Hydrology
 - Detention Pond
 - Jacksonville City Limits
 - Jacksonville MS4
- IDDE Program**
- Zone 1 Rating
 - Zone 2 Rating
 - Zone 3 Rating
 - Zone 4 Rating
 - Zone 5 Rating
 - Zone 6 Rating
 - Zone 7 Rating
 - Zone 8 Rating
 - Zone 9 Rating
 - Zone 10 Rating
 - blank

* Zone Rating 1 = Lowest Potential for Illicit Discharge
10 = Highest Potential for Illicit Discharge

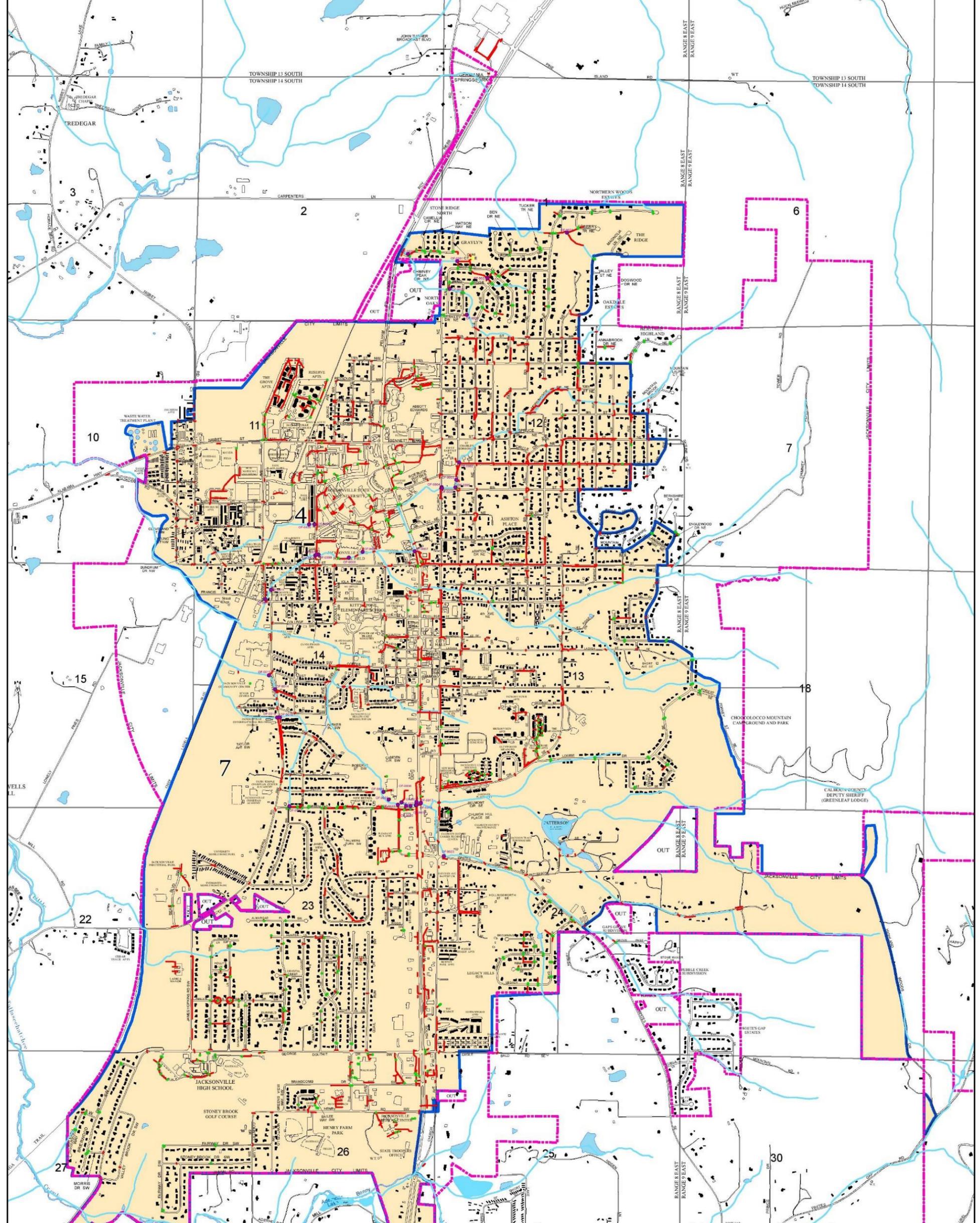
OUTFALL	PIPE SIZE	PIPE TYPE	WATERBODY	LATITUDE	LONGITUDE
CF-0001	18"	RCP	Unnamed Tributary	33°50'12.297N	89°45'30.97W
CF-0002	34"	CMP	Tallahasseehatchee Creek	33°49'28.07N	89°46'39.88W
CF-0003	12"	RCP	Tallahasseehatchee Creek	33°49'25.117N	89°46'31.17W
CF-0004	18" x 18" into 30" box culvert	RCP	Tallahasseehatchee Creek	33°49'23.167N	89°46'36.42W
CF-0005	18"	RCP	Tallahasseehatchee Creek	33°49'23.171N	89°46'31.72W
CF-0006	12"	RCP	Tallahasseehatchee Creek	33°49'23.577N	89°46'34.82W
CF-0007	3/4" box culvert	RCP	Tallahasseehatchee Creek	33°49'19.477N	89°46'41.87W
CF-0008	24"	RCP	Tallahasseehatchee Creek	33°49'19.157N	89°46'50.87W
CF-0009	4"	PVC	Tallahasseehatchee Creek	33°49'19.777N	89°46'57.07W
CF-0010	18"	RCP	Tallahasseehatchee Creek	33°49'19.977N	89°46'54.04W
CF-0011	12"	RCP	Tallahasseehatchee Creek	33°49'19.297N	89°46'55.64W
CF-0012	10"	RCP	Tallahasseehatchee Creek	33°49'18.217N	89°46'50.43W
CF-0013	18"	Plastic	Unnamed Tributary	33°49'12.687N	89°46'19.57W
CF-0014	42"	RCP	Unnamed Tributary	33°49'10.917N	89°46'17.88W
CF-0015	12"	Plastic	Unnamed Tributary	33°49'10.617N	89°46'12.56W
CF-0016	24"	Plastic	Unnamed Tributary	33°49'10.607N	89°46'16.67W
CF-0017	24"	RCP	Little Tallahasseehatchee Creek	33°49'14.037N	89°46'40.347W
CF-0018	48"	RCP	Little Tallahasseehatchee Creek	33°49'14.687N	89°46'41.457W
CF-0019	48"	RCP	Little Tallahasseehatchee Creek	33°49'14.687N	89°46'41.457W

CF-0020	12"	RCP	Little Tallahasseehatchee Creek	33°49'14.527N	89°46'43.077W
CF-0021	12"	RCP	Little Tallahasseehatchee Creek	33°49'14.527N	89°46'44.027W
CF-0022	30"	RCP	Unnamed Tributary	33°49'14.977N	89°46'44.777W
CF-0023	36"	RCP	Tallahasseehatchee Creek Tributary 1	33°49'13.977N	89°46'34.537W
CF-0024	18"	Plastic	Little Tallahasseehatchee Creek	33°49'10.457N	89°46'24.447W
CF-0025	24"	Plastic	Little Tallahasseehatchee Creek	33°49'10.407N	89°46'22.027W
CF-0026	30"	RCP	Unnamed Tributary	33°49'10.777N	89°46'13.047W
CF-0027	12"	RCP	Unnamed Tributary	33°49'10.167N	89°46'12.737W
CF-0028	8"	PVC	Unnamed Tributary	33°49'10.757N	89°46'28.157W
CF-0029	48"	RCP	Unnamed Tributary	33°49'10.207N	89°46'17.757W
CF-0030	12"	PVC	Unnamed Tributary	33°49'10.627N	89°46'19.107W
CF-0031	24"	RCP	Tallahasseehatchee Creek	33°49'09.007N	89°46'35.547W
CF-0032	12"	RCP	Tallahasseehatchee Creek	33°49'07.757N	89°46'17.527W
CF-0033	18"	RCP	Unnamed Tributary	33°49'14.627N	89°46'14.127W
CF-0034	15"	RCP	Tallahasseehatchee Creek Tributary 1	33°49'17.357N	89°46'50.177W
CF-0035	15"	RCP	Tallahasseehatchee Creek Tributary 1	33°49'16.627N	89°46'48.477W
CF-0036	36"	RCP	Tallahasseehatchee Creek Tributary 1	33°49'15.477N	89°46'45.447W
CF-0037	2x2" box culvert	Tallahasseehatchee Creek Tributary 1	33°49'10.627N	89°46'41.077W	

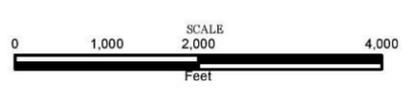
**CITY OF JACKSONVILLE STORMWATER
MANAGEMENT PROGRAM**
ADEM NPDES Permit No. ALR040051

ATTACHMENT A.4

Jacksonville Storm Sewer System Map



Storm Sewer System Map JACKSONVILLE ALABAMA



Legend

- Outfall
- Storm Manhole / Inlet
- Storm Piping
- Hydrology
- Detention Pond
- Jacksonville City Limits
- Jacksonville MS4



Prepared By The East Alabama Regional Planning And Development Commission, 2016.
Data Provided In Part By The City Of Jacksonville And The Calhoun County Mapping Department.

OUTFALL	PIPE SIZE	PIPE TYPE	WATERBODY	LATITUDE	LONGITUDE
CF-0001	18"	RCP	Unnamed Tributary	33°50'12.20"N	89°45'30.90"W
CF-0002	14"	CMP	Tallassee/Chocoma Creek	33°50'28.02"N	89°45'30.88"W
CF-0003	12"	RCP	Tallassee/Chocoma Creek	33°49'25.11"N	89°45'31.11"W
CF-0004	18" cul into 36" box culvert	RCP	Tallassee/Chocoma Creek	33°49'03.10"N	89°45'35.42"W
CF-0005	30"	RCP	Tallassee/Chocoma Creek	33°49'23.51"N	89°45'34.82"W
CF-0006	12"	RCP	Tallassee/Chocoma Creek	33°49'23.57"N	89°45'34.82"W
CF-0007	3" all box culvert	RCP	Tallassee/Chocoma Creek	33°49'03.47"N	89°45'41.87"W
CF-0008	24"	RCP	Tallassee/Chocoma Creek	33°49'03.10"N	89°45'35.87"W
CF-0009	4"	PVC	Tallassee/Chocoma Creek	33°49'03.77"N	89°45'07.01"W
CF-0010	18"	RCP	Tallassee/Chocoma Creek	33°49'03.91"N	89°45'04.94"W
CF-0011	12"	RCP	Tallassee/Chocoma Creek	33°49'07.79"N	89°45'18.64"W
CF-0012	15"	CMP	Tallassee/Chocoma Creek	33°49'15.61"N	89°45'29.43"W
CF-0013	18"	Plastic	Unnamed Tributary	33°49'24.68"N	89°45'19.52"W
CF-0014	42"	RCP	Unnamed Tributary	33°49'39.61"N	89°45'17.88"W
CF-0015	12"	Plastic	Unnamed Tributary	33°49'33.64"N	89°45'17.56"W
CF-0016	24"	Plastic	Unnamed Tributary	33°49'33.60"N	89°45'16.67"W
CF-0017	24"	RCP	Little Tallassee/Chocoma Creek	33°49'14.08"N	89°45'40.34"W
CF-0018	48"	RCP	Little Tallassee/Chocoma Creek	33°49'14.58"N	89°45'41.45"W
CF-0019	40"	RCP	Little Tallassee/Chocoma Creek	33°49'14.08"N	89°45'41.45"W

CF-0220	12"	RCP	Little Tallassee/Chocoma Creek	33°49'14.52"N	89°45'43.07"W
CF-0221	12"	RCP	Little Tallassee/Chocoma Creek	33°49'14.57"N	89°45'44.02"W
CF-0222	9"	RCP	Tallassee/Chocoma Creek Tributary 1	33°49'14.94"N	89°45'46.71"W
CF-0223	36"	RCP	Tallassee/Chocoma Crk Tributary 1	33°49'03.91"N	89°45'34.23"W
CF-0224	18"	Plastic	Little Tallassee/Chocoma Creek	33°49'16.45"N	89°45'24.44"W
CF-0225	24"	Plastic	Little Tallassee/Chocoma Creek	33°49'05.46"N	89°45'22.02"W
CF-0226	50"	RCP	Unnamed Tributary	33°50'10.74"N	89°45'43.54"W
CF-0227	12"	RCP	Unnamed Tributary	89°45'16.91"	89°45'16.91"
CF-0228	8"	PVC	Unnamed Tributary	33°49'07.75"N	89°45'28.15"W
CF-0229	48"	RCP	Unnamed Tributary	33°49'16.25"N	89°45'17.75"W
CF-0230	6"	PVC	Unnamed Tributary	33°49'15.62"N	89°45'19.10"W
CF-0231	24"	RCP	Tallassee/Chocoma Creek	33°49'05.05"N	89°45'05.54"W
CF-0232	12"	RCP	Tallassee/Chocoma Creek	33°49'07.75"N	89°45'17.75"W
CF-0233	18"	RCP	Unnamed Tributary	33°49'14.62"N	89°45'14.12"W
CF-0234	15"	RCP	Tallassee/Chocoma Crk Tributary 1	33°49'17.25"N	89°45'50.11"W
CF-0235	15"	RCP	Tallassee/Chocoma Crk Tributary 1	33°49'16.62"N	89°45'48.43"W
CF-0236	56"	RCP	Tallassee/Chocoma Crk Tributary 1	33°49'15.47"N	89°45'45.44"W
CF-0237	2x2' box culvert	Tallassee/Chocoma Crk Tributary 1	33°49'15.42"N	89°45'41.51"W	

**CITY OF JACKSONVILLE STORMWATER
MANAGEMENT PROGRAM**
ADEM NPDES Permit ALR040051

APPENDIX B – PERMIT DOCUMENTATION

B.1 - Coverage Authorization Letter and ADEM NPDES Permit No. ALR040051

**CITY OF JACKSONVILLE STORMWATER
MANAGEMENT PROGRAM**
ADEM NPDES Permit No. ALR040051

ATTACHMENT B.1

Coverage Authorization Letter and ADEM NPDES Permit No. ALR040051

Alabama Department of Environmental Management
adem.alabama.gov

1400 Coliseum Blvd. 36110-2400 ■ Post Office Box 301463
Montgomery, Alabama 36130-1463
(334) 271-7700 ■ FAX (334) 271-7950

September 13, 2016

Honorable Johnny L. Smith
Mayor, City of Jacksonville
320 Church Avenue, SE
Jacksonville, Alabama 36265

Re: Municipal Separate Storm Sewer System (MS4) Phase II General Permit
NPDES Permit No. ALR040051
Calhoun County (015)

Dear Mayor Smith:

The Department has made a final determination to reissue General NPDES Permit No. ALR040000 for discharges from regulated small municipal separate storm sewer systems. The reissued permit will become effective on October 1, 2016 and will expire on September 30, 2021.

The Department notified the public of its tentative determination to reissue General NPDES Permit No. ALR040000 on November 18, 2015. Interested persons were provided the opportunity to submit comments on the Department's tentative decision through December 18, 2015. In accordance with ADEM Admin Code r. 335-6-6-.21(7), a response to all comments received during the public comment period will be available on the Department's efile system.

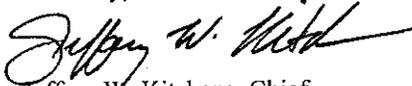
Based on your request, as evidenced by the submittal of a Notice of Intent, coverage under the General NPDES Permit No. ALR040051 is granted. The effective date of issuance coverage is October 1, 2016.

Coverage under this permit does not authorize the discharge of pollutant or non-stormwater that is not specifically identified in the permit and by the Notice of Intent which resulted in granting this coverage.

You are responsible for compliance with all provisions of the permit, including, but not limited to, the performance of any monitoring (if applicable), the submittal of any reports, and the preparation and implementation of any plans required by the permit. Part II.A.4. of the re-issued permit requires the submittal of an updated Stormwater Management Program Plan (SWMPP) within three months of the issuance date of this permit (January 1, 2017).

If you have any additional questions or concerns, please contact Marla Smith by email at mssmith@adem.state.al.us or by phone at 334-270-5616.

Sincerely,



Jeffery W. Kitchens, Chief
Stormwater Management Branch
Water Division

JWK/mss

File: FPER/XXX

Enclosure: Final Permit ALR040051

Cc: Ms. Kacy Sable, EPA (via email)
Mr. Mark W. Stephens, City of Jacksonville (via email)





NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM PERMIT

DISCHARGE AUTHORIZED: STORMWATER DISCHARGES FROM REGULATED
SMALL MUNICIPAL SEPARATE STORM SEWER
SYSTEMS

AREA OF COVERAGE: THE STATE OF ALABAMA

PERMIT NUMBER: ALR040051

RECEIVING WATERS: ALL WATERS OF THE STATE OF ALABAMA

In accordance with and subject to the provisions of the Federal Water Pollution Control Act, as amended, 33 U.S.C. §§1251-1378 (the "FWPCA"), the Alabama Water Pollution Control Act, as amended, Code of Alabama 1975, §§ 22-22-1 to 22-22-14 (the "AWPCA"), the Alabama Environmental Management Act, as amended, Code of Alabama 1975, §§22-22A-1 to 22-22A-15, and rules and regulations adopted thereunder, and subject further to the terms and conditions set forth in this permit, the Permittee is hereby authorized to discharge into the above-named receiving waters.

ISSUANCE DATE: SEPTEMBER 6, 2016

EFFECTIVE DATE: OCTOBER 1, 2016

EXPIRATION DATE: SEPTEMBER 30, 2021

GENNA L. DEAN
Alabama Department of Environmental Management

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PART I Coverage Under This General Permit

A. Permit Coverage

This permit covers the urbanized areas designated as a Phase II Municipal Separate Storm Sewer System (MS4) within the State of Alabama.

B. Authorized Discharges

1. This permit authorizes discharges of storm water from small MS4s, as defined in 40 CFR Part 122.26(b)(16). An entity may discharge under the terms and conditions of this general permit if the entity:
 - a. Owns or operates a small MS4 within the permit area described in Section A;
 - b. Is not a "large" or "medium" MS4 as described in 40 CFR Part 122.26(b)(4) or (7);
 - c. Submits a Notice of Intent (NOI) in accordance with Part II of this general permit; and
 - d. Either:
 - i. Is located fully or partially within an urbanized area as determined by the latest Decennial Census by the Bureau of Census, or
 - ii. Is designated for permit authorization by the Department pursuant to 40 CFR Part 122.32(a)(2).
2. This permit authorizes the following non-storm water discharges provided that they do not cause or contribute to a violation of water quality standards and that they have been determined not to be substantial contributors of pollutants to a particular small MS4 applying for coverage under this permit and that is implementing the storm water management program (SWMP) set forth in this permit:
 - a. Water line flushing
 - b. Landscape irrigation
 - c. Diverted stream flows
 - d. Uncontaminated ground water infiltration
 - e. Uncontaminated pumped groundwater
 - f. Discharges from potable water sources
 - g. Foundation drains
 - h. Air conditioning condensate
 - i. Irrigation water (not consisting of treated, or untreated, wastewater)
 - j. Rising ground water
 - k. Springs
 - l. Water from crawl space pumps
 - m. Footing drains
 - n. Lawn watering runoff
 - o. Individual residential car washing, to include charitable carwashes

- p. Residual street wash water
- q. Discharge or flows from firefighting activities (including fire hydrant flushing)
- r. Flows from riparian habitats and wetlands
- s. Dechlorinated swimming pool discharges, and
- t. Discharges authorized and in compliance with a separate NPDES permit.

C. Prohibited Discharges

The following discharges are not authorized by this permit:

1. Discharges that are mixed with sources of non-storm water unless such non-storm water discharges are:
 - a. In compliance with a separate NPDES permit; or
 - b. Determined by the Department not to be a significant contributor of pollutants to waters of the State;
2. Storm water discharges associated with industrial activity as defined in 40 CFR Part 122.26(b)(14)(i)-(ix) and (xi);
3. Storm water discharges associated with construction activity as defined in 40 CFR Part 122.26(b)(14)(x) or 40 CFR 122.26(b)(15) and subject to Alabama Department of Environmental Management (ADEM) Code r. 335-6-12;
4. Storm water discharges currently covered under another NPDES permit;
5. Discharges to territorial seas, contiguous zone, and the oceans unless such discharges are in compliance with the ocean discharge criteria of 40 CFR Part 125, Subpart M;
6. Discharges that would cause or contribute to instream exceedances of water quality standards; Your storm water management program plan (SWMPP) must include a description of the Best Management Practices (BMPs) that you will be using to ensure that this will not occur. The Department may require corrective action or an application for an individual permit if an MS4 is determined to cause an instream exceedance of water quality standards;
7. Discharges of any pollutant into any water for which a total maximum daily load (TMDL) has been approved or developed by EPA unless your discharge is consistent with the TMDL; This eligibility condition applies at the time you submit a NOI for coverage. If conditions change after you have permit coverage, you may remain covered by the permit provided you comply with the applicable requirements of Part V. You must incorporate any limitations, conditions and requirements applicable to your discharges, including monitoring frequency and reporting required, into your SWMPP in order to be eligible for permit coverage. For discharges not eligible for coverage under this permit, you must apply for and receive an individual or other applicable general NPDES permit prior to discharging;
8. This permit does not relieve entities that cause illicit discharges, including spills, of oils or hazardous substances, from responsibilities and liabilities under State and Federal law and regulations pertaining to those discharges.

D. Obtaining Authorization

1. To be authorized to discharge storm water from small MS4s, you must submit a Notice of Intent (NOI) and a description of your storm water management program (SWMP) in accordance with the deadlines presented in Part II of this permit.
2. You must submit the information required in Part II on the latest version of the NOI form (or photocopy thereof). Your NOI must be signed and dated in accordance with Part VII of this permit.
3. No discharge under the general permit may commence until the discharger receives the Department's acknowledgement of the NOI and approval of the coverage of the discharge by the general permit. The Department may deny coverage under this permit and require submittal of an application for an individual NPDES permit based on a review of the NOI.
4. Where the operator changes, or where a new operator is added after submittal of an NOI under Part II, a new NOI must be submitted in accordance with Part II within thirty (30) days of the change or addition.
5. For areas extended within your MS4 by the latest census or annexed into your MS4 area after you received coverage under this general permit, the first annual report submitted after the annexation must include the updates to your SWMP, as appropriate.

Note: If the Department notifies the dischargers (directly, by the public notice, or by making information available on the Internet) of other NOI form options that become available at a later date (e.g., electronic submission of forms), you may take advantage of those options to satisfy the NOI use and submittal requirements in Part II.

E. Implementation

1. This permit requires implementation of the MS4 Program under the State and Federal NPDES Regulations. MS4s shall modify their programs if and when water quality considerations warrant greater attention or prescriptiveness in specific components of the municipal program.
2. If a small MS4 operator implements the minimum control measures in 40 CFR 122.34(b) and the discharges are determined to cause or contribute to non-attainment of an applicable water quality standard as evidenced by the State of Alabama's 303(d) list or an EPA-approved or developed Total Maximum Daily Load (TMDL), the operator must tailor its BMPs within the scope of the six minimum control measures to address the pollutants of concern and implement permit requirements outlined in Part IV.D. and Part V of this permit.
3. Existing MS4s, unless otherwise stated within this permit, shall implement each of the minimum control measures outlined in Part III.B. of this permit immediately upon the effective date of coverage. Newly designated MS4s, unless otherwise stated in this permit, shall implement the minimum control measures outlined in Part III.B. of this permit within

365 days of the effective date of coverage. However, for newly designated MS4s, where new or revised ordinances are required to implement any of the minimum control measures, such ordinances shall be enacted within 730 days from the effective date of coverage.

PART II Notice of Intent (NOI) Requirements

A. Deadlines of Applications

1. If you are automatically designated under 40 CFR Part 122.32(a)(1) or designated by the Department, then to request recoveage, you are required to submit an NOI or an application for an individual permit and a description of your SWMP at least 90 days before the expiration of this permit.
2. If you are designated by the Department after the date of permit issuance, then you are required to submit an NOI or an application for an individual permit and a description of your SWMP within 180 days upon notification. Within six months of initial issuance, the operator of the regulated small MS4 shall submit a storm water management program plan (SWMPP) to the Department for review. A SWMPP can be submitted electronically in a .PDF format, or in another prescribed manner acceptable to the Department that contains all necessary components
3. You are not prohibited from submitting an NOI after the dates provided in Part II.A.1-2. If a NOI is submitted after the dates provided in Part II.A.1-2., your authorization is only for discharges that occur after permit coverage is granted. The Department reserves the right to take appropriate enforcement actions for any unpermitted discharges.
4. Within three months of the date of re-issuance of coverage under this permit, all operators of regulated small MS4s shall submit a revised storm water management program plan (SWMPP) to the Department for review.
5. **On or after December 21, 2020, all NOIs shall be made electronically in a prescribed manner acceptable to the Department.**

B. Continuation of the Expired General Permit

If this permit is not reissued or replaced prior to the expiration date, it will be administratively continued in accordance with the ADEM Code r. 335-6-6 and remain in force and effect if the Permittee re-applies for coverage as required under Part II of this Permit. Any Permittee who was granted permit coverage prior to the expiration date will automatically remain covered by the continued permit until the earlier of:

1. Reissuance or replacement of this permit, at which time you must comply with the Notice of Intent conditions of the new permit to maintain authorization to discharge; or
2. Issuance of an individual permit for your discharges; or
3. A formal permit decision by the Department not to reissue this general permit, at which time you must seek coverage under an alternative general permit or an individual permit.

C. Contents of the Notice of Intent (NOI)

The Notice of Intent must be signed in accordance with Part VII.G of this permit and must include the following information:

1. Information on the Permittee:
 - a. The name of the regulated entity, specifying the contact person and responsible official, mailing address, telephone number and email address; and
 - b. An indication of whether you are a Federal, State, County, Municipal or other public entity.
2. Information on the MS4:
 - a. the name of your organization, county, city, or town and the latitude/longitude of the center or the MS4 location;
 - b. The name of the major receiving water(s) and an indication of whether any of your receiving waters are included on the latest 303(d) list, included in an EPA-approved and/or EPA developed total maximum daily load (TMDL) or otherwise designated by the Department as being impaired. If you have discharges to 303(d) or TMDL waters, a certification that your SWMPP complies with the requirements of Part V;
 - c. If you are relying on another governmental entity, regulated under the storm water regulations (40 CFR Part 122.26 & 122.32) to satisfy one or more of your permit obligations (see Part III), the identity of that entity(ies) and the elements(s) they will be implementing. The Permittee remains responsible for compliance if the other entity fails to fully perform the permit obligation, and may be subject to enforcement action if neither the Permittee nor the other entity fully performs the permit obligation; and
 - d. Must include if you are relying on the Department for enforcement of erosion and sediment controls on qualifying construction sites in accordance with Part III.B.3.b.
3. Include a brief summary of the best management practices (BMPs) for the minimum control measures in Part III of this permit (i.e. a brief summary of the MS4's SWMPP), your timeframe for implementing each of the BMPs, and the person or persons responsible for implementing or coordinating your SWMPP.

D. Where to Submit MS4 Documents

You are to submit your NOI or individual application, and a description of your SWMP as allowed under Part II.A., signed in accordance with the signatory requirements of Section VII of this permit, to the Department at the following address:

**Alabama Department of Environmental Management
Water Division
Storm Water Management Branch
Post Office Box 301463
Montgomery, Alabama 36130-1463**

Certified and Registered Mail shall be addressed to:

**Alabama Department of Environmental Management
Water Division
Storm Water Management Branch
1400 Coliseum Boulevard
Montgomery, Alabama 36110-2059**

On or after December 21, 2020, all NOIs shall be made electronically in a prescribed manner acceptable to the Department.

PART III Storm Water Pollution Prevention and Management Program for Small MS4s

A. Storm Water Management Program (SWMP)

1. The Permittee is required to develop, revise, implement, maintain and enforce a storm water management program (SWMP) which shall include controls necessary to reduce the discharge of pollutants from its MS4 consistent with Section 402(p)(3)(B) of the Clean Water Act and 40 CFR Parts 122.30-122.37. These requirements shall be met by the development and implementation of a storm water management program plan (SWMPP) which addresses the best management practices (BMPs), control techniques and systems, design and engineering methods, public participation and education, monitoring, and other appropriate provisions designed to reduce the discharge of pollutants from the MS4 to the maximum extent practicable (MEP).
2. The Permittee shall provide and maintain adequate finance, staff, equipment, and support capabilities necessary to implement the SWMPP and comply with the requirements of this permit.
3. The SWMPP must address the minimum storm water control measures referenced in Part III.B. to include the following:
 - a. A map of the Permittee's MS4 urbanized areas;
 - b. The BMPs that will be implemented for each control measure. Low impact development/green infrastructure shall be considered where feasible. Information on LID/Green Infrastructure is available on the following websites: <http://www.adem.alabama.gov/programs/water/waterforms/LIDHandbook.pdf> and <http://epa.gov/polwaste/green/index.cfm>.
 - c. The measureable goals for each of the minimum controls outlined in Part III.B.;
 - d. The proposed schedule—including interim milestones, as appropriate, inspections, and the frequency of actions needed to fully implement each minimum control; and
 - e. The person and/or persons responsible for implementing or coordination the BMPs for each separate minimum control measure.

4. Once the initial SWMPP is acknowledged by ADEM, activities and associated schedules outlined by the SWMPP or updates to the SWMPP are conditions of the permit.
5. Unless otherwise specified in this permit, the Permittee shall be in compliance with the conditions of this permit by the effective date of coverage.

B. Minimum Storm Water Control Measures

1. Public Education and Public Involvement on Storm Water Impacts

- a. The Permittee must develop and implement a public education and outreach program to inform the community 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 to the MEP. The Permittee shall continuously implement this program in the areas served by the MS4. The Permittee shall also comply, at a minimum, with applicable State and local public notice requirements when implementing a public involvement/participation program.
- b. The Permittee shall include within the SWMPP the methods for how it will:
 - i. Seek and consider public input in the development, revision, and implementation of the SWMPP;
 - ii. Identify targeted pollutant sources the Permittee's public education program is intended to address;
 - iii. Specifically address the reduction of litter, floatables and debris from entering the MS4, that may include, but is not limited to:
 1. Establishing a program to support volunteer groups for labeling storm drain inlets and catch basins with "no dumping" message; and
 2. Posting signs referencing local codes that prohibit littering and illegal dumping at selected designated public access points to open channels, creeks, and other relevant waterbodies;
 - iv. Inform and involve individuals and households about the steps they can take to reduce storm water pollution; and
 - v. Inform and involve individuals and groups on how to participate in the storm water program (with activities that may include, but not limited to, local stream and lake restoration activities, storm water stenciling, advisory councils, watershed associations, committees, participation on rate structures, stewardship programs and environmental related activities). The target audiences and subject areas for the education program that are likely to have significant storm water impacts should include, but is not limited to, the following:
 1. General Public
 - a. General impacts litter has on water bodies, how trash is delivered to streams via the MS4 and ways to reduce the litter;

- b. General impacts of storm water flows into surface water from impervious surface; and
 - c. Source control BMPs in areas of pet waste, vehicle maintenance, landscaping and rain water reuse.
 - 2. General Public, Businesses, Including Home-Based and Mobile Businesses
 - a. BMPs for use and storage of automotive chemicals, hazardous cleaning supplies, carwash soaps and other hazardous materials; and
 - b. Impacts of illicit discharges and how to report them.
 - 3. Homeowners, Landscapers, and Property Managers
 - a. Yard care techniques that protect water quality;
 - b. BMPs for use and storage of pesticides and fertilizers;
 - c. BMPs for carpet cleaning and auto repair and maintenance;
 - d. Runoff reduction techniques, which may include but not limited to site design, pervious paving, retention of forests, and mature trees; and
 - e. Storm water pond maintenance.
 - 4. Engineers, Contractors, Developers, Review Staff and Land Use Planners
 - a. Technical standards for construction site sediment and erosion control;
 - b. Storm water treatment and flow control BMPs;
 - c. Impacts of increased storm water flows into receiving water bodies; and
 - d. Run-off reduction techniques and low impact development (LID)/green infrastructure (GI) practices that may include, but not limited to, site design, pervious pavement, alternative parking lot design, retention of forests and mature trees to assist in storm water treatment and flow control BMPS.
 - vi. Evaluation of the effectiveness of the public education and public involvement program.
- c. The Permittee shall report each year in the annual report the following information:
 - i. A description of the activities used to involve groups and/or individuals in the development and implementation of the SWMPP;
 - ii. A description of the individuals and groups targeted and how many groups and/or individuals participated in the programs;
 - iii. A description of the activities used to address the reduction of litter, floatables and debris from entering the MS4 as required in Part III.B.1.b.iii.;

- iv. A description of the communication mechanisms or advertisements used to inform the public and the quantity that were distributed (i.e. number of printed brochures, copies of newspapers, workshops, public service announcements, etc); and
 - v. Results of the evaluation of the public education and public involvement program as required in Part III.B.1.b.vi.
- d. The Permittee shall make their SWMPP and their annual reports required under this permit available to the public when requested. The current SWMPP and the latest annual report should be posted on the Permittee's website, if available.

2. Illicit Discharge Detection and Elimination (IDDE) Program

- a. The Permittee shall implement an ongoing program to detect and eliminate illicit discharges into the MS4, to the maximum extent practicable. The program shall include, at a minimum, the following:
 - i. An initial map shall be provided in the SWMPP with updates, if any, provided each year in the annual report. The map shall include, at a minimum:
 - 1. The latitude/longitude of all known outfalls;
 - 2. The names of all waters of the State that receive discharges from these outfalls; and,
 - 3. Structural BMPs owned, operated, or maintained by the Permittee.
 - ii. To the extent allowable under State law, an ordinance or other regulatory mechanism that effectively prohibits non-storm water discharges to the MS4. The ordinance or other regulatory mechanism shall be reviewed annually and updated as necessary and shall:
 - 1. Include escalating enforcement procedures and actions; and
 - 2. Require the removal of illicit discharges and the immediate cessation of improper disposal practices upon identification of responsible parties. Where the removal of illicit discharge within ten (10) working days is not possible, the ordinance shall require an expeditious schedule for removal of the discharge. In the interim, the ordinance shall require the operator of the illicit discharge to take all reasonable and prudent measures to minimize the discharge of pollutants to the MS4.
 - iii. A dry weather screening program designed to detect and address non-storm water discharges to the MS4. This program must address, at a minimum, dry weather screening of fifteen percent (15%) of the outfalls once per year with all (100 percent) screened at least once per five years. Priority areas, as described by the Permittee in the SWMPP, will be dry weather screened on a more frequent schedule as outlined in the SWMPP. If any indication of a suspected illicit discharge, from an unidentified

source, is observed during the dry weather screening, then the Permittee shall follow the screening protocol as outlined in the SWMPP.

- iv. Procedures for tracing the source of a suspect illicit discharge as outlined in the SWMPP. At a minimum, these procedures will be followed to investigate portions of the MS4 that, based on the results of the field screening or other appropriate information, indicate a reasonable potential of containing illicit discharges or other sources of non-storm water.
- v. Procedures for eliminating an illicit discharge as outlined in the SWMPP;
- vi. Procedures to notify ADEM of a suspect illicit discharge entering the Permittee's MS4 from an adjacent MS4 as outlined in the SWMPP;
- vii. A mechanism for the public to report illicit discharges discovered within the Permittee's MS4 and procedures for appropriate investigation of such reports;
- viii. A training program for appropriate personnel on identification, reporting, and corrective action of illicit discharges;
- ix. Address the following categories of non-storm discharges or flows (i.e., illicit discharges) only if the Permittee or the Department identifies 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 (infiltration is defined as water other than wastewater that enters a sewer system, including foundation drains, from the ground through such means as defective pipes, pipe joints, connections, or manholes. Infiltration does not include, and is distinguished from, inflow), 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 run-off, individual residential car washing, flows from riparian habitats and wetlands, discharge or flows from firefighting activities (to include fire hydrant flushing); dechlorinated swimming pool discharges, and residual street wash water, discharge authorized by and in compliance with a separate NPDES permit; and
- x. The Permittee may also develop a list of other similar occasional incidental non- storm water discharges (e.g. non-commercial or charity car washes, etc.) that will not be addressed as illicit discharges. These non- storm water discharges must not be reasonably expected (based on information available to the Permittees) to be significant sources of pollutants to the municipal separate storm sewer system, because of either the nature of the discharges or conditions you have established for allowing these discharges to your MS4 (e.g., a charity car wash with appropriate controls on frequency, proximity to impaired waterbodies, BMPs on the wash water, etc.). You must document in your SWMPP any local controls or conditions placed on the discharges. The Permittee must include a provision prohibiting any individual non- storm water discharge that is

determined to be contributing significant amounts of pollutants to your MS4.

- b. The Permittee shall report each year in the annual report the following information:
 - i. List of outfalls observed during the dry weather screening;
 - ii. Updated MS4 map(s) unless there are no changes to the map that was previously submitted. When there are no changes to the map, the annual report must state this;
 - iii. Copies of, or a link to, the IDDE ordinance or other regulatory mechanism; and
 - iv. The number of illicit discharges investigated, the screening results, and the summary of corrective actions taken to include dates and timeframe of response.

3. Construction Site Storm Water Runoff Control

- a. The Permittee must develop/revise, implement and enforce an ongoing program to reduce, to the maximum extent practicable, the pollutants in any storm water runoff to the MS4 from qualifying construction sites. The program shall include the following at a minimum:
 - i. Specific procedures for construction site plan (including erosion prevention and sediment controls) review and approval: The MS4 procedures must include an evaluation of plan completeness and overall BMP effectiveness;
 - ii. To the extent allowable under State law, an ordinance or other regulatory mechanism to require erosion and sediment controls, sanctions to ensure compliance, and to provide all other authorities needed to implement the requirements of Part III.B.3 of this permit;
 - iii. A training program for MS4 site inspection staff in the identification of appropriate construction best management practices (example: QCI training in accordance with ADEM Admin Code. R. 335-6-12 or the Alabama Construction Site General Permit);
 - iv. Procedures for the periodic inspection of qualifying construction sites to verify the use of appropriate erosion and sediment control practices that are consistent with the Alabama Handbook for Erosion Control, Sediment Control, And Stormwater Management on Construction Sites and Urban Areas published by the Alabama Soil and Water Conservation Committee (hereinafter the "Alabama Handbook"). The frequency and prioritization of inspection activities shall be documented in the SWMPP and must include a minimum inspection frequency of once each month for priority construction sites;
 - v. Procedures, as outlined in the SWMPP, to notify ADEM of construction sites that do not have a NPDES permit or ineffective BMPs that are discovered during the periodic inspections. The notification must provide,

at a minimum, the specific location of the construction project, the name and contact information from the owner or operator, and a summary of the site deficiencies; and

- vi. A mechanism for the public to report complaints regarding discharges from qualifying construction sites.
- b. ADEM implements a State-wide NPDES construction storm water regulatory program. As provided by 40 CFR Part 122.35(b), the Permittee may rely on ADEM for the setting of standards for appropriate erosion controls and sediment controls for qualifying construction sites and for enforcement of such controls, and must document this in its SWMPP. If the Permittee elects not to rely on ADEM's program, then the Permittee must include the following, at a minimum, in its SWMPP:
- i. Requirements for construction site operators to implement appropriate erosion and sediment control BMPs consistent with the Alabama Handbook for Erosion Control, Sediment Control, And Stormwater Management on Construction Sites and Urban Areas published by the Alabama Soil and Water Conservation Committee (hereinafter the "Alabama Handbook");
 - ii. 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;
 - iii. Development and implementation of an enforcement strategy that includes escalating enforcement remedies to respond to issues of non-compliance;
 - iv. An enforcement tracking system designed to record instances of non-compliance and the MS4's responding actions. The enforcement case documentation should include:
 1. Name of owner/operator
 2. Location of construction project or industrial facility
 3. Description of violations
 4. Required schedule for returning to compliance
 5. Description of enforcement response used, including escalated responses if repeat violation occur or violations are not resolved in a timely manner;
 6. Accompanying documentation of enforcement response (e.g., notices of noncompliance, notices of violation, etc);
 7. Any referrals to different departments or agencies; and
 8. Date violation was resolved
 - v. The Permittee must keep records of all inspections (i.e. inspection reports) and employee training required by Part III.3.a.
- c. The Permittee shall include within the SWMPP the following information:
- i. Procedures for site plan reviews as required by Part III.B.3.a.i;
 - ii. A copy or link of the ordinance or other regulatory mechanism required by Part III.B.3.a.ii.;

- iii. Plans for the training of MS4 site inspection staff as required by Part III.B.3.a.iii; and
- iv. A site inspection plan meeting the requirements of Part III.B.3.a.iv; and
- d. The Permittee shall maintain the following information and make it available upon request:
 - i. Documentation of all inspections conducted of qualifying construction sites as required by Part III.B.3.a.iv. The inspection documentation shall include, at a minimum, the following:
 - 1. Facility type;
 - 2. Inspection date;
 - 3. Name and signature of inspector;
 - 4. Location of construction project;
 - 5. Owner/operator information (name, address, phone number, email);
 - 6. Description of the storm water BMP condition that may include, but not limited to, the quality of vegetation and soils, inlet and outlet channels and structures, embankments, slopes and safety benches, spillways, weirs, and other control structures; and sediment and debris accumulation in storage and forebay areas as well as in and around inlet and outlet structures; and
 - 7. Photographic documentation of any issues and/or concerns.
 - ii. Documentation of referrals of noncompliant construction sites and/or enforcement actions taken at construction sites to include, at a minimum, the following:
 - 1. Name of owner/operator
 - 2. Location of construction project;
 - 3. Description of violation;
 - 4. Required schedule for returning to compliance;
 - 5. Description of enforcement response used, including escalated responses if repeat violations occur; and
 - 6. Accompanying documentation of enforcement responses (e.g. notices of non-compliance, notices of violations, etc).
 - iii. Records of public complaints including:
 - 1. Date, time and description of the complaint;
 - 2. Location of subject construction sites; and
 - 3. Identification of any actions taken (e.g. inspections, enforcement, corrections). Identifying information must be sufficient to cross-reference inspection and enforcement records.
- e. The Permittee shall report each year in the annual report the following information:
 - i. A description of any completed or planned revisions to the ordinance or regulatory mechanism required by Part III.B.3.a.i and the most recent copy, or a link to the ordinance; and
 - ii. List of all active construction sites within the MS4 to include the following summary:

1. Number of construction site inspections;
2. Number of non-compliant construction site referrals and/or enforcement actions and description of violations;
3. Number of construction site runoff complaints received; and
4. Number of MS4 staff/inspectors trained.

4. Post-Construction Storm Water Management in New Development and Redevelopment

- a. Post-construction storm water management refers to the activities that take place after construction occurs, and includes structural and non-structural controls including low-impact development and green infrastructure practices to obtain permanent storm water management over the life of the property's use. These post construction controls should be considered during the initial site development planning phase.
 - i. The Permittee must develop/revise, implement, and enforce a program to address storm water runoff from qualifying new development and redevelopment projects, to the maximum extent practicable. This program shall ensure that controls are in place to prevent or minimize water quality impacts. Specifically, the Permittee shall:
 1. Develop/revise and outline in the SWMPP procedures for the site-plan review and approval process and a required re-approval process when changes to post-construction controls are required; and
 2. Develop/revise and outline in the SWMPP procedures for a post-construction process to demonstrate and document that post-construction storm water measures have been installed per design specifications, which includes enforceable procedures for bringing noncompliant projects into compliance.
 - ii. The Permittee must develop and implement strategies which may include a combination of structural and/or non-structural BMPs designed to ensure, to the maximum extent practicable, that the volume and velocity of pre-construction stormwater runoff is not significantly exceeded. A design rainfall event with an intensity up to that of a 2yr-24hr storm event shall be the basis for the design and implementation of post- construction BMPs.
 - iii. To the extent allowable under State law, the Permittee must develop and institute the use of an ordinance or other regulatory mechanism to address post-construction runoff from qualifying new development and redevelopment projects.
 - iv. The Permittee must require adequate long-term operation and maintenance of BMPs. One or more of the following as applicable:

1. The developer's signed statement accepting responsibility for maintenance until the maintenance responsibility is legally transferred to another party; and/or
 2. Written conditions in the sales or lease agreement that require the recipient to assume responsibility for maintenance; and/or
 3. Written conditions in project conditions, covenants and restrictions for residential properties assigning maintenance responsibilities to a home owner's association, or other appropriate group, for maintenance of structural and treatment control management practices; and/or
 4. Any other legally enforceable agreement that assigns permanent responsibility for maintenance of structural or treatment control management practices.
- v. The Permittee shall perform or require the performance of post-construction inspections, at a minimum of once per year, to confirm that post-construction BMP's are functioning as designed. The Permittee shall include an inspection schedule, to include inspection frequency, within the SWMPP.
 - vi. The Permittee shall maintain or require the developer/owner/operator to keep records of post-construction inspections, maintenance activities and make them available to the Department upon request and require corrective actions to poorly functioning or inadequately maintained post-construction BMP's.
 - vii. The Permittee shall review and evaluate policies and ordinances related to building codes, or other local regulations, with a goal of identifying regulatory and policy impediments to the installation of green infrastructure and low-impact development techniques.
- b. The Permittee shall report each year in the annual report the following information:
 - i. Copies of, or link to, the ordinance or other regulatory mechanism required by Part III.B.4.a.iii;
 - ii. A list of the post-construction structural controls installed and inspected during the permit year;
 - iii. Updated inventory of post-construction structural controls including those owned by the Permittee;
 - iv. Number of inspections performed on post-construction structural controls; and,
 - v. Summary of enforcement actions.

5. Pollution Prevention/Good Housekeeping for Municipal Operations

- a. The Permittee shall develop, implement, and maintain a program that will prevent or reduce the discharge of pollutants in storm water run-off from municipal operations to the maximum extent practicable. The program elements shall include, at a minimum, the following:

- i. An inventory of all municipal facilities, including municipal facilities that have the potential to discharge pollutants via storm water runoff;
 - ii. Strategies for the implementation of BMPs to reduce litter, floatables and debris from entering the MS4 and evaluate those BMPs annually to determine their effectiveness. If a BMP is determined to be ineffective or infeasible, then the BMP must be modified. The Permittee shall also develop a plan to remove litter, floatable and debris material from the MS4, including proper disposal of waste removed from the system;
 - iii. A Standard Operating Procedures (SOP) detailing good housekeeping practices to be employed at appropriate municipal facilities and during municipal operations that may include, but not limited to, the following:
 1. Equipment washing;
 2. Street sweeping;
 3. Maintenance of municipal roads including public streets, roads, and highways, including but not limited to unpaved roads, owned, operated, or under the responsibility of the Permittee;
 4. Storage and disposal of chemicals, Pesticide, Herbicide and Fertilizers (PHFs) and waste materials;
 5. Vegetation control, cutting, removal, and disposal of the cuttings;
 6. Vehicle fleets/equipment maintenance and repair;
 7. External Building maintenance; and
 8. Materials storage facilities and storage yards.
 - iv. A program for inspecting municipal facilities for good housekeeping practices, including BMPs. The program shall include checklists and procedures for correcting noted deficiencies;
 - v. A training program for municipal facility staff in good housekeeping practices as outlined in the SOP developed pursuant to Part III.B.5.a.iii; and
- b. The Permittee shall include within the SWMPP the following information:
- i. The inventory of municipal facilities required by Part III.B.5.a.i;
 - ii. Schedule for developing the SOP of good housekeeping practices required by Part III.B.5.a.iii;
 - iii. An inspection plan and schedule, including checklists and any other materials needed to comply with Part III.B.5.a.iv; and
 - iv. A description of the training program and training schedule required by Part III.B.5.a.v.
- c. The Permittee shall report each year in the annual report the following information:
- i. Any updates to the municipal facility inventory;
 - ii. An estimated amount of floatable material collected from the MS4 as required by Part III.B.5.a.ii;
 - iii. Any updates to the inspection plan
 - iv. The number of inspections conducted; and
 - v. Any updates to the SOP of good housekeeping practices.

- d. The Permittee shall maintain the following information and make it available upon request:
 - i. Records of inspections and corrective actions, if any; and
 - ii. Training records including the dates of each training activities and names of personnel in attendance.

PART IV Special Conditions

A. Responsibilities of the Permittee

1. If the Permittee is relying on another entity to satisfy one or more requirements of this permit, then the Permittee must note that fact in the SWMPP. The Permittee remains responsible for compliance with all requirements of this permit, except as provided by Part III.B.3.b and reliance on another entity will not be a defense or justification for non-compliance if the entity fails to implement the permit requirements.
2. If the Permittee is relying on the Department for the enforcement of erosion and sediment controls on qualifying construction sites and has included that information in the SWMPP as required by Part III.A.3.e., the Permittee is not responsible for implementing the requirements of Part III.B.3.b of this permit as long as the Department receives notification of non-compliant qualifying constructions sites from the Permittee as required by Part III.B.3.a.v.

B. SWMPP Plan Review and Modification

1. The Permittee shall submit a SWMPP and/or revised SWMPP to the Department as required by Part II.A of the permit. The Permittee shall implement plans to seek and consider public input in the development, revision and implementation of this SWMPP, as required by Part III.B.1.b.i. Thereafter, the Permittee shall perform an annual review of the current SWMPP and must revise the SWMPP, as necessary, to maintain compliance with the permit. Any revisions to the SWMPP shall be submitted to the Department at the time a revision is made for the Department review. Revisions made to the SWMPP may include, but are not limited to, the replacement of ineffective or infeasible BMPs or the addition of components, controls and requirements; and
2. The Permittee shall implement the SWMPP on all new areas added to their municipal separate storm sewer system (or for which they become responsible for implementation of storm water quality controls) as soon as practicable, but not later than one (1) year from addition of the new areas. Implementation of the program in any new area shall consider the plans of the SWMPP of the previous MS4 ownership, if any.

C. Discharge Compliance with Water Quality Standards

This general permit requires, at a minimum, that the Permittee develop, implement and enforce a storm water management program designed to reduce the discharge of pollutants to the

maximum extent practicable. Full implementation of BMPs, using all known, available, and reasonable methods of prevention, control and treatment to prevent and control storm water pollution from entering waters of the State of Alabama is considered an acceptable effort to reduce pollutants from the municipal storm drain system to be the maximum extent practicable.

D. Impaired Waters and Total Maximum Daily Loads (TMDLs)

1. The Permittee must determine whether the discharge from any part of the MS4 contributes directly or indirectly to a waterbody that is included on the latest §303(d) list or designated by the Department as impaired;
2. If the Permittee's MS4 discharges to a waterbody included on the latest §303(d) or designated by the Department as impaired, it must demonstrate the discharges, as controlled by the Permittee, do not cause or contribute to the impairment. The SWMPP must detail the BMPs that are being utilized to control discharges of pollutants associated with the impairment. If existing BMPs are not sufficient to achieve this demonstration, the Permittee must, within six (6) months following the publication of the latest final §303(d) list, Department designation, or the effective date of this permit, submit a revised SWMPP detailing new or modified BMPs. The SWMPP must be revised as directed by the Department and the new or modified BMPs must be implemented within one year from the publication of the latest final §303(d) list or Department designation.
3. Permittees discharging from MS4s into waters with EPA-Approved TMDLs and/or EPA-Established TMDLs
 - a. The Permittee must determine whether its MS4 discharges to a waterbody for which a total maximum daily load (TMDL) has been established or approved by EPA. If an MS4 discharges into a water body with an EPA approved or established TMDL, then the SWMPP must include BMPs targeted to meet the assumptions and requirements of the TMDL. If additional BMPs will be necessary to meet the requirements of the TMDL, the SWMPP must include a schedule for installation and/or implementation of such BMPs. A monitoring component to assess the effectiveness of the BMPs in achieving the TMDL requirements must also be included in the SWMPP. Monitoring can entail a number of activities including, but not limited to: outfall monitoring, in-stream monitoring, and/or modeling. Monitoring data, along with an analysis of this data, shall be included in the Annual Report.
 - b. If, during this permit cycle, a TMDL is approved by EPA or a TMDL is established by EPA for any waterbody into which an MS4 discharges, the Permittee must review the applicable TMDL to see if it includes requirements for control of storm water discharges from the MS4.
 1. If it is found that the Permittee must implement specific allocations of the TMDL, it must assess whether the assumptions and requirements of the TMDL are being met through implementation of existing BMPs or if additional BMPs are necessary. The SWMPP must include BMPs targeted to meet the assumptions and requirements of the TMDL. If existing BMPs are not sufficient, the Permittee must, within six (6)

months following the approval or establishment of the TMDL by EPA, submit a revised SWMPP detailing new or modified BMPs to be utilized along with a schedule of installation and/or implementation of such BMPs. Any new or modified BMPs must be implemented within one year, unless an alternate date is approved by the Department, from the establishment or approval of the TMDL by EPA. A monitoring component to assess the effectiveness of the BMPs in achieving the TMDL requirements must also be included in the SWMPP. Monitoring can entail a number of activities including, but not limited to: outfall monitoring, in-stream monitoring, and/or modeling. Monitoring data, along with an analysis of this data, shall be included in the Annual Report.

E. Requiring an Individual Permit

The Department may require any person authorized by this permit to apply for and/or obtain an individual NPDES permit. When the Department requires application for an individual NPDES permit, the Department will notify the Permittee in writing that a permit application is required. This notification shall include a brief statement of the reasons for this decision, an application form and a statement setting a deadline for the Permittee to file the application.

PART V Monitoring and Reporting

1. If there are no 303(d) listed or TMDL waters located within the Permittee's MS4 area, no monitoring shall be required. The SWMPP shall include a determination stating if monitoring is required.
2. If a waterbody within the MS4 jurisdiction is listed on the latest final §303(d) list, or otherwise designated impaired by the Department, or for which a TMDL is approved or established by EPA, during this permit cycle, then the Permittee must implement a monitoring program, within 6 months, to include monitoring that addresses the impairment or TMDL. A monitoring plan shall be included in the SWMPP and any revisions to the monitoring program shall be documented in the SWMPP and Annual Report.
3. Proposed monitoring locations, and monitoring frequency shall be described in the monitoring plan with actual locations described in the annual report;
4. The Permittee must include in the monitoring program any parameters attributed with the latest final §303(d) list or otherwise designated by the Department as impaired or are included in an EPA-approved or EPA-established TMDL;
5. Analysis and collection of samples shall be done in accordance with the methods specified at 40 CFR Part 136. Where an approved 40 CFR Part 136 does not exist, then a Department approved alternative method may be used;
6. If the Permittee is unable to collect samples due to adverse conditions, the Permittee must submit a description of why samples could not be collected, including available documentation of the event. An adverse climatic condition which may prohibit the collection of samples includes weather conditions that create dangerous conditions for personnel (such as local flooding, high winds, hurricane, tornadoes, electrical storms, etc.)

or otherwise make the collection of a sample impracticable (drought, extended frozen conditions, etc.);

7. Monitoring results must be reported with the subsequent Annual Report and shall include the following monitoring information:
 - a. The date, latitude/longitude of location, and time of sampling;
 - b. The name(s) of the individual(s) who performed the sampling;
 - c. The date(s) analysis were performed;
 - d. The name(s) of individuals who performed the analysis;
 - e. The analytical techniques or methods used; and
 - f. The results of such analysis.

PART VI Annual Reporting Requirements

1. The Permittee shall submit to the Department an annual report (1 hardcopy and 1 electronic copy) no later than May 31st of each year. The annual report shall cover the previous April 1 to March 31. If an entity comes under coverage for the first time after the issuance of this permit, then the first annual report should cover the time coverage begins until March 31st of subsequent year.
2. **On or after December 21, 2020, all annual reports shall be submitted to the Department electronically in a prescribed manner acceptable to the Department.**
3. The Permittee shall sign and certify the annual report in accordance with Part VII.G.
4. The annual report shall include the following information, at a minimum, and in addition to those requirements referenced in Part III-V:
 - a. A list of contacts and responsible parties (e.g.: agency, name, phone number, address, & email address) who had input to and are responsible for the preparation of the annual report;
 - b. Overall evaluation of the storm water management program developments and progress for the following:
 - i. Major accomplishments;
 - ii. Overall program strengths/weaknesses;
 - iii. Future direction of the program;
 - iv. Overall determination of the effectiveness of the SWMPP taking into account water quality/watershed improvements;
 - v. Measureable goals that were not performed and reasons why the goals were not accomplished; and
 - vi. If monitoring is required, evaluation of the monitoring data.
 - c. Narrative report of all minimum storm water control measures referenced in Part III.B of this permit. The activities shall be discussed as follows:
 - i. Minimum control measures completed and in progress;
 - ii. Assessment of the controls; and
 - iii. Discussion of proposed BMP revisions or any identified measureable goals that apply to the minimum storm water control measures.

- d. Summary table of the storm water controls that are planned/scheduled for the next reporting cycle;
- e. Results of information collected and analyzed, if any, during the reporting period, including any monitoring data used to assess the success of the program at reducing the discharge of pollutants to the MEP.
- f. Notice of reliance on another entity to satisfy some of your permit obligations; and
- g. If monitoring is required, all monitoring results collected during the previous year in accordance with Part V, if applicable. The monitoring results shall be submitted in a format acceptable to the Department.

PART VII Standard and General Permit Conditions

A. Duty to Comply

You must comply with all conditions of this permit. Any permit noncompliance constitutes a violation of CWA and is ground for enforcement action; for permit termination, revocation and reissuance, or modification; or denial of a permit renewal application.

B. Continuation of the Expired General Permit

If this permit is not reissued or replaced prior to the expiration date, it will be administratively continued in accordance with the ADEM Code r. 335-6-6 and remain in force and effect if the Permittee re-applies for coverage as required under Part II of this Permit. Any Permittee who was granted permit coverage prior to the expiration date will automatically remain covered by the continued permit until the earlier of:

1. Reissuance or replacement of this permit, at which time you must comply with the Notice of Intent conditions of the new permit to maintain authorization to discharge; or
2. Issuance of an individual permit for your discharges; or
3. A formal permit decision by the Department not to reissue this general permit, at which time you must seek coverage under an alternative general permit or an individual permit.

C. Need to Halt or Reduce Activity Not a Defense

It shall not be a defense for you in an enforcement action that it would have been necessary to halt or reduce the permitted activity in order to maintain compliance with the conditions of this permit.

D. Duty to Mitigate

You must take all reasonable steps to minimize or prevent any discharge in violation of this permit that has a reasonable likelihood of adversely affecting human health or the environment.

E. Duty to Provide Information

The Permittee shall furnish to the Director, within a reasonable time, any information which the Director may request to determine whether cause exists for modifying, revoking and reissuing, suspending, or terminating the permit or to determine compliance with the permit. The Permittee shall also furnish to the Director upon request, copies of records required to be kept by the permit.

F. Other Information

If you become aware that you have failed to submit any relevant facts in your Notice of Intent or submitted incorrect information in the Notice of Intent or in any other report to the Department, you must promptly submit such facts or information.

G. Signatory Requirements

All Notices of Intent, reports, certifications, or information submitted to the Department, or that this permit requires be maintained by you shall be signed and certified as follows:

1. Notice of Intent. All Notices of Intent shall be signed by a responsible official as set forth in ADEM Admin. Code r. 335-6-6-.09.
2. Reports and other information. All reports required by the permit and other information requested by the Department or authorized representative of the Department shall be signed by a person described above or by a duly authorized representative of that person. A person is a duly authorized representative only if:
 - a. Signed authorization. The authorization is made in writing by a person described above and submitted to the Department.
 - b. Authorization with specified responsibility. The authorization specifies either an individual or a position having responsibility for the overall operation of the regulated facility or activity, such as the position of manager, operator, superintendent, or position of equivalent responsibility for environmental matters for the regulated entity.
3. Changes to authorization. If an authorization is no longer accurate because a different operator has the responsibility for the overall operation of the MS4, a new authorization satisfying the requirement of Part VII.G.2.b. above must be submitted to the Department prior to or together with any reports or information, and to be signed by an authorized representative.
4. Certification. Any person signing documents under Part VII.G.1-2. above shall make the following certification:

"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 submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

H. Property Rights

The issuance of this permit does not convey any property rights of any sort, or any exclusive privilege, nor it does it authorize any injury to private property nor any invasion of personal rights, nor any infringement of Federal, State or local laws or regulations.

I. Proper Operation and Maintenance

You must at all time properly operate and maintain all facilities and systems of treatment and control (and related appurtenances) which are installed or used by you to achieve compliance with the conditions of this permit and with the conditions of your SWMPP. Proper operation and maintenance also includes adequate laboratory controls and appropriate quality assurance procedures. Proper operation and maintenance requires the operation of backup or auxiliary

facilities or similar systems, installed by you only when the operation is necessary to achieve compliance with the conditions of the permit.

J. Inspection and Entry

1. You must allow the Department or an authorized representative upon the presentation of credentials and other documents as may be required by law, to do any of the following:
 - a. Enter your premises where a regulated facility or activity is located or conducted or where records must be kept under the conditions of this permit;
 - b. Have access to and copy at reasonable times, any records that must be kept under the conditions of this permit;
 - c. Inspect at reasonable times any facilities or equipment (including monitoring and control equipment) practices, or operations regulated or required under this permit; and
 - d. Sample or monitor at reasonable times, for the purposes of assuring permit compliance or as otherwise authorized by the CWA, any substances or parameters at any location.

K. Permit Actions

This permit may be modified, revoked and reissued, or terminated for cause. Your filing of a request for a permit modification, revocation and reissuance, or termination, or a notification of planned changes or anticipated noncompliance does not stay any permit condition.

L. Permit Transfers

This permit is not transferable to any person except after notice to the Department. The Department may require modification or revocation and reissuance of the permit to change the name of the Permittee and incorporate such other requirements as may be necessary under the Act.

M. Anticipated Noncompliance

You must give advance notice to the Department of any planned changes in the permitted small MS4 or activity which may result in noncompliance with this permit.

N. Compliance with Statutes and Rules

1. The permit is issued under ADEM Admin. Code r. 335-6-6. All provisions of this chapter that are applicable to this permit are hereby made a part of this permit.
2. This permit does not authorize the noncompliance with or violation of any laws of the State of Alabama or the United States of America or any regulations or rules implementing such laws.

O. Severability

The provisions of this permit are severable, and if any provision of this permit or the application of any provision of this permit to any circumstance is held invalid, the application of such provision to other circumstances, and the remainder of this permit shall be affected thereby.

P. Bypass Prohibition

Bypass (see 40 CFR 122.41(m)) is prohibited and enforcement action may be taken against a regulated entity for a bypass; unless:

1. The bypass was unavoidable to prevent loss of life, personal injury, or severe property damage;

2. There were no feasible alternatives to the bypass, such as the use of auxiliary treatment facilities, retention of untreated wastes, or maintenance during the normal periods of equipment downtime. This condition is not satisfied if the regulated entity should, in the exercise of reasonable engineering judgment, have installed adequate backup equipment to prevent a bypass which occurred during normal periods of equipment downtime or preventative maintenance.
3. The Permittee submits a written request for authorization to bypass to the Director at least ten (10) days prior to the anticipated bypass (if possible), the Permittee is granted such authorization, and the Permittee complies with any conditions imposed by the Director to minimize any adverse impact on human health or the environment resulting from the bypass.

The Permittee has the burden of establishing that each of the conditions of Part VII.P. have been met to qualify for an exception to the general prohibition against bypassing and an exemption, where applicable, from the discharge specified in this permit.

Q. Upset Conditions

An upset (see 40 CFR 122.41(n)) constitutes an affirmative defense to an action brought for noncompliance with technology-based permit limitations if a regulated entity shall demonstrate, through properly signed, contemporaneous operating logs, or other relevant evidence, that:

1. An upset occurred and the Permittee can identify the specific cause(s) of the upset;
2. The Permittee's facility was being properly operated at the time of the upset; and
3. The Permittee promptly took all reasonable steps to minimize any adverse impact on human health or the environment resulting from the upset.

The Permittee has the burden of establishing that each of the conditions of Part VII.Q. of this permit have been met to qualify for an exemption from the discharge specified in this permit.

R. Procedures for Modification or Revocation

Permit modification or revocation will be conducted according to ADEM Admin. Code r. 335-6-6-.17.

S. Re-opener Clause

If there is evidence indicating potential or realized impacts on water quality due to storm water discharge covered by this permit, the regulated entity may be required to obtain an individual permit or an alternative general permit or the permit may be modified to include different limitations and/or requirements.

T. Retention of Records

1. The Permittee shall retain the storm water quality management program developed in accordance with Part III-V of this permit until at least five years after coverage under this permit terminates.
2. Samples and measurements taken for the purpose of monitoring shall be representative of the monitored activity.
3. The Permittee shall retain records of all monitoring information including all calibration and maintenance records and all original strip chart recordings for continuous monitoring instrumentation, copies of reports required by this permit, and records of all data used to

complete the application of this permit, for a period of at least three (3) years from the date of the sample, measurement, report or application. This period may be extended at the request of the Director at any time.

U. Monitoring Methods

Monitoring must be conducted according to test procedures approved under 40 CFR Part 136, unless other test procedures have been specified in this permit.

V. Additional Monitoring by the Permittee

If the Permittee monitors more frequently than required by this permit, using test procedures approved under 40 CFR Part 136 or as specified in this permit, the results of this monitoring shall be included in the calculation and reporting of the data submitted in the monitoring report. Such increased monitoring frequency shall also be indicated on the monitoring report.

W. Definitions

1. Best Management Practices (BMPs) means schedules of activities, prohibitions of practices, maintenance procedures, and other management practices to prevent or reduce the pollution of waters of the State. BMPs also include treatment requirements, operating procedures, and practices to control runoff, spillage or leaks, sludge or waste disposal, or drainage from raw material storage.
2. Control Measure as used in this permit, refers to any Best Management Practice or other method used to prevent or reduce the discharge of pollutants to waters of the State.
3. CWA or The Act means the Clean Water Act (formerly referred to as the Federal Water Pollution Control Act or Federal Water Pollution Control Act Amendments of 1972) Pub.L. 92-500, as amended Pub. L. 95-217, Pub. L. 95-576, Pub. L. 96-483 and Pub. L. 97-117, 33 U.S.C. 1251 et.seq.
4. Department means the Alabama Department of Environmental Management or an authorized representative.
5. Discharge, when used without a qualifier, refers to “discharge of a pollutant” as defined as ADEM Admin. Code r. 335-6-6-.02(m).
6. Green Infrastructure refers to systems and practices that use or mimic natural processes to infiltrate, evapotranspire (the return of water to the atmosphere either through evaporation or by plants), or reuse storm water or runoff on the site where it is generated.
7. Illicit Connection means any man-made conveyance connecting an illicit discharge directly to municipal separate storm sewer.
8. Illicit Discharge is defined at 40 CFR Part 122.26(b)(2) and refers to any discharge to a municipal separate storm sewer that is not entirely composed of storm water, except discharges authorized under an NPDES permit (other than the NPDES permit for discharges from the MS4) and discharges resulting from fire fighting activities.
9. Indian Country, as defined in 18 USC 1151, means (a) all land within the limits of any Indian reservation under the jurisdiction of the United States Government, notwithstanding the issuance of any patent, and including rights-of-way running through the reservation; (b) all dependent Indian communities within the borders of the United States whether within the original or subsequently acquired territory thereof, and whether within or without the limits of a State, and (c) all Indian allotments, the Indian titles to which have

not been extinguished, including rights-of-way running through the same. This definition includes all land held in trust for an Indian tribe.

10. Infiltration means water other than wastewater that enters a sewer system, including foundation drains, from the ground through such means as defective pipes, pipe joints, connections, or manholes. Infiltration does not include, and is distinguished from, inflow.
11. Landfill means an area of land or an excavation in which wastes are placed for permanent disposal, and which is not a land application unit, surface impoundment, injection well, or waste pile.
12. Large municipal separate storm sewer system means all municipal separate storm sewers that are either: (i) located in an incorporated place (city) with a population of 250,000 or more as determined by the latest decennial census.
13. Low Impact Development (LID) is an approach to land development (or re-development) that works with nature to manage storm water as close to its source as possible. LID employs principles such as preserving and recreating natural landscape features, minimizing effective imperviousness to create functional and appealing site drainage that treat storm water as a resource rather than a waste product.
14. Medium municipal separate storm sewer system means all municipal separate storm sewers that are either: (i) located in an incorporated place (city) with a population of 100,000 or more but less than 250,000 as determined by the latest decennial census.
15. MEP is an acronym for "Maximum Extent Practicable," the technology-based discharge standard for municipal separate storm sewer systems to reduce pollutants in storm water discharges that was established by CWA Section 402(p). A discussion of MEP as it applies to small MS4s is found at 40 CFR Part 122.34.
16. MS4 is an acronym for "Municipal Separate Storm Sewer System" and is used to refer to either a large, medium, or small municipal separate storm sewer system. The term is used to refer to either the system operated by a single entity or a group of systems within an area that are operated by multiple entities.
17. Municipal Separate Storm System is defined at 40 CFR Part 122.26(b)(8) and 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): (i) 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 a designated and approved management agency under section 208 of the CWA that discharges to waters of the United States; (ii) Designed or used for collecting or conveying storm water; (iii) Which is not a combined sewer; and (iv) Which is not part of a Publicly Owned Treatment Works (POTW) as defined in ADEM Admin. Code r. 335-6-6-.02(nn).
18. NOI is an acronym for "Notice of Intent" to be covered by this permit and is the mechanism used to "register" for coverage under a general permit.
19. Permittee means each individual co-applicant for an NPDES permit who is only responsible for permit conditions relating to the discharge that they own or operate.
20. Point Source means any discernible, confined, and discrete conveyance, including but not limited to, any pipe, ditch, channel, tunnel, conduit, well, discrete fissure, container, rolling

stock, concentrated animal feeding operation, landfill leachate collection system, vessel or other floating craft from which pollutants are or may be discharged. This term does not include return flows from irrigated agriculture or agricultural storm water runoff.

21. Priority construction site means any qualifying construction site in an area where the MS4 discharges to a waterbody which is listed on the most recently approved 303(d) list of impaired waters for turbidity, siltation, or sedimentation, any waterbody for which a TMDL has been finalized or approved by EPA for turbidity, siltation, or sedimentation, and any waterbody assigned specific water quality criteria, such as Outstanding Alabama Water use classification, in accordance with ADEM Admin. Code r. 335-6-10-.09 and any waterbody assigned a special designation in accordance with ADEM Admin. Code r. 335-6-10-.10.
22. Qualifying Construction Site means any construction activity that results in a total land disturbance of one or more acres and activities that disturb less than one acre but are part of a larger common plan of development or sale that would disturb one or more acres. Qualifying construction sites do not include land disturbance conducted by entities under the jurisdiction and supervision of the Alabama Public Service Commission.
23. Qualifying New Development and Redevelopment means any site that results from the disturbance of one acre or more of land or the disturbance of less than one acre of land if part of a larger common plan of development or sale that is greater than one acre. Qualifying new development and redevelopment does not include land disturbances conducted by entities under the jurisdiction and supervision of the Alabama Public Service Commission.
24. Small municipal separate storm sewer system is defined at 40 CFR Part 122.26(b)(16) and refers to all separate storm sewers that are 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 water of the United States, but is not defined as “large” or “medium” municipal separate storm sewer system. 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.
25. Storm water is defined at 40 CFR Part 122.26(b) (13) and means storm water runoff, snow melt runoff, and surface runoff and drainage.
26. Storm Water Management Program (SWMP) refers to a comprehensive program to manage the quality of storm water discharged from the municipal separate storm sewer system.
27. SWMP is an acronym for “Storm Water Management Program.”
28. Total Maximum Daily Load (TMDL) means the calculated maximum permissible pollutant loading to a waterbody at which water quality standards can be maintained. The sum of wasteload allocations (WLAs) and load allocations (LAs) for any given pollutant.

29. You and Your as used in this permit is intended to refer to the Permittee, the operator, or the discharger as the context indicates and that party's responsibilities (e.g., the city, the country, the flood control district, the U.S. Air Force, etc.).

**CITY OF JACKSONVILLE STORMWATER
MANAGEMENT PROGRAM**
ADEM NPDES Permit No. ALR040051

APPENDIX C – ILLICIT DISCHARGE DETECTION AND ELIMINATION PROGRAM

C.1 - Illicit Discharge Detection and Elimination Program Document

**CITY OF JACKSONVILLE STORMWATER
MANAGEMENT PROGRAM**
ADEM NPDES Permit No. ALR040051

ATTACHMENT C.1

Illicit Discharge Detection and Elimination Program Document



STORMWATER
MANAGEMENT



ILLICIT DISCHARGE DETECTION AND ELIMINATION (IDDE) PROGRAM

City of Jacksonville, Alabama
Phase II Small MS4
ADEM NPDES Permit ALR040051

December 2016

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1. INTRODUCTION

The Illicit Discharge Detection and Elimination (IDDE) Program is required by Part III.B.2. of the Alabama Department of Environmental Management (ADEM) National Pollutant Discharge Elimination System (NPDES) Permit No. ALR040051 for stormwater discharges from regulated small Municipal Separate Storm Sewer Systems (MS4).

1.1 Urbanized Area Designation

The Stormwater Phase II Final Rule issued by the United States Environmental Protection Agency (USEPA) in 1999 requires nationwide coverage of all operators of small MS4s located within the boundaries of an “urbanized area” as defined by the latest decennial Census. Based on the results of the 2010 census, the Bureau of the Census has designated the entities listed in Section 1 as the Anniston, Alabama Urbanized Area. The urbanized area incorporates approximately 87 square miles. A map outlining the approximate boundary of the Anniston-Oxford, Alabama Urbanized Area is located in **Appendix A**.

1.2 Jacksonville MS4 Area

The City of Jacksonville Municipal Separate Storm Sewer System (Jacksonville MS4) is defined as the area within the city limits that also lies within the Anniston-Oxford, AL urbanized area boundary. The Jacksonville MS4 comprises approximately 7.3 square miles (4,672 acres) of the Anniston-Oxford, Alabama Urbanized Area. A map outlining the approximate boundary of the Jacksonville MS4 is located in **Appendix A**.

According to the 2010 Census, the City of Jacksonville has a total population of 12,548, approximately 97% of which live within the designated urbanized area boundary.

1.3 Storm Sewer System

A Municipal Separate Storm System is defined by 40 CFR Part 122.26(b)(8) to be a conveyance or system of conveyances (including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, man-made channels, or storm drains) that is:

- (i) 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, stormwater, 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;
- (ii) Designed or used for collecting or conveying stormwater;

- (iii) Not a combined sewer; and,
- (iv) Not part of a publicly owned treatment works (POTW) as defined at 40 CFR 122.2.

A major outfall is defined by 40 CFR Part 122.26(b)(8) to be a municipal separate storm sewer outfall that discharges from:

- (i) A single pipe with an inside diameter of 36 inches or more;
- (ii) A single conveyance other than circular pipe which is associated with a drainage area of more than 50 acres;
- (iii) A single pipe with an inside diameter of 12 inches or more that receives stormwater from lands zoned for industrial activity; or,
- (iv) A single conveyance other than a circular pipe associated with a drainage area of 2 acres or more that receives stormwater from lands zoned for industrial activity.

Minor outfalls are smaller than these thresholds. Both major and minor outfalls can be a source of illicit discharges.

1.4 Hydrologic Units in the MS4 Area

Tallasseehatchee Creek is the primary receiving water for the Jacksonville MS4. Tallasseehatchee Creek eventually flows into Ohatchee Creek, 0.48 mile from where Ohatchee Creek enters the Coosa River.

Approximately 1.7 square miles of the Jacksonville MS4 discharge to Little Tallasseehatchee Creek. The remaining 5.6 square miles discharge to Tallasseehatchee Creek.

Table 1. Hydrologic Hierarchy

REGION	03	South Atlantic-Gulf
SUBREGION	0315	Alabama River Basin
BASIN	031501	Coosa-Tallapoosa: Above the confluence of and including the Coosa and Tallapoosa River Basins
SUBBASIN	03150106	Middle Coosa

Table 2. Watersheds in the MS4 Area

WATERSHED	HYDROLOGIC UNIT CODE
Talasseehatchee Creek	03150106-04

Table 3. Subwatersheds in the MS4 Area

SUBWATERSHED	HYDROLOGIC UNIT CODE	TOTAL SUBWATERSHED SQ. MILES (ACRES) ±	MS4 AREA IN SUBWATERSHED SQ. MILES (ACRES) ±
Little Talasseehatchee Creek	03150106-04-01	22.9 (14,656)	1.7 (1,088)
Flat Tire Creek - Talasseehatchee Creek	03150106-04-02	43.3 (27,712)	5.6 (3,584)

1.5 Water Quality Concerns

Section 303(d) of the Clean Water Act (CWA), as amended by the Water Quality Act of 1987, and the USEPA Water Quality Planning and Management Regulations (40CFR130) require states to identify waterbodies not in compliance with the water quality standards applicable to their designated use classifications. Section 303(d) then requires that total maximum daily loads (TMDLs) be determined for all pollutants causing violation of applicable water quality standards in each identified segment.

There are no 303(d) listed or TMDL waters located within the City’s MS4 area as per the 2016 Alabama 303(d) list (dated: September 6, 2016).

1.6 Illicit Discharge Detection and Elimination Program Requirements

Part III.B.2 of the ADEM NPDES Permit No. ALR040051 requires that the City develop and implement an Illicit Discharge Detection and Elimination (IDDE) Program that includes the following:

1. Procedures for locating priority areas likely to have illicit discharges, including at a minimum, evaluating land uses associated with business/industrial activities present, areas where complaints have been registered in the past, and areas with storage of large quantities of materials that could result in spills.
2. Field assessment activities, including visual inspections of priority outfalls, during dry weather and for the purpose of verifying the outfall locations, identifying previously unknown outfalls, and detecting illicit discharges.
3. Procedures to develop and update a stormwater map showing the location of all outfalls, to include the latitude and longitude, and the names and location of all receiving waters.
4. Descriptions of the sources of information used for the stormwater maps, and how the outfall locations will be verified with field surveys.

5. A description of the ordinance or other regulatory mechanism used to effectively prohibit illicit discharges into the MS4 and the reasons for selecting the mechanism.
6. The plan to ensure through appropriate enforcement procedures and actions that the illicit discharge ordinance (or other regulatory mechanism) is implemented.
7. The plan to detect and address illicit discharges to the system, including discharges from illegal dumping and spills. The plan must include, to the extent practicable, dry weather field screening for non-stormwater flows and field tests of chemical parameters selected as indicators of discharge sources. The plan must also address on-site sewage disposal systems that flow into the storm drainage system. The description must address the following, at a minimum:
 - a. Procedures for locating priority areas which includes areas with higher likelihood of illicit connections (e.g., areas with older sanitary sewer lines, for example) or ambient sampling to locate impacted reaches.
 - b. Procedures for tracing the source of an illicit discharge, including the specific techniques used to detect the location of the source.
 - c. Procedures for removing the source of the illicit discharge.
 - d. Procedures for program evaluation and assessment.
8. How public employees, businesses, and the general public will be informed of hazards associated with illegal discharges and improper disposal of waste and how this plan will coordinate with the public education minimum measure and the pollution prevention/good housekeeping minimum measure programs.
9. The individual responsible for overall management and implementation of the illicit discharge detection and elimination program and, if different, who is responsible for each of the Best Management Practices (BMPs) identified in the program.
10. Procedures to notify ADEM if the source of illicit discharge is coming from an adjacent (MS4).
11. Procedures for evaluating the success of the IDDE program.

2. NON-STORMWATER DISCHARGES

2.1 Rationale Statement

Section 402(p)(3)(B)(ii) of the Clean Water Act of 1987 requires that permits for municipal separate storm sewers include a requirement to effectively prohibit non-stormwater discharges into the storm sewers. The ADEM NPDES Permit No. ALR040051 authorizes specific non-stormwater discharges,

provided they do not cause or contribute to a violation of water quality standards and they have been determined not to be substantial contributors of pollutants.

2.2 Authorized Non-Stormwater Discharges

ADEM NPDES Permit No. ALR040051 authorizes the following non-stormwater discharges:

1. Water line flushing
2. Landscape irrigation
3. Diverted stream flows
4. Uncontaminated ground water infiltration
5. Uncontaminated pumped groundwater
6. Discharges from potable water sources
7. Foundation drains
8. Air conditioning condensate
9. Irrigation water (not consisting of treated or untreated wastewater)
10. Rising ground water
11. Springs
12. Water from crawl space pumps
13. Footing drains
14. Lawn watering run-off
15. Individual residential car washing, to include charitable car washes
16. Residual street wash water
17. Discharge or flows from firefighting activities (including fire hydrant flushing)
18. Flows from riparian habitats and wetlands
19. De-chlorinated swimming pool discharges, and
20. Discharge authorized by and in compliance with a separate NPDES permit

2.3 Illicit Discharges and Illicit Connections

Part I.C(1-8) of the ADEM NPDES Permit No. ALR040051 details the discharges not authorized by the permit.

Part VII.W(8) of the ADEM NPDES Permit No. ALR040051 defines illicit discharge as any discharge to a municipal separate storm sewer that is not entirely composed of storm water, except discharges authorized under an NPDES permit (other than the NPDES permit for discharges from the MS4) and discharges resulting from firefighting activities.

Part VII.W(7) of the ADEM NPDES Permit No. ALR040051 defines illicit connection as any man-made conveyance connecting an illicit discharge directly to municipal separate storm sewer.

Illicit discharges and illicit connections are also defined in the Illicit Discharge and Connection Ordinance located in **Appendix D**.

3. IDENTIFYING PRIORITY AREAS

3.1 Rationale Statement

Priority areas within an MS4 are those areas more likely to have illicit discharges. Typically, illicit discharges are not uniformly distributed across an MS4. Instead, illicit discharges are generally clustered within areas defined by characteristics such as land use or infrastructure age.

3.2 Subwatersheds

The City of Jacksonville encompasses approximately 11 square miles and the Jacksonville MS4 is comprised of approximately 7.3 square miles. To assist with data collection and evaluation, subwatersheds for the waterbodies within the City limits (including several small unnamed tributaries) were delineated using the USGS topographic map. The delineated subwatersheds range from 0.2 to 3.0 square miles. For those subwatersheds which extend beyond the jurisdictional boundaries of the City, the entire subwatershed will be evaluated to ensure that potential sources of illicit discharges are identified.

A map showing the delineated subwatersheds to which the City of Jacksonville discharges is located in **Appendix A**.

The City will determine Priority Areas by assigning each subwatershed an Illicit Discharge Potential (IDP) score. The IDP score will be determined by evaluating each subwatershed based on the following characteristics:

- Age of Infrastructure
- Land Use and Industry Density
- Septic System Density
- Number of Past Illicit Discharge Reports or Complaints
- Outfall Inspection Results

3.3 Age of Infrastructure

Jacksonville was initially settled in 1883, with the original development occurring between what is now Ladiga Street and Mountain Street.

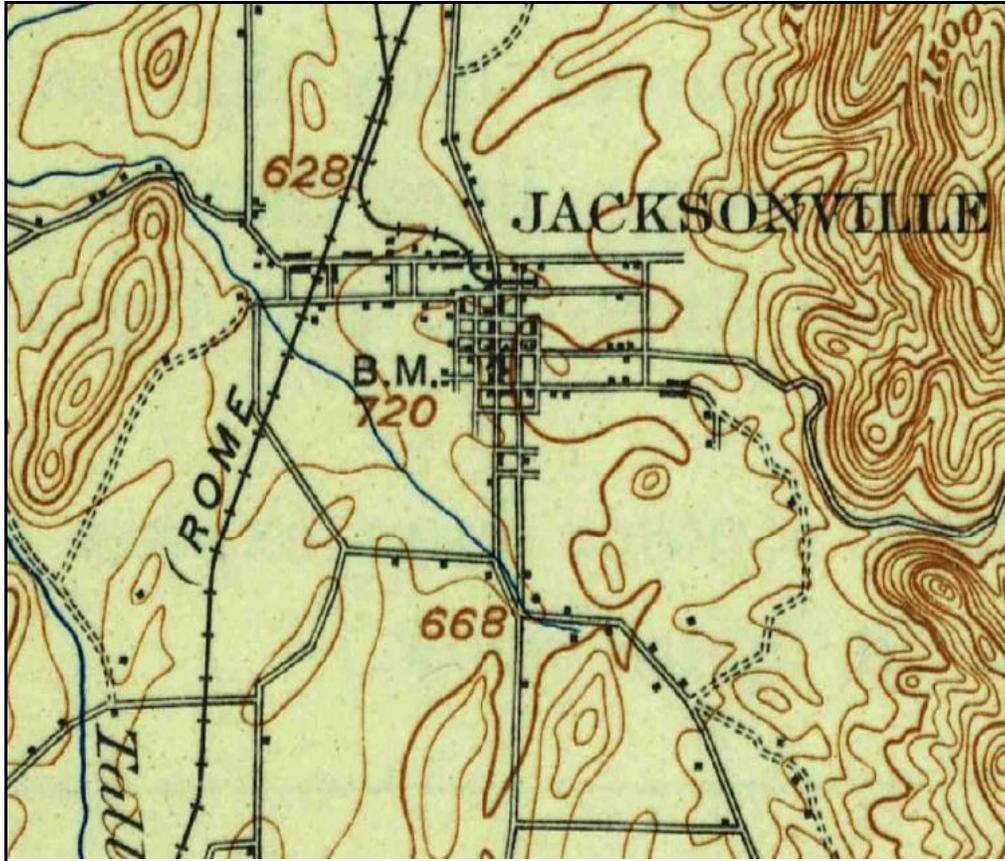


Figure 1. Jacksonville Topographic Map 1900

The first sanitary sewers were installed in the 1950s. Areas where the average age of development is over 65 years were constructed before Jacksonville established sanitary sewer service, and would have been added to the sewer system when it was first constructed. Areas of the Jacksonville MS4 where the sanitary sewers are over 50 years old will be considered to have high illicit discharge potential due to the possibility of leaking pipes, improper connections, or modified connections.

Using infrastructure information provided by the City of Jacksonville Water Works, Gas & Sewer Board, the City will evaluate the delineated subwatersheds and assign an IDP score based on the following criteria.

Table 4. Average Age of Development

AVERAGE AGE OF DEVELOPMENT (YEARS)	IDP SCORE
<10	1
25-50	2
>50	3

3.4 Land Use and Industrial Density

Commercial sites are frequently a source of illicit discharges, often due to activities such as outdoor washing, vehicle fueling, vehicle repair, or poor dumpster management.

Potential illicit discharge generating sites include permitted commercial sites, as well as those that are exempt from regulatory oversight. For the purpose of assigning an IDP score, the City will determine the number of registered sites within each watershed using data obtained from available public sources such as MYWATERS Mapping, EPA ECHO Database, and ADEM eFile. An IDP score will be assigned for each watershed based on the following criteria.

Table 5. Potential Generating Sites

POTENTIAL SITES PER SQUARE MILE	IDP SCORE
<3	1
3-10	2
>10	3

3.5 Septic Field Density

While the majority of the City is currently on public sewer service, some areas or individual lots remain on septic systems. Septic systems are known potential sources of illicit discharges.

The City will evaluate the delineated subwatersheds and assign an IDP score based on the following criteria.

Table 6. Septic Field Density

NUMBER OF SEPTIC FIELDS PER SQUARE MILE	IDP SCORE
<10	1
20-100	2
>100	3

3.6 Number of Past Reports or Complaints

Any area with a history of past illicit discharge reports or complaints will be considered to have illicit discharge potential. The City will evaluate the delineated subwatersheds and assign an IDP score based on the following criteria.

Table 7. Past Illicit Discharge Reports

NUMBER OF REPORTS / COMPLAINTS IN PAST 2 YEARS	IDP SCORE
<5	1
5-25	2
>25	3

3.7 Outfall Inspection Results

Data from the outfall inspections conducted during the previous reporting period will be analyzed to designate each subwatershed as having obvious, suspect, possible, or unlikely discharge potential. Subwatersheds containing outfalls with obvious or suspect illicit discharges will be prioritized.

Table 8. ORI Results from the Previous Reporting Period

OUTFALL RANKING	IDP SCORE
UNLIKELY	1
POTENTIAL	2
SUSPECT	3
OBVIOUS	4

3.8 IDP Assessment

The delineated subwatersheds will be analyzed each year to determine the priority areas for the upcoming year's screening. Examples of how IDP is assessed are shown in Tables 9 and 10. A worksheet for subwatershed scoring is located in **Appendix E**.

Table 9. IDP Calculation - Example 1

SUBWATERSHED CRITERION	RESULTS	IDP SCORE
Average Age of Development	75 years	3
Number of Potential Generating Sites	3 sites	2
Number of Septic Fields Per Square Mile	1 septic field per square mile	1
Number of IDDE Reports in Past 2 Years	8 (2012) + 21 (2013) = 29	3
ORI Results	1 obvious discharge	4
TOTAL IDP SCORE – EXAMPLE 1		13

Table 10. IDP Calculation - Example 2

SUBWATERSHED CRITERION	RESULTS	IDP SCORE
Average Age of Development	9 years	1
Number of Potential Generating Sites	0 sites	1
Number of Septic Fields Per Square Mile	37 septic fields per square mile	2
Number of IDDE Reports in Past 2 Years	5 (2012) + 12 (2013) = 17	2
ORI Results	All outfalls labeled “unlikely”	1
TOTAL IDP SCORE – EXAMPLE 2		7

Based on the five criteria, the lowest possible IDP score is a 5. The highest possible IDP score is a 16. **Priority watersheds are defined as those having an IDP score between 10 and 16.** Therefore, the subwatershed in Example 1 would be designated a Priority Area. The subwatershed in Example 2 would not.

4. FIELD ASSESSMENT ACTIVITIES

4.1 Rationale Statement

The City will conduct field assessment activities for the purpose of verifying and evaluating existing outfalls, identifying previously unknown outfalls, and locating, identifying, and correcting illicit discharges to the MS4.

4.2 Outfall Verification

Beginning in March of 2010, the City of Jacksonville Building and Planning Department contracted Utility Engineering Consultants (UEC) to perform utility mapping, to include the storm sewer system. The collected data is catalogued in a Geographic Information System (GIS) map. The current storm sewer system map containing outfall locations is located in **Appendix A**.

Using the data collected during utility mapping, UEC determined the locations where discharges appeared to leave the City storm sewer system and enter waterbodies within the MS4 area. Thirty-seven outfalls were identified from the GIS mapping and are listed in Table 11 below. As the GIS mapping is updated with new or revised data, the number of outfalls may increase.

Table 11. Outfalls – (as of December 2016)

OUTFALL	PIPE SIZE	PIPE TYPE	WATERBODY	NORTHING	EASTING	ELEVATION
OF-0001	18"	RCP	Unnamed Tributary	1213892	678878	597.19
OF-0002	14"	CMP	Tallasseehatchee Creek	1209498	678913	687
OF-0003	12"	RCP	Tallasseehatchee Creek	1209122	678856	682.89
OF-0004	Hole cut into 8'x8' box culvert		Tallasseehatchee Creek	1208959	678532	680.42
OF-0005	18"	RCP	Tallasseehatchee Creek	1208955	678833	682.21
OF-0006	12"	RCP	Tallasseehatchee Creek	1208941	678541	680.42
OF-0007	3'x4' box culvert		Tallasseehatchee Creek	1207559	677948	N/A
OF-0008	24"	RCP	Tallasseehatchee Creek	1207417	676512	642.48
OF-0009	4"	PVC	Tallasseehatchee Creek	1207488	675858	638.6
OF-0010	18"	RCP	Tallasseehatchee Creek	1207467	675781	631.74
OF-0011	12"	RCP	Tallasseehatchee Creek	1206721	674822	N/A
OF-0012	15"	CMP	Tallasseehatchee Creek	1206514	674697	625.58
OF-0013	18"	Plastic	Unnamed Tributary	1204850	674772	633.24
OF-0014	42"	RCP	Unnamed Tributary	1204546	674907	630.37
OF-0015	12"	Plastic	Unnamed Tributary	1203930	674955	N/A
OF-0016	24"	Plastic	Unnamed Tributary	1203935	675014	N/A
OF-0017	24"	RCP	Little Tallasseehatchee Creek	1202066	678085	N/A
OF-0018	48"	RCP	Little Tallasseehatchee Creek	1202019	677978	N/A
OF-0019	48"	RCP	Little Tallasseehatchee Creek	1202018	677989	N/A
OF-0020	12"	RCP	Little Tallasseehatchee Creek	1201998	677853	657.67
OF-0021	12"	RCP	Little Tallasseehatchee Creek	1202001	677765	659.74

Table 11. Outfalls – (as of December 2016)

OUTFALL	PIPE SIZE	PIPE TYPE	WATERBODY	NORTHING	EASTING	ELEVATION
OF-0022	30"	RCP	Tallasseehatchee Crk Tributary 1	1202027	677581	N/A
OF-0023	36"	RCP	Tallasseehatchee Crk Tributary 1	1200908	678583	N/A
OF-0024	18"	Plastic	Little Tallasseehatchee Creek	1214517	681261	658.42
OF-0025	24"	Plastic	Little Tallasseehatchee Creek	1213518	679538	610.4
OF-0026	30"	RCP	Unnamed Tributary	1214047	677800	571.21
OF-0027	12"	RCP	Unnamed Tributary	1213284	678708	593.64
OF-0028	8"	PVC	Unnamed Tributary	1212722	679085	635.73
OF-0029	48"	RCP	Unnamed Tributary	1208147	675766	N/A
OF-0030	6"	PVC	Unnamed Tributary	1208148	675646	635.68
OF-0031	24"	RCP	Tallasseehatchee Creek	1207546	676816	638.06
OF-0032	12"	RCP	Tallasseehatchee Creek	1207480	675810	N/A
OF-0033	18"	RCP	Unnamed Tributary	1201994	675223	668.38
OF-0034	15"	RCP	Tallasseehatchee Crk Tributary 1	1202305	677271	653.86
OF-0035	15"	RCP	Tallasseehatchee Crk Tributary 1	1202140	677381	654.7
OF-0036	36"	RCP	Tallasseehatchee Crk Tributary 1	1202082	677660	654.68
OF-0037	2'x 2' box culvert		Tallasseehatchee Crk Tributary 1	1202086	677985	661.58

The City will verify probable outfalls identified from mapping through field observation. The thirty-seven outfalls currently identified and listed in Table 11 will be verified and evaluated during each reporting period. Additional probable outfalls will be verified within 12 months of being added to the GIS database.

Field observation to verify mapping data includes collection and confirmation of the following information:

1. Outfall coordinates
2. Conveyance type (ditch, culvert, pipe, etc.)
3. Conveyance shape
4. Conveyance size (pipe diameter, ditch width and depth, box culvert dimensions, etc.)

5. Conveyance material (RCP, PVC, CMP, etc.)
6. Outfall condition
7. Outfall elevation
8. Pictures of the outfall, with outfall identification shown in the picture

The outfall verification data should be recorded on the Dry-Weather Monitoring Report located in **Appendix E**. Outfall inventory procedures are discussed in Section 7.

4.3 Outfall Identification

The City will implement a stream-walking program designed to identify previously unknown outfalls to the MS4.

There are three main waterbodies that leave the MS4 area, with an estimated total of approximately 23 miles of stream length within the City limits. Starting at the locations where each waterbody exits the MS4 boundary, City personnel will move upstream to identify points where stormwater discharged within the City limits enters the stream.

Field observation to identify outfalls includes collection of the following data:

1. Outfall coordinates
2. Conveyance type (ditch, culvert, pipe, etc.)
3. Conveyance shape
4. Conveyance size (pipe diameter, ditch width and depth, box culvert dimensions, etc.)
5. Conveyance material (RCP, PVC, CMP, etc.)
6. Outfall condition
7. Outfall elevation
8. Surrounding land use
9. Pictures of the outfall, with outfall identification shown in the picture

The outfall identification data should be recorded on the Dry-Weather Monitoring Report located in **Appendix E**. Outfall inventory procedures are discussed in Section 7.

The City plans to complete an average of one-half mile of stream inventory per month during the reporting period. It is anticipated that all streams located within the MS4 will be walked at least once during the permit cycle.

The City will continue to update the Storm Sewer GIS Map as additional outfalls are identified.

4.4 Dry Weather Monitoring

The City of Jacksonville will perform an outfall inventory (dry weather monitoring) of known outfalls as detailed in Section 7.

5. STORMWATER MAPPING

5.1 Rationale Statement

Accurate and up-to-date maps of the storm sewer system are critical to the implementation of the IDDE program. Maps are used to direct field crews, locate outfalls, assess illicit discharge potential, track reports, and track corrective actions.

5.2 Current Mapping Status

As previously discussed, beginning in March of 2010, the City contracted UEC to perform utility mapping, to include the storm sewer system. To date, UEC has mapped the storm sewer pipes, manholes, inlets, and junction boxes. Natural drainage features, such as ditches or swales, have not been mapped as of the date of this plan.

The City will continue to update the existing maps as storm drain features are identified.

5.3 Existing Features

Existing storm drain features such as ditches or swales will be mapped using both aerial photography and field observations. Natural drainage features that are mapped using aerial photography will be verified by City personnel or contracted crews in conjunction with the stream-walking program.

As a component of the stream-walking program discussed in Section 4.3, City personnel or contracted crews will also collect GPS data to map natural drainage features not included in the aerial mapping. This data will be collected as needed.

5.4 Future Additions

Proposed additions to the Jacksonville MS4, including new inlets, pipes, manholes, and junction boxes, will be mapped based upon construction plans and field observations of both public and private projects. Plans will be provided by developers (preferably in electronic format) and added to the GIS database.

Outfalls from proposed development will be verified after construction is complete using the procedure outlined in Section 4.2.

6. ILLICIT DISCHARGE AND CONNECTION ORDINANCE

Part III.B.2.(a)(ii) of the ADEM NPDES Permit No. ALR040051 requires the City to the extent allowable under state law to provide an ordinance or other regulatory mechanism that effectively prohibits non-stormwater discharges to the MS4 that are not listed in Part I.B. of the permit and implement appropriate enforcement procedures and actions.

Ordinance O-563-14 to create Article IV (Illicit Discharge and Connection Ordinance) in Chapter 12 (Floods) of the Code of Ordinances of the City of Jacksonville, Alabama was adopted on February 24, 2014. A copy of the ordinance is located in **Appendix C**.

6.1 Rationale Statement

The purpose of the Illicit Discharge and Connection Ordinance is to provide legal authority to the City to prohibit illicit discharges, investigate suspected illicit discharges, require elimination of illicit discharges, and carry out enforcement actions.

6.2 Prohibit Illicit Discharges and Connections

Section 12-138 of the Illicit Discharge and Connection Ordinance prohibits non-stormwater discharges into the storm sewer system, with the exception of those non-storm discharges explicitly allowed by the ADEM NPDES Permit No ALR040051. Section 12-138 of the Illicit Discharge and Connection Ordinance also prohibits illicit connections.

6.3 Enforcement

The Illicit Discharge and Connect Ordinance provides the City with the ability to perform inspections, trace suspected illicit discharges, require elimination of confirmed illicit discharges, and compel compliance with the ordinance.

Section 12-144 of the Illicit Discharge and Connect Ordinance describes the enforcement actions available to the City. Enforcement actions include a warning notice, notice of violation, suspension of MS4 access, alternative compensatory actions (e.g., storm drain stenciling, attendance at compliance workshops, creek cleanup, etc.), civil penalties, and criminal prosecution.

6.4 Evaluation

The Illicit Discharge and Connection Ordinance will be reviewed on an annual basis and updated as deemed necessary. The ordinance will be evaluated on its effectiveness in addressing identified illicit discharges and connections and preventing repeat offenders.

7. OUTFALL INVENTORY

The City will conduct an Outfall Inventory to visually inspect each known existing outfall from the City's stormwater drainage system to identify areas of pollution or non-stormwater discharges.

7.1 Rationale Statement

Visual inspection of outfalls can identify problem areas without the need for in-depth laboratory analysis. Indicators of potential illicit discharges include outfalls that are flowing during dry weather, indicating a potential illicit connection, or outfalls that have high turbidity, strong odors, or unusual colors.

7.2 Prioritization Schedule

The City will conduct visual inspections of all known existing outfalls within the City at least once per reporting period during each five-year permit cycle. This includes outfalls in priority area and outside priority areas.

7.3 Inspection Conditions

Outfall inventory inspections should be conducted when the outfall is accessible, unobstructed, and when there will be no stormwater flows (dry-weather monitoring).

The preferred conditions for outfall inspections include:

- Dry season (e.g., summer or early fall)
- No rainfall over 0.1 inch in the previous 48 hours
- Recently mowed, low vegetation, or leaf-off conditions

Field crews should allow three to four days of an antecedent dry period before starting or resuming inspections after long periods of heavy rain.

7.4 Equipment

Prior to conducting field work, crews should assemble all required equipment listed below and review records from prior inspections in the same area to become familiar with the outfall locations and any potential inspection challenges. Field crews should prepare for consecutive days of field work when possible.

1. Minimum 2 person crew

2. Safety gear (e.g., vest, hard hat, cones)
3. City identification
4. Field notebook and pencils
5. Outfall Reconnaissance Inventory Field Sheet
6. Map or aerial photo of inspection area
7. GPS unit with charged battery
8. Cell phone with charged battery
9. Digital camera with charged battery
10. Compass
11. Machete or clippers
12. Flash light or headlamp with charged battery
13. Tape measure
14. Dry erase board and marker (to identify outfall in photos)
15. First aid kit
16. Stopwatch or watch with second hand
17. Clear 1-liter sample bottle to evaluate field parameters
18. Sampling kits (see Section 7.9)
19. Cooler with ice
20. Permanent marker
21. Thermometer
22. pH probe
23. Ammonia test strips
24. Nitrile or latex gloves
25. Wide-mouth container
26. Hand sanitizer

7.5 Safety Considerations

Health and safety considerations for outfall inspection and sampling include, but are not limited to, the potential for contact with:

- Contaminated water
- Sharp debris and objects
- Wild animals
- Landowners

- Confined spaces

Field crews should be comprised of at least two individuals, each equipped with proper footwear (e.g., sturdy waterproof boots or waders) and gloves (e.g., neoprene, latex, or rubber).

Private properties should not be accessed unless proper notification has been provided, preferably in advance. Field crews should carry identification or wear clothing that identifies them as municipal workers or subcontractors.

It is recommended that field crews be vaccinated against Hepatitis B, particularly if the crews will be accessing waters known to be contaminated with illicit sewage discharges.

A confined space refers to a space that has limited openings for entry and exit, unfavorable natural ventilation that could contain or produce hazardous atmospheres, and is not intended for continuous employee occupancy. Examples of confined spaces field crews might encounter are manholes or tunnels. In the event a confined space is encountered during an IDDE investigation, the space will be investigated using cameras. **Under no circumstances should inspection personnel enter a confined space.**

If confined space entry is necessary to complete the investigation, the field crew shall coordinate with the Water Works, Gas & Sewer Board to locate City personnel with the appropriate confined space entry training and equipment. Under no circumstances should any person enter a confined space until all required safeguards have been accomplished, entry permits completed, and authorization granted as outlined within the Jacksonville Operations and Maintenance Manual.

7.6 Inspection Procedure

The outfall inventory inspection procedure includes the following activities:

1. Visually inspect the outfall and the immediate surrounding area
2. Photograph the current conditions (using the whiteboard to identify the outfall in the photos)
3. Complete the Dry-Weather Monitoring Report located in **Appendix E**.

If flow is observed continue with steps 4 and 5.

4. Measure observed flow by timing how long it takes to fill a wide-mouth container of known volume
5. Perform field screening of observed flow

Potential illicit discharges are indicated by outfalls that have flow in dry weather and/or foul odors or discolored water in or around the outfall pipe. During field inspections, crews should also note whether outfalls have maintenance issues, such as damaged infrastructure or trash accumulation.

When a potential illicit discharge is identified, field crews will photograph the discharge and outfall, then conduct a brief visual inspection of the surrounding area to identify possible sources of the discharge.

A flow chart outlining the screening and sampling procedure is located in **Appendix F**.

7.7 Visual Inspection

Visual observations are used to observe conditions at the outfall and complete the Dry-Weather Monitoring Report located in **Appendix E**. This report is used to record information such as:

- Outfall ID#
- Latitude/longitude
- Location description
- Pipe size/type
- Flow
- Odor
- Clarity
- Floatables
- Outfall condition
- Oil sheen
- Surface scum

7.8 Field Screening

Where dry weather flows are noted, but no obvious illicit discharge is identified, field crews will screen the discharge for indicators of illicit discharges. Field screening will include testing for temperature, pH, and ammonia.

Table 12. Field Screening Values

PARAMETER	UNLIKELY	SUSPECT
Temperature	< 85 °F	> 85 °F
pH	5.5 to 9.0	< 5.5 or > 9.0
Ammonia	< 1 mg/L	> 1 mg/L

Sanitary wastewater and certain industrial discharges can substantially increase outfall discharge temperatures. Elevated discharge temperatures may indicate a sanitary or industrial illicit discharge. Discharge temperatures over 90 °F indicate an obvious illicit discharge, likely due to an industrial source such as cooling water or boiler blowdown.

Extreme pH levels can indicate the presence of an industrial illicit discharge.

Ammonia concentrations in groundwater or tap water are typically low. High ammonia concentrations in dry-weather flows may indicate the discharge of sanitary wastewater or liquid wastes from some industrial sites.

7.9 Discharge Sampling

If a discharge has a severity of either odor, color, turbidity, or floatables, or if field screening indicates a suspect discharge, field crews will collect samples to be analyzed for the following parameters:

Table 13. Illicit Discharge Indicators

PARAMETER	INDICATOR
Surfactants	> 0.25 mg/L indicates discharge is contaminated by sewage or washwater
Fluoride	> 0.13 and < 0.6 mg/L indicate tap water source > 0.6 mg/L indicates industrial source

Table 13. Illicit Discharge Indicators

PARAMETER	INDICATOR
Ammonia (NH ₃)	A/P ratio > 1 indicates sewage; A/P ratio < 1 indicates washwater ≥50 mg/L indicates industrial discharge
Potassium	A/P ratio > 1 indicates sewage; A/P ratio < 1 indicates washwater ≥20 mg/L indicates industrial discharge
Total Phosphorous	> 0.4 mg/L indicates contamination from lawn practices, agriculture, sewage, or washwater

The table below provides the preferred laboratory method, sampling container, required preservative, and analysis hold time for each parameter. The City will use this as a guideline for sampling protocols.

Table 14. Laboratory Analysis

PARAMETER	EPA METHOD	CONTAINER	PRESERVATIVE	HOLD TIME
MBAS (Surfactants)	5540 C-2011	HDPE – 1 L	None	48 hours
Ammonia Nitrogen	350.1	HDPE – 500 mL	Na ₂ S ₂ O ₃ + H ₂ SO ₄	28 days
Fluoride	300.0	HDPE – 125 mL	None	28 days
Total Phosphorous	365.2	HDPE – 250 mL	H ₂ SO ₄	28 days
Potassium	200.7	HDPE – 500 mL	HNO ₃	180 days

7.10 Inspection Reporting

Completed Dry-Weather Monitoring Reports, photos, and additional information collected by field crews during the outfall inventory inspection will be submitted to the Planning, Development & Stormwater Director within 48 hours of completion of the inspection.

If the inspection crew encounters a transitory discharge, such as a liquid or oil spill, during inspection activities, the observed spill or environmental hazard will be immediately reported to the Planning, Development & Stormwater Director.

7.11 Outfall Designation

Data from each Dry-Weather Monitoring Report will be analyzed to designate the observed outfall as having obvious, suspect, possible, or unlikely discharge potential.

Discharges with an “obvious” ranking will be investigated within 5 days of determination, assuming the source was not identified at the time the discharge was observed. Discharges with a “suspect” ranking will be investigated within 7 days. Discharges that have a “possible” ranking will be investigated within 14 days. Discharges with an “unlikely” ranking will be noted for comparison during future inspections. Investigations will generally follow the procedures outlined in Section 8.

Table 15. Outfall Ranking

RESPONSE TIME	RANKING	CHARACTERISTICS
5 days	Obvious	Outfalls where there is an illicit discharge that doesn't require sample collection for confirmation
7 days	Suspect	Flowing outfalls with high severity (ranking of 3) on one or more physical indicators

14 days	Potential	Flowing or non-flowing outfalls with presence of two or more physical indicators
-	Unlikely	Non-flowing outfalls with no physical indicators of an illicit discharge

8. IDDE INVESTIGATION

Once an illicit discharge is suspected or detected at an outfall or in a stream, one of four types of illicit discharge investigations is triggered to track down the source:

- Storm drain network investigations
- Drainage area investigations
- On-site investigations
- Septic system investigations

When an illegal dumping or illicit discharge problem is directly observed by City personnel or a City subcontractor, it is generally not necessary to follow these investigation procedures, as the source of the problem discharge is already known.

8.1 Storm Drain Network Investigations

Storm sewer investigations use field crews to trace the source of a discharge problem to a single segment of a storm sewer. The investigation starts at the outfall and works progressively up the trunk from the outfall. Common investigative methods include:

- Visual inspection at manholes
- Sandbagging or damming the trunk
- Dye testing
- Smoke testing
- Video testing

8.2 Drainage Area Investigations

Drainage area investigations are initially conducted in the office, and involve a parcel by parcel analysis of potential generating sites within the drainage area of the suspect outfall. Drainage area investigations are appropriate when the flow type in the discharge appears to be specific to a certain type of land use or generating site.

These investigations may include the following techniques:

- Analysis of land use
- Obtaining permit information from the ADEM
- Review of as-built drawings
- Aerial photography analysis
- Infrared aerial photography analysis

8.3 On-site Investigations

On-site investigations are typically performed by dye testing the plumbing systems of households and buildings. Where septic systems are prevalent, inspections of tanks and drain fields may be needed.

8.4 Septic System Investigations

If a septic system is suspected as the source of an illicit discharge, the City will notify the Calhoun County Health Department, Environmental Services Division using the Calhoun County Health Department Service Request form located in **Appendix E**. The service request sheet may be faxed or mailed to the Health Department.

Once a complaint is received, the Health Department will visit the property to inspect and verify the complaint. If problems are observed with the septic system, the Health Department will issue a Notice to the property owner requiring corrective actions within a certain timeframe, typically 30 days.

The Planning, Development & Stormwater Director will be responsible for coordinating with the Calhoun County Health Department, Environmental Services Division to confirm that the required corrective actions have been completed.

9. ILLICIT DISCHARGE ELIMINATION

9.1 Rationale Statement

Following the identification of an illicit discharge or connection, the City will first attempt to secure voluntary compliance through education. If corrective actions are not taken, the City will respond to identified illicit discharges, illicit connections, or illegal dumping activities using the enforcement actions defined in the Illicit Discharge and Connection Ordinance located in **Appendix D**.

Under the provisions of the Illicit Discharge and Connection Ordinance discussed in Section 6 of this plan, the City may immediately levy fines if the violation is found to be willful, intentional, or egregious.

9.2 Voluntary Compliance

When an illicit discharge or illicit connection is identified, the City will first pursue voluntary compliance through responsible party education. Business operators and property owners may not be aware of illicit connections or illegal discharge activities on their property, or the illicit discharge/connection may have been legal at one time. In these cases, the non-compliance may be adequately addressed by providing information about the connection or operation, the environmental consequences of the illicit discharge, and suggestions on how to remedy the problem.

Upon the identification of an illicit discharge or illicit connection, the responsible parties will be notified by the City for the immediate removal and cessation of the improper disposal practices. Where the removal or cessation of the illicit discharge or illicit connection within ten (10) working days is not possible, the responsible parties shall provide an expeditious schedule for removal of the discharge. In the interim, the responsible parties shall take all reasonable and prudent measures to minimize the discharge of pollutants to the MS4. The City will conduct follow-up visits to verify compliance.

9.3 Enforcement Actions

When voluntary compliance does not produce the desired result, the City is required to pursue follow-up enforcement action.

Section 12-144 of the Illicit Discharge and Connection Ordinance provides for the issuance of a Warning Notice specifying the violation and requesting the discharger to immediately investigate the matter and correct the violation.

Section 12-144 of the Illicit Discharge and Connection Ordinance provides for the issuance of a Notice of Violation (NOV). The NOV will contain a description of the necessary remedial measures as well as a deadline for completing them. The NOV will also specify the potential consequences of failing to meet the prescribed deadline.

If the terms of the NOV are not met by the discharger, Section 12-144 of the Illicit Discharge and Connection Ordinance provides for the assessment of civil penalties. Section 12-144 of the Illicit Discharge and Connection Ordinance provides for criminal prosecution.

All enforcement actions will be the responsibility of the Planning, Development & Stormwater Director.

9.4 Corrective Action Record Keeping

When a suspect illicit discharge or illicit connection is identified, the Planning, Development & Stormwater Director will open an Illicit Discharge Detection and Elimination Case Log located in **Appendix E** detailing:

- Type of suspected discharge
- Location of suspected discharge

- Copy of the Outfall inventory, Complaint Form, Health Department Service Request
- IDDE investigation activities and dates
- IDDE investigation results
- Responsible party information
- All communications with the responsible party
- Proof of corrective actions

Throughout the problem investigation and corrective action activities, all information related to the incident or property in question should be documented in the case log.

10. PUBLIC EDUCATION

10.1 Rationale Statement

Part II.B.2. of the ADEM NPDES Permit No. ALR040051 requires that the City implement an ongoing program to detect and eliminate illicit discharges and illicit connections to the MS4.

As part of the City's Stormwater Management Program (SWMP), the City will implement strategies that will inform, involve, and educate the target audiences about ways to become involved in the Illicit Discharge Detection and Elimination Program

The strategies will include distribution of IDDE educational materials, maintaining municipal drop-off days, maintaining a storm drain marking program, maintaining a reporting and tracking system for complaints initiated by the public, and municipal employee training regarding illicit discharges.

10.2 Target Audiences

The target audiences and subject areas for the IDDE Program that are likely to have significant stormwater impacts should include, but are not limited to the following:

- 1) **Municipal Employees**
 - a. Primarily responsible for identifying and reporting illicit discharges
 - b. Responsible for preventing illicit discharges associated with municipal operations
- 2) **General Public** (homeowners and citizens)
 - a. Potential contributors of illicit discharges from activities such as dumping paint, motor oil, or other chemicals into a storm drain
 - b. Encouraged to report potential illicit discharges
- 3) **Engineers, Contractors, and Developers**

- a. Potential contributors of illicit discharges through project design and oversight, through dumping of paint, concrete, washout water, oil, gas, other chemicals, or construction site silt and sediments into the stormwater system.
- 4) **Businesses, including Home-Based and Mobile**
- a. Potential contributors of illicit discharges through unpermitted or facilities
 - b. Potential contributors of illicit discharges through improper facility operations or lack of best management practices

10.3 Municipal Employees

In coordination with the Pollution Prevention and Good Housekeeping for Municipal Operations control measure discussed in the City's Stormwater Management Program (SWMP), municipal employees will participate in annual training regarding the prevention of stormwater pollution at municipal facilities or related to municipal activities. This training will focus on pollution prevention, good housekeeping measures, and illicit discharge detection. Specific municipal operations such as fueling, vehicle maintenance, vehicle washing, paint and paint waste storage and disposal, and used oil disposal may be addressed.

10.4 General Public

In coordination with the public education and public involvement on stormwater impacts control measures discussed in the City's SWMP, the City will prepare and distribute educational materials at various public locations and community events. The educational materials may include, but are not limited to those detailed in SWMP Section 3.3.

The City will establish municipal drop-off and clean-up days for the community and volunteers to pick-up and to dispose of electronics, used oil, paint, antifreeze, and pesticides. The City will also partner with individuals or civic organizations to perform storm drain marking to label storm drains with a 'no dumping' message.

In coordination with the illicit discharge detection and elimination (IDDE) program control measure in the City's SWMP, the City will provide a reporting and tracking system for the public regarding non-compliant construction sites, illicit discharges (including spills and illegal dumping), impaired waterways, and violations of ordinances related to stormwater pollution. The public can contact City Hall to report an issue. The public may file an anonymous complaint or fill out a Complaint Form located in **Appendix E**. The City will track the complaint, resolve the complaint, or determine the complaint lacked sufficient information to resolve.

10.5 Engineers, Contractors, and Developers

In coordination with the public education and public involvement on stormwater impact control measure in the City's SWMP, the City will prepare and distribute educational materials to those requesting building/development permits. These educational materials may include information on construction

stormwater permitting, erosion and sediment controls, the impacts of sediment on water quality, proper disposal of construction waste, or proper storage and disposal of paints and paint waste.

10.6 Local Businesses

In coordination with the public education and public involvement on stormwater impact minimum stormwater control measure in the City’s SWMP, the City will prepare and distribute educational materials to those at various public locations and community events. The educational materials may include information on proper disposal of hazardous household wastes, pesticide or fertilizer use, vehicle washing, septic tank maintenance, or run-off management.

The City will also prepare educational materials for distribution during illicit discharge investigation activities. These educational materials will provide information on common illicit discharges, NPDES permitting, and the City’s Illicit Discharge and Connection Ordinance.

11. RESPONSIBLE PARTIES

The Planning, Development & Stormwater Director is responsible for the coordination and implementation of the IDDE Program. The Mayor is responsible for all signatory requirements for all Notices of Intent, reports, certifications, or other information submitted to the ADEM.

11.1 Coordination Between Entities

Coordination between departments and individuals within the City of Jacksonville is critical to effective implementation of the IDDE Program. Departments involved in executing the components of the IDDE Program are:

Table 16. Contacts for IDDE Program Implementation

DEPARTMENT	CONTACT	PHONE
City of Jacksonville Street Department	Street and Sanitation Superintendent	(256) 435-3582
City of Jacksonville Planning and Building Department	Planning, Development & Stormwater Director	(256) 782-3840
City of Jacksonville Water Works, Gas & Sewer Board	Utility Maintenance Supervisor and Water and Waste Water Plant Manager	(256) 435-7657

12. PROGRAM EVALUATION

12.1 Rationale Statement

The IDDE program is currently based on assumptions of illicit discharge types and potential. As the program moves forward and more data become available, the IDDE Program will be adapted to reflect the actual scope and nature of illicit discharges and connections within the Jacksonville MS4.

12.2 IDDE Tracking System

Suspected illicit discharges and connections will be logged in a case file and may be entered into the existing GIS database. The data collected in the tracking system will be reviewed annually to help identify common illicit discharge types and locations.

As specific illicit discharges are identified, the monitoring results may be used to compile benchmarks for common illicit discharge types. The indicators listed in Section 7.10 may require adjustment for conditions specific to Jacksonville, Alabama.

Results of the tracking system evaluation and/or indicator benchmark assessment will be discussed in the Annual Report.

12.3 Priority Areas

Currently, priority subwatersheds are identified based on age of infrastructure, land use and industrial density, septic system density, number of past illicit discharge reports or complaints, and the outfall inspection results. Illicit discharge potential (IDP) scores are calculated using the methods described in Section 3.

The purpose of designating priority areas is to pin-point areas where program funds and efforts can be targeted to the most effect. Too few or too many priority areas are not beneficial to the implementation of the IDDE program; therefore, the methods for determining priority areas will be evaluated annually to ensure that the criteria are not too inclusive or exclusive.

In determining the priority areas, the ADEM NPDES Permit No.AL040051 requires the City to evaluate certain conditions such as:

- Land uses associated with business/industrial activities present;
- Areas where complaints have been registered in the past; and
- Areas with storage of large quantities of materials that could result in spills.

Additional criteria may be removed or added as necessary. The rationale for eliminating or adding criteria will be discussed in the Annual Report.

12.4 Field Screening

The field screening values identified in Section 7.8 are currently based on values obtained by other municipalities in other areas of the state. Once enough data has been collected, the City will review the results from both unlikely and suspect flows and determine if the screening values should adjusted.

13. AGENCY CERTIFICATION

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 submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.



Johnny L. Smith, Mayor
City of Jacksonville, Alabama

12/21/16

Date

**CITY OF JACKSONVILLE STORMWATER
MANAGEMENT PROGRAM**
ADEM NPDES Permit No. ALR040051

APPENDIX D – CITY OF JACKSONVILLE, AL ORDINANCES

- D.1 - Code of Ordinances, Chapter 12 (Floods), Article III (Stormwater Run-Off Management)
- D.2 - Ordinance O-592-17 adopted December 5, 2016
- D.3 - Code of Ordinances Chapter 12 (floods), Article IV (Illicit Discharge and Connection Ordinance)

**CITY OF JACKSONVILLE STORMWATER
MANAGEMENT PROGRAM**
ADEM NPDES Permit No. ALR040051

ATTACHMENT D.1

City of Jacksonville, Alabama
Code of Ordinances
Chapter 12 (Floods), Article III (Stormwater Run-off Management)

CHAPTER 10. – FLOODS

ARTICLE III. - STORMWATER RUN-OFF MANAGEMENT

Sec. 12-104. - Purpose.

These regulations shall hereafter be known, cited and referred to as the "Stormwater Run-off Management Regulations" of the City of Jacksonville, Alabama.

(Ord. No. O-546-13, § 1(A), 2-11-2013)

Sec. 12-105. - Applicability.

- (a) Any person, firm, corporation or business proposing to construct buildings or develop land within the city shall apply to the planning commission for approval of a stormwater management plan. Prior to approval by the planning commission for sites one acre and above (or such requirements as adopted by the Alabama Department of Environmental Management, hereby known as ADEM) the developer shall furnish proof of obtaining an ADEM stormwater discharge permit and shall be responsible for maintaining said stormwater best management practices until the completion of the project. All other sites shall have a stormwater management plan approved only by the planning commission. No land shall be developed except upon approval of such plan.
- (b) The following shall be excluded from this section:
 - (1) Minor land-disturbing activities such as home gardens, home landscaping, repairs, or related activities.
 - (2) Construction of single family residences when they are constructed by or under contract with the owner for his own occupancy.
 - (3) Agricultural practices or construction of farm buildings, when conducted in compliance with all applicable best management practices.
 - (4) Private and commercial forestry activities, when conducted in compliance with all applicable best management practices.
 - (5) Construction or maintenance projects, or both, undertaken or financed in whole or in part, or both by:
 - a. The Alabama Department of Transportation;
 - b. Any county or municipality of the state;
 - c. The Soil Conservation Service;
 - d. The United States Department of Agriculture;
 - e. A public utility under the regulatory jurisdiction of the Public Service Commission.
 - (6) Construction of one and two family dwellings and allowable accessory structures on a lot less than one acre that is not within a designated flood hazard area and when the property is within a recorded subdivision that has been approved by the Jacksonville Planning Commission.

(Ord. No. O-546-13, § 1(B), 2-11-2013; Ord. No. O-555-14, § 1, 10-14-2013)

Sec. 12-106. - Design criteria.

- (a) The stormwater run-off calculations shall be based on a 25-year storm frequency; however, if property or drainage structure is located in a 100-year floodplain then the calculations shall be based on a 100-year storm frequency.
- (b) The post-construction run-off shall be less than or equal to pre-construction run-off based on the required design storm frequency.

(c) The content of the stormwater management plan shall consist of measures that will safely convey run-off to a stable outlet using storm drain piping, diversions, ditches or swales, retention structures or similar conservation measures. These measures shall minimize flooding and damage to downstream facilities resulting from increased post-construction run-off from the site. The plan shall also provide provisions to minimize erosion from the construction activities by the use of silt fencing, hay bales, check dams, sediment ponds, etc. These measures for conveyance of run-off and erosion control shall be operational prior to the start of construction.

(Ord. No. O-546-13, § 1(C), 2-11-2013)

Sec. 12-107. - Method of determining run-off.

Developments where the area contributing run-off is 25 acres or less shall be designed using the rational method of calculating run-off. Developments where the area contributing run-off is greater than 25 acres but less than or equal to 200 acres shall be designed using either the rational method of calculating run-off or other methods as approved by the planning commission. For developments where the area contributing run-off is 200 acres or more, the applicant shall use state regression equations or submit a method of evaluation for the calculation of run-off to the planning commission for review and approval. All such development proposals shall be prepared by a licensed professional engineer.

(Ord. No. O-546-13, § 1(D), 2-11-2013)

Sec. 12-108. - Review of plan.

The planning commission may request assistance from other qualified experts in evaluating the applicant's proposed measures to comply with these requirements.

(Ord. No. O-546-13, § 1(E), 2-11-2013)

Sec. 12-109. - Emergency corrective actions penalty.

In the event the city directs the developer to take necessary emergency stormwater run-off or sediment control actions to prevent or limit inconvenience or harm to any adjacent or affected properties, the developer shall be responsible for any and all costs associated with such corrective actions. If the developer fails to take such corrective actions and the city must perform such corrective actions, the developer shall be responsible for any and all costs associated with such corrective actions.

(Ord. No. O-547-13, § 1(F), 2-25-2013)

Sec. 12-110. - Requirements for existing problem locations.

When the city becomes aware of a problem location, the city shall in writing notify the owners of the existing locations and developments of specific drainage, erosion or sediment problems affecting such locations and developments, and the action required to correct those problems. The notice shall also specify a reasonable time for compliance. (Ord. No. O-555-14, § 2(G), 10-14-2013)

Sec. 12-111. - Enforcement

The provisions of this chapter shall be administered and enforced by the building inspector or his duly appointed representative.

(Ord. No. O-562-14, § 1(H), 2-24-2014) Secs. 12-112—12-130. - Reserved.

**CITY OF JACKSONVILLE STORMWATER
MANAGEMENT PROGRAM**
ADEM NPDES Permit No. ALR040051

ATTACHMENT D.2

City of Jacksonville, Alabama
Ordinance O-592-17, (Creating Section 12-112 Post-Construction Stormwater Management)

Ordinance # 0-592-17

**CREATE SECTION 12-112, POST-CONSTRUCTION STORMWATER MANAGEMENT,
OF THE CODE OF ORDINANCES OF THE
CITY OF JACKSONVILLE, ALABAMA**

WHEREAS, the City of Jacksonville operates under the requirements of the Alabama Department of Environmental Management (ADEM) National Pollutant Discharge Elimination System (NPDES) Permit; and

WHEREAS, this permit authorizes stormwater discharges from regulated small municipal separate storm sewer systems (MS4); and

WHEREAS, the City of Jacksonville must be compliant with the ADEM NPDES Permit by developing, implementing, and enforcing a program to address post-construction stormwater management; and

WHEREAS, the City of Jacksonville finds it necessary to enact an ordinance to address and enforce post-construction stormwater management to prevent or minimize water quality impacts; and

NOW, THEREFORE BE IT ORDAINED by the City Council of the City of Jacksonville, Alabama, as follows:

SECTION 1. Section 12-112 of the code of the City of Jacksonville, Alabama, is hereby created to read as follows:

1. Purpose.

The purpose of post-construction stormwater management (PSCWM) is to provide measures that will take place after construction occurs on a Qualifying Site. These measures include Best Management Practices (BMPs), both structural and non-structural which may include low impact development (LID) and green infrastructure practices (GIP). These measures will provide and maintain permanent stormwater management to prevent or minimize water quality impacts, and ensure that the volume and velocity of pre-construction stormwater runoff is not exceeded for the life of the property's use to the maximum extent practical (MEP).

2. Qualifying Site.

Qualifying Site is any new development site or re-development site that results in a total land disturbance of one or more acres and sites that disturb less than one acre but are a part of a larger common development or sale that would disturb one or more acres.

3. Structural BMPs.

Structural BMPs may include, but not be limited to the following: detention/ retention devices, check dams, drainage swales, lined ditches, infiltration basins, porous pavement, outlet protection, velocity dissipation devices, slope protection, constructed wetlands, rain gardens, catch basin inserts, vegetated filter strips, and rain barrels.

4. Non-structural BMPs.

Non-structural BMPs may include but not be limited to the following: preservation of open spaces and vegetation, establishment of conservation easements, establishment of buffers along streams and other waters, maintenance of vegetation, BMP inspection and maintenance, planning for future development or redevelopment.

5. Stormwater Design and Management Standards.

By reference in this Section, the City adopts the following as standards for stormwater design, BMPs, LID, and GIP.

- a. The latest version of the "Alabama Handbook for Erosion Control, Sedimentation Control and Stormwater Management on Construction Sites and Urban Areas", Volumes 1 and 2.
- b. The latest version of the "Low Impact Development Handbook for the State of Alabama".

6. Post-Construction Stormwater Management (PCSWM).

As part of the City's Application for Development Review, all Qualifying Sites shall include PCSWM as part of the BMP Plan.

The PCSWM shall include the following.

- a. Design procedures and strategies that will address and identify the specific PCSWM measures (structural BMPs, non-structural BMPs, LID, and GIP), to the MEP, that will remain after construction is completed for the life of the property's use. A design rainfall event with an intensity up to that of a 25 year storm event shall be the basis for the design and implementation of post-construction measures.
- b. Procedures and strategies that will address adequate long-term operation and maintenance of the PCSWM measures. One or more of the following shall be applicable (as determined by the City) to establish the responsible party for long-term operation and maintenance. The document(s) shall be provided to the City for

review. Upon approval, an executed copy shall be put on file in the Planning Department:

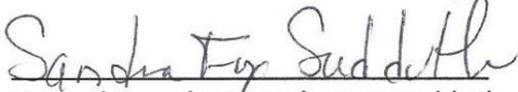
- i. The developer's signed statement accepting responsibility for maintenance until the maintenance responsibility is legally transferred to another part.
 - ii. Written conditions in the sales or lease agreement that require the recipient to assume responsibility for maintenance.
 - iii. Written conditions in project conditions, covenants, and restrictions for residential properties assigning maintenance responsibilities to a Home Owner's Association or other appropriate group.
 - iv. Any other legally enforceable agreement that assigns permanent responsibility for maintenance.
- c. Procedures and strategies that will address inspections (at least once per year) of the PCSWM measures, require corrective actions to poorly functioning or inadequately maintained PCSWM measures, and require record keeping of maintenance activities, inspections, and corrective actions. These records shall be made available to ADEM upon request and copies shall be provided to the City on an annual basis. The City will also perform inspections (at least once per year) in order to verify the records submitted and to confirm that PCSWM measures are functioning as designed.

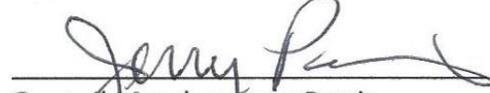
7. Failure to Meet or Maintain Design or Maintenance Standards.

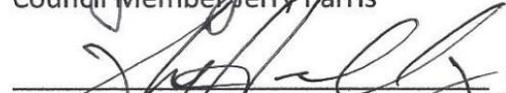
If a responsible party fails or refuses to meet the design, operation, or maintenance standards required for the PCSWM measures under this Section, the City, after reasonable notice, may correct a violation of the design standards, operation, or maintenance needs by performing all necessary work to place the measures in proper working condition. In the event that the PCSWM measures becomes a danger to public safety or public health, the City shall notify in writing the responsible party for changes to design, operation, maintenance, and repairs of the PCSWM measures. Upon receipt of that notice, the responsible party shall have 14 calendar days, or such additional time as the City shall determine to be reasonably necessary to complete the action, to make changes to design, operation, maintenance, and repairs of the measures in an approved manner. In the event that corrective action is not undertaken within that time, the City may take necessary corrective action. The cost of any action by the City under this Section shall be billed to the responsible party. If the responsible party refuses to pay the bill, the City is entitled to bring an action against the responsible party to pay, file a lien against the property, or both. Costs shall include interest, collection fees, and reasonable attorney fees.

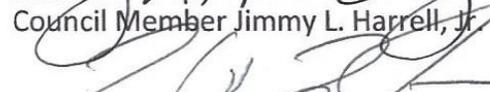
SECTION 2. This ordinance shall become effective upon its adoption and publication as required by law.

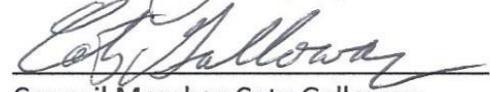
PASSED AND ADOPTED, this the 5th day of December, 2016.

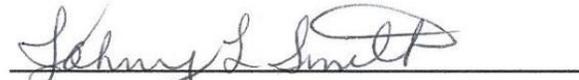

Council President Sandra Fox Sudduth


Council Member Jerry Parris

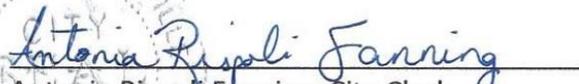

Council Member Jimmy L. Harrell, Jr.

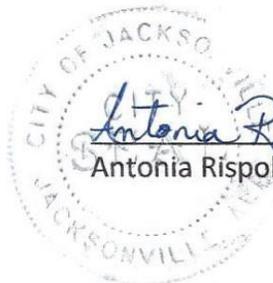

Council Member Tony Taylor


Council Member Coty Galloway


Approved by Mayor Johnny L. Smith

ATTEST:


Antonia Rispoli Fanning, City Clerk



**CITY OF JACKSONVILLE STORMWATER
MANAGEMENT PROGRAM**
ADEM NPDES Permit No. ALR040051

ATTACHMENT D.3

City of Jacksonville, Alabama
Code of Ordinances
Chapter 12 (floods), Article IV (Illicit Discharge and Connection Ordinance)

CHAPTER 12. - FLOODS

ARTICLE IV. - ILLICIT DISCHARGE AND CONNECTION ORDINANCE

Sec. 12-131. - Purpose/intent.

The purpose of this article is to provide for the health, safety, and general welfare of the citizens of City of Jacksonville (hereinafter referred to as city) through the regulation of non-storm water discharges to the storm drainage system to the maximum extent practicable as required by federal and state law. This article establishes methods for controlling the introduction of pollutants into the municipal separate storm sewer system (MS4) in order to comply with requirements of the National Pollutant Discharge Elimination System (NPDES) permit process. The objectives of this article are:

- (1) To regulate the contribution of pollutants to the MS4 by storm water discharges by any user.
- (2) To prohibit illicit connections and discharges to the MS4.
- (3) To establish legal authority to carry out all inspection, surveillance, monitoring, and enforcement procedures necessary to ensure compliance with this article.

(Ord. No. O-563-14, § 1, 2-24-2014)

Sec. 12-132. - Definitions.

For the purposes of this article, the following shall mean:

Authorized enforcement agency. Employees or designees of the director of the municipal agency designated to enforce this article.

Best Management Practices (BMPs). Schedules of activities, prohibitions of practices, general good housekeeping practices, pollution prevention and educational practices, maintenance procedures, and other management practices to prevent or reduce the discharge of pollutants directly or indirectly to storm water, receiving waters, or storm water conveyance systems. BMPs also include treatment practices, operating procedures, and practices to control site run-off, spillage or leaks, sludge or water disposal, or drainage from raw materials storage.

Clean Water Act. The Federal Water Pollution Control Act (33 U.S.C. § 1251 et seq.), and any subsequent amendments thereto.

Construction activity. Activities subject to NPDES Construction Permits. These include construction projects resulting in land disturbance of one acre or more. Such activities include but are not limited to clearing and grubbing, grading, excavating, and demolition.

Hazardous materials. Any material, including any substance, waste, or combination thereof, which because of its quantity, concentration, or physical, chemical, or infectious characteristics may cause, or significantly contribute to, a substantial present or potential hazard to human health, safety, property, or the environment when improperly treated, stored, transported, disposed of, or otherwise managed.

Illegal discharge. Any direct or indirect non-storm water discharge to the storm drain system, except as exempted in section 12-138 of this article.

Illicit connections. An illicit connection is defined as either of the following:

—Any drain or conveyance, whether on the surface or subsurface that allows an illegal discharge to enter the storm drain system including but not limited to any conveyances that allow any non-storm water discharge including sewage, process wastewater, and wash water to enter the storm drain system and any connections to the storm drain system from indoor drains and sinks, regardless of whether said drain or connection had been previously allowed, permitted, or approved by an authorized enforcement agency or,

—Any drain or conveyance connected from a commercial or industrial land use to the storm drain system that has not been documented in plans, maps, or equivalent records and approved by an authorized enforcement agency.

Industrial activity. Activities subject to NPDES Industrial Storm Water Permits as defined in 40 CFR, Section 122.26 (b)(14).

Municipal Separate Storm Sewer System (MS4). The system of conveyances (including sidewalks, roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, man-made channels, or storm drains) owned and operated by the city and designed or used for collecting or conveying storm water, and that is not used for collecting or conveying sewage.

National Pollutant Discharge Elimination System (NPDES) Storm Water Discharge Permit. Means a permit issued by EPA (or by a State under authority delegated pursuant to 33 USC § 1342(b)) that authorizes the discharge of pollutants to waters of the United States, whether the permit is applicable on an individual, group, or general area-wide basis.

Non-storm water discharge. Any discharge to the storm drain system that is not composed entirely of storm water.

Person. Any individual, association, organization, partnership, firm, corporation or other entity recognized by law and acting as either the owner or as the owner's agent.

Pollutant. Anything which causes or contributes to pollution. Pollutants may include, but are not limited to: paints, varnishes, and solvents; oil and other automotive fluids; non-hazardous liquid and solid wastes and yard wastes; refuse, rubbish, garbage, litter, or other discarded or abandoned objects, ordinances, and accumulations, so that same may cause or contribute to pollution; floatables; pesticides, herbicides, and fertilizers; hazardous substances and wastes; sewage, fecal coliform and pathogens; dissolved and particulate metals; animal wastes; wastes and residues that result from constructing a building or structure; and noxious or offensive matter of any kind.

Premises. Any building, lot, parcel of land, or portion of land whether improved or unimproved including adjacent sidewalks and parking strips.

Storm drainage system. Publicly-owned facilities by which storm water is collected and/or conveyed, including but not limited to any roads with drainage systems, municipal streets, gutters, curbs, inlets, piped storm drains, pumping facilities, retention and detention basins, natural and human-made or altered drainage channels, reservoirs, and other drainage structures.

Storm water. Any surface flow, run-off, and drainage consisting entirely of water from any form of natural precipitation, and resulting from such precipitation.

Storm water management plan. A document which describes the Best Management Practices and activities to be implemented by a person or business to identify sources of pollution or contamination at a site and the actions to eliminate or reduce pollutant discharges to storm water, storm water conveyance systems, and/or receiving waters to the maximum extent practicable.

Wastewater. Any water or other liquid, other than uncontaminated storm water, discharged from a facility.

(Ord. No. O-563-14, § 2, 2-24-2014)

Sec. 12-133. - Applicability.

This article shall apply to all water entering the storm drain system generated on any developed and undeveloped lands unless explicitly exempted by the city.

(Ord. No. O-563-14, § 3, 2-24-2014)

Sec. 12-134. - Responsibility for administration.

The city shall administer, implement, and enforce the provisions of this article. Any powers granted or duties imposed upon the city may be delegated in writing by the director of the city to persons or entities acting in the beneficial interest of or in the employ of the agency.

(Ord. No. O-563-14, § 4, 2-24-2014)

Sec. 12-135. - Compatibility with other regulations.

This article is not intended to modify or repeal any other ordinance, rule, regulation, or other provision of law. The requirements of this article are in addition to the requirements of any other ordinance, rule, regulation, or other provision of law, and where any provision of this article imposes restrictions different from those imposed by any other ordinance, rule, regulation, or other provision of law, whichever provision is more restrictive or imposes higher protective standards for human health or the environment shall control.

(Ord. No. O-563-14, § 5, 2-24-2014)

Sec. 12-136. - Severability.

The provisions of this article are hereby declared to be severable. If any provision, clause, sentence, or paragraph of this article or the application thereof to any person, establishment, or circumstances shall be held invalid, such invalidity shall not affect the other provisions or application of this article.

(Ord. No. O-563-14, § 6, 2-24-2014)

Sec. 12-137. - Ultimate responsibility.

The standards set forth herein and promulgated pursuant to this article are minimum standards; therefore this article does not intend or imply that compliance by any person will ensure that there will be no contamination, pollution, or unauthorized discharge of pollutants.

(Ord. No. O-563-14, § 7, 2-24-2014)

Sec. 12-138. - Discharge prohibitions.

(a) Prohibition of illegal discharges. No person shall throw, drain, or otherwise discharge, cause, or allow others under its control to throw, drain, or otherwise discharge into the MS4 any pollutants or waters containing any pollutants, other than storm water.

The commencement, conduct or continuance of any illegal discharge to the storm drain system is prohibited except as described as follows:

- (1) The following discharges are exempt from discharge prohibitions established by this article: 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 wetlands, dechlorinated swimming pool discharges, and street wash water.
- (2) Discharges or flow from firefighting, and other discharges specified in writing by the city as being necessary to protect public health and safety.
- (3) Discharges associated with dye testing, however this activity requires a verbal notification to the city prior to the time of the test.
- (4) The prohibition shall not apply to any non-storm water discharge permitted under an NPDES permit, waiver, or waste discharge order issued to the discharger and administered under the authority of the

United States Environmental Protection Agency (EPA), provided that the discharger is in full compliance with all requirements of the permit, waiver, or order and other applicable laws and regulations, and provided that written approval has been granted for any discharge to the storm drain system.

(b) Prohibition of illicit connections.

- (1) The construction, use, maintenance or continued existence of illicit connections to the storm drain system is prohibited.
- (2) This prohibition expressly includes, without limitation, illicit connections made in the past, regardless of whether the connection was permissible under law or practices applicable or prevailing at the time of connection.
- (3) A person is considered to be in violation of this article if the person connects a line conveying sewage to the MS4, or allows such a connection to continue.
- (4) Improper connections in violation of this article must be disconnected and redirected, if necessary, to an approved onsite wastewater management system or the sanitary sewer system upon approval of the city.
- (5) Any drain or conveyance that has not been documented in plans, maps or equivalent, and which may be connected to the storm sewer system, shall be located by the owner or occupant of that property upon receipt of written notice of violation from the city requiring that such locating be completed. Such notice will specify a reasonable time period within which the location of the drain or conveyance is to be determined, that the drain or conveyance be identified as storm sewer, sanitary sewer or other, and that the outfall location or point of connection to the storm sewer system, sanitary sewer system or other discharge point be identified. Results of these investigations are to be documented and provided to the city.

(Ord. No. O-563-14, § 8, 2-24-2014)

Sec. 12-139. - Watercourse protection.

Every person owning property through which a watercourse passes, or such person's lessee, shall keep and maintain that part of the watercourse within the property free of trash, debris, excessive vegetation, and other obstacles that would pollute, contaminate, or significantly retard the flow of water through the watercourse. In addition, the owner or lessee shall maintain existing privately owned structures within or adjacent to a watercourse, so that such structures will not become a hazard to the use, function, or physical integrity of the watercourse.

(Ord. No. O-563-14, § 9, 2-24-2014)

Sec. 12-140. - Industrial or construction activity discharges.

(a) Submission of NOI to city.

- (1) Any person subject to an industrial or construction activity NPDES storm water discharge permit shall comply with all provisions of such permit. Proof of compliance with said permit may be required in a form acceptable to the city prior to the allowing of discharges to the MS4.
- (2) The operator of a facility, including construction sites, required to have an NPDES permit to discharge storm water associated with industrial activity shall submit a copy of the Notice of Intent (NOI) to the city at the same time the operator submits the original Notice of Intent to the ADEM.
- (3) The copy of the Notice of Intent may be delivered to the city either in person or by mailing it to:

Notice of Intent to Discharge Storm Water

City of Jacksonville, Alabama

320 Church Avenue, NE

Jacksonville, AL 36265

- (4) A person commits an offense if the person operates a facility that is discharging storm water associated with industrial activity without having submitted a copy of the Notice of Intent to do so to the city.

(Ord. No. O-563-14, § 10, 2-24-2014)

Sec. 12-141. - Compliance monitoring

- (a) Right of entry: inspection and sampling. The city shall be permitted to enter and inspect facilities subject to regulation under this article as often as may be necessary to determine compliance with this article.
 - (1) If a discharger has security measures in force which require proper identification and clearance before entry into its premises, the discharger shall make the necessary arrangements to allow access to representatives of the city.
 - (2) Facility operators shall allow the city ready access to all parts of the premises for the purposes of inspection, sampling, examination and copying of records that must be kept under the conditions of an NPDES permit to discharge storm water, and the performance of any additional duties as defined by state and federal law.
 - (3) The city shall have the right to set up on any permitted facility such devices as are necessary in the opinion of the city to conduct monitoring and/or sampling of the facility's storm water discharge.
 - (4) The city has the right to require the discharger to install monitoring equipment as necessary. The facility's sampling and monitoring equipment shall be maintained at all times in a safe and proper operating condition by the discharger at its own expense. All devices used to measure storm water flow and quality shall be calibrated to ensure their accuracy.
 - (5) Any temporary or permanent obstruction to safe and easy access to the facility to be inspected and/or sampled shall be promptly removed by the operator at the written or oral request of the city and shall not be replaced. The costs of clearing such access shall be borne by the operator.
 - (6) Unreasonable delays in allowing the city access to a permitted facility is a violation of a storm water discharge permit and of this article. A person who is the operator of a facility with an NPDES permit to discharge storm water associated with industrial activity commits an offense if the person denies the city reasonable access to the permitted facility for the purpose of conducting any activity authorized or required by this article.
- (b) Search warrants. If the city has been refused access to any part of the premises from which storm water is discharged, and he/she is able to demonstrate probable cause to believe that there may be a violation of this article, or that there is a need to inspect and/or sample as part of a routine inspection and sampling program designed to verify compliance with this article or any order issued hereunder, or to protect the overall public health, safety, and welfare of the community, then the city may seek issuance of a search warrant from any court of competent jurisdiction.

(Ord. No. O-563-14, § 11, 2-24-2014)

Sec. 12-142. - Requirement to prevent, control, and reduce storm water pollutants by the use of Best Management Practices.

city will adopt requirements identifying Best Management Practices for any activity, operation, or facility which may cause or contribute to pollution or contamination of storm water, the storm drain system, or waters of the United States. The owner or operator of such activity, operation, or facility shall provide, at their own expense, reasonable protection from accidental discharge of prohibited materials or other wastes into the municipal storm drain system or watercourses through the use of these structural and non-structural BMPs. Further, any person

responsible for a property or premise that is, or may be, the source of an illicit discharge, may be required to implement, at said person's expense, additional structural and non-structural BMPs to prevent the further discharge of pollutants to the MS4. Compliance with all terms and conditions of a valid NPDES permit authorizing the discharge of storm water associated with industrial activity, to the extent practicable, shall be deemed compliance with the provisions of this section. These BMPs shall be part of a storm water management plan (SWMP) as necessary for compliance with requirements of the NPDES permit.

(Ord. No. O-563-14, § 12, 2-24-2014)

Sec. 12-143. - Notification of spills.

Notwithstanding other requirements of law, as soon as any person responsible for a facility or operation, or responsible for emergency response for a facility or operation has information of any known or suspected release of materials which are resulting or may result in illegal discharges or pollutants discharging into storm water, the storm drain system, or waters of the United States, said person shall take all necessary steps to ensure the discovery, containment, and cleanup of such release. In the event of such a release of hazardous materials said person shall immediately notify emergency response agencies of the occurrence via emergency dispatch services. In the event of a release of non-hazardous materials, said person shall notify the city in person or by phone or facsimile no later than the next business day. Notifications in person or by phone shall be confirmed by written notice addressed and mailed to the city within seven business days of the phone notice. If the discharge of prohibited materials emanates from a commercial or industrial establishment, the owner or operator of such establishment shall also retain an on-site written record of the discharge and the actions taken to prevent its recurrence. Such records shall be retained for at least ten years. Failure to provide notification of a release as provided above is a violation of this article.

(Ord. No. O-563-14, § 13, 2-24-2014)

Sec. 12-144. - Violations, enforcement, and penalties.

- (a) Violations. It shall be unlawful for any person to violate any provision or fail to comply with any of the requirements of this article. Any person who has violated or continues to violate the provisions of this article, may be subject to the enforcement actions outlined in this section or may be restrained by injunction or otherwise abated in a manner provided by law.

In the event the violation constitutes an immediate danger to public health or public safety, the city is authorized to enter upon the subject private property, without giving prior notice, to take any and all measures necessary to abate the violation and/or restore the property. The city is authorized to seek costs of the abatement as outlined in section 12-147.

- (b) Warning notice. When the city finds that any person has violated, or continues to violate, any provision of this article, or any order issued hereunder, the city may serve upon that person a written warning notice, specifying the particular violation believed to have occurred and requesting the discharger to immediately investigate the matter and to seek a resolution whereby any offending discharge will cease. Investigation and/or resolution of the matter in response to the warning notice in no way relieves the alleged violator of liability for any violations occurring before or after receipt of the warning notice. Nothing in this subsection shall limit the authority of the city to take any action, including emergency action or any other enforcement action, without first issuing a warning notice.
- (c) Notice of violation. Whenever the city finds that a person has violated a prohibition or failed to meet a requirement of this article, the city may order compliance by written notice of violation to the responsible person.

The notice of violation shall contain:

- (1) The name and address of the alleged violator;
- (2) The address when available or a description of the building, structure or land upon which the violation is occurring, or has occurred;

- (3) A statement specifying the nature of the violation;
- (4) A description of the remedial measures necessary to restore compliance with this article and a time schedule for the completion of such remedial action;
- (5) A statement of the penalty or penalties that shall or may be assessed against the person to whom the notice of violation is directed;
- (6) A statement that the determination of violation may be appealed to the city by filing a written notice of appeal within seven days of service of notice of violation; and
- (7) A statement specifying that, should the violator fail to restore compliance within the established time schedule, the work will be done by a designated governmental agency or a contractor and the expense thereof shall be charged to the violator.

Such notice may require without limitation:

- (1) The performance of monitoring, analyses, and reporting;
 - (2) The elimination of illicit connections or discharges;
 - (3) That violating discharges, practices, or operations shall cease and desist;
 - (4) The abatement or remediation of storm water pollution or contamination hazards and the restoration of any affected property
 - (5) Payment of a fine to cover administrative and remediation costs; and
 - (6) The implementation of source control or treatment BMPs.
- (d) Compensatory action. In lieu of enforcement proceedings, penalties, and remedies authorized by this article, the city may impose upon a violator alternative compensatory actions, such as storm drain stenciling, attendance at compliance workshops, creek cleanup, etc.
- (e) Suspension of MS4 access.
- (1) Emergency cease and desist orders. When the city finds that any person has violated, or continues to violate, any provision of this article, or any order issued hereunder, or that the person's past violations are likely to recur, and that the person's violation(s) has (have) caused or contributed to an actual or threatened discharge to the MS4 or waters of the United States which reasonably appears to present an imminent or substantial endangerment to the health or welfare of persons or to the environment, the city may issue an order to the violator directing it immediately to cease and desist all such violations and directing the violator to:
 - a. Immediately comply with all article requirements; and
 - b. Take such appropriate preventive action as may be needed to properly address a continuing or threatened violation, including immediately halting operations and/or terminating the discharge.

Any person notified of an emergency order directed to it under this Subsection shall immediately comply and stop or eliminate its endangering discharge. In the event of a discharger's failure to immediately comply voluntarily with the emergency order, the city may take such steps as deemed necessary to prevent or minimize harm to the MS4 or waters of the United States, and/or endangerment to persons or to the environment, including immediate termination of a facility's water supply, sewer connection, or other municipal utility services. The city may allow the person to recommence its discharge when it has demonstrated to the satisfaction of the city that the period of endangerment has passed, unless further termination proceedings are initiated against the discharger under this article. A person that is responsible, in whole or in part, for any discharge presenting imminent endangerment shall submit a detailed written statement, describing the causes of the harmful discharge and the measures taken to prevent any future occurrence, to the city within 30 days of receipt of the emergency order. Issuance of an emergency cease and desist order shall not be a bar against, or a prerequisite for, taking any other action against the violator.

- (2) Suspension due to illicit discharges in emergency situations. The city may, without prior notice, suspend MS4 discharge access to a person when such suspension is necessary to stop an actual or threatened

discharge which presents or may present imminent and substantial danger to the environment, or to the health or welfare of persons, or to the MS4 or waters of the United States. If the violator fails to comply with a suspension order issued in an emergency, the city may take such steps as deemed necessary to prevent or minimize damage to the MS4 or waters of the United States, or to minimize danger to persons.

- (3) Suspension due to the detection of illicit discharge. Any person discharging to the MS4 in violation of this article may have their MS4 access terminated if such termination would abate or reduce an illicit discharge. The city will notify a violator of the proposed termination of its MS4 access. The violator may petition the city for a reconsideration and hearing.

A person commits an offense if the person reinstates MS4 access to premises terminated pursuant to this section, without the prior approval of the city.

- (d) Civil penalties. In the event the alleged violator fails to take the remedial measures set forth in the notice of violation or otherwise fails to cure the violations described therein within 30 days, or such greater period as the city shall deem appropriate, after the city has taken one or more of the actions described above, the city may impose a penalty not to exceed \$10,000.00 (depending on the severity of the violation) for each day the violation remains unremedied after receipt of the notice of violation.
- (e) Criminal prosecution. Any person that has violated or continues to violate this article shall be liable to criminal prosecution to the fullest extent of the law, and shall be subject to a criminal penalty of \$10,000.00 per violation per day and/or imprisonment for a period of time not to exceed 365 days. Each act of violation and each day upon which any violation shall occur shall constitute a separate offense.

(Ord. No. O-563-14, § 14, 2-24-2014)

Sec. 12-145. - Appeal of notice of violation.

Any person receiving a notice of violation may appeal the determination of the city. The notice of appeal must be received within seven days from the date of the notice of violation. Hearing on the appeal before the appropriate authority or his/her designee shall take place within 30 days from the date of receipt of the notice of appeal. The decision of the municipal authority or their designee shall be final.

(Ord. No. O-563-14, § 15, 2-24-2014)

Sec. 12-146. - Enforcement measures after appeal.

If the violation has not been corrected pursuant to the requirements set forth in the notice of violation, or, in the event of an appeal, within ten days of the decision of the municipal authority upholding the decision of the city, then representatives of the city shall enter upon the subject private property and are authorized to take any and all measures necessary to abate the violation and/or restore the property. It shall be unlawful for any person, owner, agent or person in possession of any premises to refuse to allow the government agency or designated contractor to enter upon the premises for the purposes set forth above.

(Ord. No. O-563-14, § 16, 2-24-2014)

Sec. 12-147. - Cost of abatement of the violation.

Within 30 days after abatement of the violation, the owner of the property will be notified of the cost of abatement, including administrative costs. The property owner may file a written protest objecting to the amount of the assessment within ten days. If the amount due is not paid within a timely manner as determined by the decision of the municipal authority or by the expiration of the time in which to file an appeal, the charges shall become a special assessment against the property and shall constitute a lien on the property for the amount of the assessment.

Any person violating any of the provisions of this article shall become liable to the City of Jacksonville by reason of such violation. The liability shall be paid in full within 30 days.

(Ord. No. O-563-14, § 17, 2-24-2014)

Sec. 12-148. - Violations deemed a public nuisance.

In addition to the enforcement processes and penalties provided, any condition caused or permitted to exist in violation of any of the provisions of this article is a threat to public health, safety, and welfare, and is declared and deemed a nuisance, and may be summarily abated or restored at the violator's expense, and/or a civil action to abate, enjoin, or otherwise compel the cessation of such nuisance may be taken.

(Ord. No. O-563-14, § 18, 2-24-2014)

Sec. 12-149. - Remedies not exclusive.

The remedies listed in this article are not exclusive of any other remedies available under any applicable federal, state or local law and it is within the discretion of the city to seek cumulative remedies.

The city may recover all attorney's fees court costs and other expenses associated with enforcement of this article, including sampling and monitoring expenses.

(Ord. No. O-563-14, § 19, 2-24-2014)

Sec. 12-150. - Adoption of article.

This article shall be in full force and effect immediately after its final passage and adoption. All prior ordinances and parts of ordinances in conflict with this article are hereby repealed.

(Ord. No. O-563-14, § 20, 2-24-2014)

CITY OF JACKSONVILLE
STORMWATER MANAGEMENT PROGRAM
ADEM NPDES Permit No. ALR040051

APPENDIX E – FORMS/OTHER

- E.1 - Stormwater Construction Site Inspection Report
- E.2 - Application for Development Review
- E.3 - OMITTED
- E.4 - Pollution Prevention and Good Housekeeping Guidance Document
- E. 5 - Subwatershed Illicit Discharge Potential Worksheet
- E. 6 - Dry-Weather Monitoring Report
- E.7 - City of Jacksonville Complaint Form
- E.8 - Calhoun County Health Department Service Request Form
- E 9 - Illicit Discharge Detection and Elimination Case Log
- E.10 - Inspection and Correspondence Log
- E-11 - Long-Term Operation and Maintenance Agreement for Post-Construction Stormwater Management (PCSWM) Measures

CITY OF JACKSONVILLE
STORMWATER MANAGEMENT PROGRAM
ADEM NPDES Permit No. ALR040051

ATTACHMENT E.1

Stormwater Construction Site Inspection Report



Stormwater Construction Site Inspection Report

General Information	
Project Name / Building Permit Number:	
Location:	NPDES Permit Number:
Date of Inspection:	Start / End Time:
Responsible Person (RP):	
RP Tele. Number / Email:	
Inspector's Name / Title:	
Inspector's Tele. Number / Email:	
Inspector's Qualifications:	
Inspection Information	
Type of Inspection: <input type="checkbox"/> Initial <input type="checkbox"/> Regular <input type="checkbox"/> Pre-storm event <input type="checkbox"/> During storm event <input type="checkbox"/> Post-storm event	
Current Site Activity:	
Weather Information	
Has there been a storm event since the last inspection? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Weather at time of this inspection? <input type="checkbox"/> Clear <input type="checkbox"/> Cloudy <input type="checkbox"/> Rain <input type="checkbox"/> Sleet <input type="checkbox"/> Fog <input type="checkbox"/> Snowing <input type="checkbox"/> High Winds <input type="checkbox"/> Other: _____ Temperature: _____	
Have any discharges occurred since the last inspection? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Are there any discharges at the time of inspection? <input type="checkbox"/> Yes <input type="checkbox"/> No	

	BMP Type	BMP Installed?	BMP Maintenance Required?	Corrective Action Needed and Notes
1		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
2		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
3		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
4		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
5		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
6		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
7		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
8		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
9		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
10		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
11		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
12		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	

	BMP Activity	Implemented?	Maintenance Required?	Corrective Action Needed and Notes
A	Are discharge points and receiving waters free of any sediment deposits?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
B	Are storm drain inlets and pipes properly protected?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
C	Is trash and debris collected and placed in covered dumpsters?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
D	Are washout facilities (e.g., paint, stucco, concrete) available and marked?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
E	Are materials that are potential stormwater contaminants stored inside or under a cover?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
F	Are non-stormwater discharges (e.g., wash water, dewatering) properly controlled?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
G	(Other)	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	

COMMENTS

Provide any comments or describe any incidents of non-compliance not described above:

CERTIFICATION STATEMENT

“I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.”

Print name and Title: _____

Signature: _____ Date: _____

CITY OF JACKSONVILLE
STORMWATER MANAGEMENT PROGRAM
ADEM NPDES Permit No. ALR040051

ATTACHMENT E.2

Application for Development Review



APPLICATION FOR DEVELOPMENT REVIEW

GENERAL INFORMATION

Name of the Development: _____

Brief Description of the Proposed Development:

Applicant(s):
(attach additional
pages if necessary)

Name: _____

Address: _____

Email: _____

Daytime phone number: () _____ - _____

Cell phone number: () _____ - _____

Fax number: () _____ - _____

Applicant's Agent:
(attach original of
Designation form)

Name: _____

Address: _____

Email: _____

Daytime phone number: () _____ - _____

Cell phone number: () _____ - _____

Fax number: () _____ - _____

Applicant or Designated Agent Certification

I, the undersigned, do hereby attest that the information provided in this application for the Development Review is true and correct.

Print name _____

Signature: _____

Date: _____

Property Owner:
(attach additional
pages if necessary)

Name: _____

Address: _____

Email: _____

Daytime phone number: () _____ - _____

Cell phone number: () _____ - _____

Fax number: () _____ - _____

Property Information:

Address / location: _____

PPIN or Parcel Number: _____

Subdivision: _____

Plat Book / Page Number: _____

Current Zoning: _____

Current use of property: _____

Property Owner Authorization (must be completed if Applicant is not the Property Owner)

I / We, the undersigned, do hereby attest that I am / we are the legal owner(s) of the property described above. I / We authorize the person(s) herein identified as Applicant to develop my / our property as described herein.

Print name _____ Signature: _____ Date: _____

**DESIGNATION
OF
APPLICANT'S AGENT**

Name of the Development

STATE OF ALABAMA
COUNTY OF CALHOUN

KNOW ALL MEN BY THESE PRESENTS, that on this _____ day of _____, _____, I / We, _____, the undersigned, do by this instrument make, constitute, appoint, and designate _____ as my / our true and lawful Agent for all proceedings relating to the Development Review herewith submitted to the Planning Commission of the City of Jacksonville, for and during the period such review is pending or until earlier revoked by written notice to said Planning Commission.

Said Agent is hereby authorized to act on behalf of the Applicant(s) in all matters and aspects of the review process, GIVING AND GRANTING, unto said Agent full power and authority to do and perform every act, deed, matter and thing necessary, desirable and expedient, to accomplish the foregoing specified purpose and ratifying and conforming all acts and purposes lawfully done pursuant to the authority herein above referred.

Witness

Applicant

Witness

Applicant

Witness

Applicant

Witness

Applicant

UTILITY INFORMATION FORM

(Name of Development)

The Applicant, Designated Agent, or their design professional should provide the following utility information. This information will allow the city to verify if existing utilities are available and adequate for the development or if improvements to the city's utilities will be required. Please contact the appropriate city department during the initial stages of design in order to obtain the information noted with an asterisk (* or **). A Map should be provided that identifies the highest point on the property and / or building to be served. The elevations shall be based upon actual datum. If assistance is needed in obtaining this information please contact the Planning and Building Department (256-782-3840).

I. Water service requested: (___ Domestic ___ Fire ___ Irrigation)

- *A. Location of nearest main: _____
- *B. Size and material type of nearest main: _____
- **C. Location of nearest fire hydrant: _____
 - **1. Available static water pressure / flow: _____ psi / _____ gpm.
 - **2. Available residual water pressure / flow: _____ psi / _____ gpm.
 - 3. Requested static water pressure / flow: _____ psi / _____ gpm.
 - 4. Requested residual water pressure / flow: _____ psi / _____ gpm.
- D. Requested water meter size (inches). _____ Domestic _____ Fire _____ Irrigation
- *E. Tank serving the development: _____ ring wall elev.: _____ overflow elev.: _____
- *F. Are city water system improvements required? ___ yes ___ no. If yes, explain. _____

II. Sanitary Sewer

- *A. Location of nearest main: _____
- *B. Size and material type of nearest main: _____
- *C. Location of nearest manhole: _____
- D. Anticipated sewer flow: _____ gpm.
- *E. Capacity of nearest main: ___ Adequate. ___ Not Adequate.
- *F. Are city sanitary sewer system improvements required? ___ yes ___ no. If yes, explain. _____

II. Natural Gas

- *A. Location of nearest main: _____
- *B. Size and material type of nearest main: _____
- *C. Available natural gas pressure: _____ psi.
- D. List fixtures: _____
- E. Requested natural gas usage: _____ Btu's.
- *F. Capacity of nearest main: ___ Adequate. ___ Not Adequate.
- *G. Are city natural gas system improvements required? ___ yes ___ no. If yes, explain. _____

NOTES:

- 1) * Indicates information to be obtained from the Water Works Gas & Sewer Board (256-435-7657).
- 2) ** Indicates information to be obtained from the Fire Department (256-435-2310).
It shall be understood that any water pressure / flow information obtained from the Fire Department is not to be used for the design of a fire protection system. It is recommended that the design professional perform any necessary testing and contact the Fire Department to witness the testing.
- 3) If improvements to the city's utilities are required, all costs associated with the design, materials, labor, and installation shall be the sole responsibility of the Applicant. All improvements shall be made in accordance with city specifications.

DEVELOPMENT INFORMATION

The Applicant or designated agent is requested to provide the following information as part of the Development Review Application. It should be understood that all requested information may not apply to certain types of developments. Therefore, you should contact the Planning and Building Department (256-782-3840) to confirm those items that do apply.

- _____ 1. Two (2) sets of the site plans. The site plans shall be drawn on a sheet size of 24"x36" and at a scale of 1"=20'. The sheet size and scale may vary if preapproved by the Planning and Building Department.
- _____ 2. Two (2) sets of exterior building elevations (front, sides, and rear). The building elevations shall be drawn on a sheet size of 24"x36" and at a scale of 1/4"=1'. The sheet size and scale may vary if preapproved by the Planning and Building Department.
- _____ 3. PDF files of the site plans and building elevations.
- _____ 4. Provide documentation that an ADEM NPDES Construction General Permit has been obtained or applied for.
- _____ 5. Provide pre-construction and post-construction run-off calculations as per the city's Stormwater Management Ordinance.
- _____ 6. \$25.00 application fee (checks payable to: City of Jacksonville)

NOTES:

1. It is highly recommended that the Applicant or the Designated Agent contact the Planning and Building Department (256-782-3840) to schedule a pre-application meeting to discuss the project and the Development Review process. Also, the city may request that a pre-application meeting be held depending upon the scope and / or location of the project. Those requested to attend may be the Applicant, Designated Agent, engineer, architect, and various city staff.
2. The Applicant or Designated Agent shall attend the Planning Commission meeting to present the development for review. If you cannot attend, please contact the Planning and Building Department (256-782-3840) at least 48 hours prior to the Planning Commission meeting.
3. Site plans shall comply with the ADA Standards for Accessible Design and the city's Stormwater Management Program.
4. Construction activity that results in a total land disturbance of one acre or greater is subject to an ADEM NPDES Construction General Permit (ALR100000). Also, any activity that disturbs less than one acre but is part of a common plan of development or sale shall also be subject to an ADEM NPDES Construction General Permit (ALR100000).
5. Elevations shown on the site plans shall be based upon actual datum (NAVD 88).
6. The site plans should be arranged as follows to provide clarity and allow the city to readily interpret the scope and intent of the project submitted.

Sheet 1 Existing Conditions: (to include the following information)

- _____ A) Scale
- _____ B) North arrow
- _____ C) Boundary lines with bearings, distances, and acreage

- _____ D) Topography to 50' beyond boundary (1' contour intervals) with spot elevations along edge of adjacent streets
- _____ E) Denote limits of 100 year flood plain, flood zone designation, flood elevation and FIRM map panel number
- _____ F) Natural and manmade drainage features (pipes, culverts, ditches, swales, etc.)
- _____ G) Adjacent structures within 50' of boundary with finish floor elevations
- _____ H) Streets and parking areas (with striping)
- _____ I) Zoning and current use of subject property and adjacent properties
- _____ J) Utilities (i.e. water, sewer, gas, telephone, cable, storm sewer, etc.) with size and material type
- _____ K) Easements with recording information (specify drainage, utility, power, etc.)
- _____ L) Driveways on adjacent properties within 100' of boundary (each side of street)
- _____ M) Distance to nearest fire hydrant(s)
- _____ N) Utility names and contact information
- _____ O) Deed references (subject property and adjacent properties)
- _____ P) Denote yard size (front, sides, rear)
- _____ Q) Name of Surveyor with stamp and signature
- _____ R) Name of project and address / location
- _____ S) Name of Applicant and contact information

Sheet 2 Demolition Plan: (to include the following information)

- _____ A) Include Existing Conditions items (A, B, C, F, J, K, L, P, Q, R, S)
- _____ B) Existing structures / features to remain
- _____ C) Existing streets and parking areas (with striping) to remain
- _____ D) Existing utilities (i.e. water, sewer, gas, telephone, cable, storm sewer, etc.) with size and material type to remain
- _____ E) Delineate existing structures / features to be demolished and removed from the site
- _____ F) Delineate existing utilities to be abandoned, removed or relocated

Sheet 3 Site Layout Plan: (to include the following information)

- _____ A) Include Existing Conditions items (A, B, C, E, K, L, P, Q, R, S)
- _____ B) Existing structures / features to remain
- _____ C) Existing streets and parking areas (with striping and dimensions) to remain
- _____ D) Proposed streets and parking areas (with striping and dimensions)
- _____ E) Existing utilities (i.e. water, sewer, gas, telephone, cable, storm sewer, etc.) with size and material type to remain
- _____ F) Proposed easements (specify drainage, utility, power, etc.)
- _____ G) Proposed structures, features, and improvements with dimensions and distances to boundary lines

Sheet 4 Grading, Drainage and Utility Plan: (to include the following information)

- _____ A) Include Existing Conditions items (A, B, C, D, E, K, L, M, N, P, Q, R, S)
- _____ B) Existing natural and manmade drainage features (pipes, culverts, ditches, swales, etc.) to remain
- _____ C) Proposed drainage features (pipes, culverts, ditches, swales, etc.)
- _____ D) Existing structures / features to remain
- _____ E) Proposed structures, features, and improvements
- _____ F) Existing streets and parking areas (with striping) to remain
- _____ G) Proposed streets and parking areas (with striping)
- _____ H) Existing utilities (i.e. water, sewer, gas, telephone, cable, storm sewer, etc.) with size and material type to remain

- _____ I) Proposed utilities (i.e. water, sewer, gas, telephone, cable, storm sewer, etc.) with size and material type
- _____ J) Proposed easements (specify drainage, utility, power, etc.)
- _____ K) Proposed grades (1' contour intervals) and spot elevations to show intent. Proposed grades and spot elevations shall be adequate enough to clarify that accessible parking and routes are provided per ADA Design Standards
- _____ L) Finish floor elevations of proposed structures shall be 1' minimum above 100 year flood elevation (if applicable)

Sheet 5 BMP Plan Plan: (to include the following information)

- _____ A) Include Existing Conditions items (A, B, C, D, E, K, L, M, N, P, Q, R, S)
- _____ B) Existing natural and manmade drainage features (pipes, culverts, ditches, swales, etc.) to remain
- _____ C) Proposed drainage features (pipes, culverts, ditches, swales, etc.)
- _____ D) Existing structures / features to remain
- _____ E) Proposed structures, features, and improvements
- _____ F) Existing streets and parking areas (with striping) to remain
- _____ G) Proposed streets and parking areas (with striping)
- _____ H) Existing utilities (i.e. water, sewer, gas, telephone, cable, storm sewer, etc.) with size and material type to remain
- _____ I) Proposed utilities (i.e. water, sewer, gas, telephone, cable, storm sewer, etc.) with size and material type
- _____ J) Proposed easements (specify drainage, utility, power, etc.)
- _____ K) Proposed grades (1' contour intervals) and spot elevations as required to show intent. Proposed grades and spot elevations shall be adequate enough to clarify that accessible parking and routes are provided per ADA Design Standards
- _____ L) Finish floor elevations of proposed structures shall be 1' minimum above 100 year flood elevation (if applicable)
- _____ M) Proposed stormwater detention (post-construction run-off shall be less than or equal to pre-construction run-off)
- _____ N) Proposed erosion and sediment control measures (i.e. silt fence, inlet protection, riprap, check dams, construction Entrance / exit, sediment ponds, slope stabilization, etc.)
- _____ O) Post-construction stormwater management for qualifying sites, as set-forth in Section 12-112 of the City's Code of Ordinances.

Sheet 6 Landscaping Plan: (to include the following information)

- _____ A) Include Existing Conditions items (A, B, C, K, L, P, Q, R, S)
- _____ C) Existing natural and manmade drainage features (pipes, culverts, ditches, swales, etc.) to remain.
- _____ D) Proposed Drainage features (pipes, culverts, ditches, swales, etc.)
- _____ E) Existing structures / features to remain
- _____ F) Proposed structures, features, and improvements
- _____ G) Existing streets and parking areas (with striping) to remain
- _____ H) Proposed streets and parking areas (with striping)
- _____ I) Existing utilities (i.e. water, sewer, gas, telephone, cable, storm sewer, etc.) with size and material type to remain
- _____ J) Proposed utilities (i.e. water, sewer, gas, telephone, cable, storm sewer, etc.) with size and material type
- _____ K) Proposed easements (specify drainage, utility, power, etc.)
- _____ L) Existing trees with size and species to remain
- _____ M) Proposed landscaping as per city Zoning Code.
- _____ N) Planting(s) legend (i.e. name, size, quantity)

- _____ O) Planting details
- _____ P) Built-in irrigation system and / or location of hose bibs

Sheet 7 Miscellaneous Details: (to include but not be limited to the following information)

- _____ A) Paving section (asphalt and / or concrete) (designed to accommodate intended use and city emergency vehicles)
- _____ B) Curbing
- _____ C) Sidewalk
- _____ D) Inlet
- _____ E) Silt fence
- _____ F) Inlet protection
- _____ G) Riprap check dams
- _____ H) Construction entrance / exit
- _____ I) Sediment pond
- _____ J) Slope stabilization
- _____ K) Detention pond and outlet structure
- _____ L) Curb ramps
- _____ M) Handicap ramps
- _____ N) Dumpster pad enclosure (roof, floor-drain, and grease trap if applicable)
- _____ O) Fences
- _____ P) Utility appurtenances
- _____ Q) Flumes
- _____ R) Ditches / swales
- _____ S) Signage (traffic and directional)
- _____ T) Valley gutters
- _____ U) Wheel stops

If you have any questions or require any assistance please contact:

City of Jacksonville Planning and Building Department
320 Church Avenue, SE, Jacksonville, AL 36265
planningandbuilding@jacksonville-al.org
P: 256-782-3840
F: 256-435-4103

CITY OF JACKSONVILLE
STORMWATER MANAGEMENT PROGRAM
ADEM NPDES Permit No. ALR040051

ATTACHMENT E.3

OMITTED

CITY OF JACKSONVILLE
STORMWATER MANAGEMENT PROGRAM
ADEM NPDES Permit No. ALR040051

ATTACHMENT E.4

Pollution Prevention/Good Housekeeping for Municipal Operations Guidance Document



**STORMWATER
MANAGEMENT**



CITY OF JACKSONVILLE, ALABAMA

POLLUTION PREVENTION/GOOD HOUSEKEEPING

FOR MUNICIPAL OPERATIONS:

**A GUIDANCE DOCUMENT
OF
BEST MANAGEMENT PRACTICES
AND
INSPECTION CHECKLISTS**

POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS:
A GUIDANCE DOCUMENT OF BEST MANAGEMENT PRACTICES
AND INSPECTION CHECKLISTS

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INTRODUCTION

This group of (17) Pollution Prevention/Good Housekeeping Best Management Practices and Inspection checklists that relate to municipal operations and their potential effects on stormwater have been developed and assembled by a group of municipal officials that have a wealth of experience pertaining to operations and maintenance within municipalities. The information that has been formulated as guidance material for implementation of the Stormwater Phase II Municipal Separate Storm Sewer System Permit **has not** been designed to be comprehensive in all aspects of each topic. Municipalities should be “flexible” in their use of this information as pertains to their own unique municipal operations.

GLOSSARY OF TERMS

Biochemical oxygen demand – Depletion of dissolved oxygen in water caused by decomposition of chemical or biologic matter.

Catch Basin – A unit that is installed to capture and retain debris, particulate matter, or other solid materials, but allows stormwater to “flow through” to its discharge location

Drip Irrigation –irrigation via a perforated device (i.e. hose) that allows for a slow watering method with reduced evaporation and run-off losses

Hydraulic – Referring to water

(IPM) Integrated Pesticide Management – An environmentally sensitive approach to pest management (**not** elimination) that uses the least toxic control method – a sustainable approach to managing pests by combining biological, cultural, physical, and chemical tools.

Loading – Term used in conjunction with *sediment* and *hydraulic* to describe excessive amounts (of the term that is described)

Naturescaping – An alternative landscaping technique that incorporates native plants and creates beneficial wildlife habitat – also conserves water and energy, reduces soil/water pollution.

Oil/Water Separator – A unit that is installed “in line” to a wastewater discharge pipe which is devised to capture petroleum derived materials that float on water

Pesticides – Products that are toxic and are used to kill pests - can be classified as insecticides, herbicides, rodenticides, biocides, aquacides.

POTW – Publicly Owned Treatment Works - - a municipal wastewater treatment plant

Scupper – an opening (in a bridge deck) to allow water drainage – it does not capture debris, particulate matter, or other solid materials

Sediments - Small particles of matter that settle to the bottom of a body of water

Silt – Material consisting of mineral soil particles ranging in diameter from 0.02 millimeters to 0.002 millimeters

Stormwater - rainwater run-off or snow melt waters – these waters can interact with different types of materials, transporting contaminants to surface waters (i.e. streams, creeks, rivers)

Toxicity –The relative degree of being poisonous

Xeriscaping – An alternative landscaping technique that incorporates slow growing plants to conserve water and reduce yard trimmings

Zero input, low input (lawns) - have minimal need for care (i.e. addition of fertilizers/pesticides, water, etc.)

**LANDSCAPING AND LAWN CARE POLLUTION PREVENTION/GOOD
HOUSEKEEPING PRACTICES**

1. **IDENTIFY IMPACTS TO/ON STORMWATER/RECEIVING WATERS (SURFACE WATERS)**

- Nutrient loading (nitrogen and phosphorous) from fertilizer run-off can cause excessive aquatic plant growth

2. **PROBLEM EVALUATION: ASSESS IMPACT ON RECEIVING WATERS, PRIORITIZE**

- Biochemical Oxygen Demand

3. **IDENTIFY (AND CHOOSE APPROPRIATE) SOLUTIONS (BMP's)**

- Purchase only enough lawn care products necessary for one year – store properly to avoid waste generation (spills, leaks)
- Use slow release or naturally derived (organic) fertilizers
- Train employees in the proper application of lawn care products
- Develop zero input/low input lawns
- Consider alternative landscape techniques (i.e. naturescaping, xeriscaping)
- Plant trees away from sewer lines or other underground utilities
- Use drip irrigation techniques for landscaping

4. **INSPECTION PROCEDURES**

- Routinely monitor lawns to identify problems during their early stages
- Identify nutrient/water needs of plants, inspect for problems by testing soils

5. **MAINTENANCE PROCEDURES**

- Minimize/eliminate fertilizer application
- Leave grass clippings on lawn, or mulch clippings into lawn
- Limit watering as necessary to supplement rainwater (1 inch/week is adequate)
- Mow with sharpened blades set high (3 inches) – remove only the top 1/3 of the leaves
- Water plants in the early A.M.

LANDSCAPING AND LAWN CARE INSPECTION CHECKLIST

Location: _____

COMPONENTS/ITEMS TO CHECK	PROBLEMS OBSERVED	MAINTENANCE/REPAIRS NECESSARY		ACTION
Grass/plant condition	Wilted/brown leaves	Yes	No	<input type="checkbox"/> Add water
General area	Barren soils	Yes	No	<input type="checkbox"/> Re-seed, cover with hay or burlap to prevent run-off

Date of Inspection _____

Name _____

Frequency _____

SPILL RESPONSE AND PREVENTION
POLLUTION PREVENTION/GOOD HOUSEKEEPING PRACTICES

1. **IDENTIFY MATERIALS THAT IMPACT STORMWATER/RECEIVING WATERS (SURFACE WATERS)**

- Liquids associated with vehicle/equipment maintenance products (oils, fuels, antifreeze, etc.)
- Rock salt
- Chemicals (fertilizers, pesticides)

2. **PROBLEM EVALUATION: ASSESS IMPACT ON RECEIVING WATERS, PRIORITIZE**

- Toxicity
- Biochemical oxygen demand

3. **IDENTIFY (AND CHOOSE APPROPRIATE) SOLUTIONS (BMP's)**

- Keep all materials properly stored in closed, labeled containment systems
- Use secondary containment systems where appropriate
- Obtain spill recovery materials for immediate response to a spill

4. **INSPECTION PROCEDURES**

- Inspect secondary containment systems, oil/water separators periodically
- Inspect containers for leaks, areas near storm receiver inlets and outlets, floor drains for indications of spills

5. **MAINTENANCE PROCEDURES**

- Use reusable spill clean-up materials (sponge mops, oil absorbent pads, etc.)
- Pump out oil water separators as needed
- Protect drains with oil absorbent materials
- Clean out receivers on regular schedule
- Remove spilled salt from salt loading area

6. **ADVISORY**

- Report petroleum spills (as necessary) to the City of Jacksonville Fire Department

SPILL RESPONSE AND PREVENTION INSPECTION CHECKLIST

Location: _____

COMPONENTS/ITEMS TO CHECK	PROBLEMS OBSERVED	MAINTENANCE/REPAIRS NECESSARY		ACTION
Products/waste storage areas	Uncovered/deteriorating containers Materials spilled, leaks	Yes	No	<input type="checkbox"/> Cover/replace <input type="checkbox"/> Clean up
Equipment storage areas	Fluid leaks	Yes	No	<input type="checkbox"/> Clean up
Secondary containment systems	Structural deterioration Leakage of fluids	Yes	No	<input type="checkbox"/> Repair/replace <input type="checkbox"/> Clean up
Oil/water separators	Excessive amounts of contaminants	Yes	No	<input type="checkbox"/> Pump out
Floor drains, storm receiver inlets and outlets	Accumulation of contaminants	Yes	No	<input type="checkbox"/> Clean up/remove

Date of Inspection _____

Name _____

Frequency _____

PEST CONTROL
POLLUTION PREVENTION/GOOD HOUSEKEEPING PRACTICES

1. IDENTIFY IMPACTS TO/ON STORMWATER/RECEIVING WATERS (SURFACE WATERS)
 - Run-off of pesticides may harm aquatic life, may contaminate water
2. PROBLEM EVALUATION: ASSESS IMPACT ON RECEIVING WATERS, PRIORITIZE
 - Toxicity to aquatic plants and animals
3. IDENTIFY (AND CHOOSE APPROPRIATE) SOLUTIONS (BMP's)
 - Purchase only enough pesticides necessary for one year – store properly to avoid waste generation (spills, leaks, product deterioration)
 - Minimize/eliminate pesticide application, use lowest toxicity pesticides
 - Do not apply pesticides immediately prior to or during rain events
 - Ensure that employees are properly trained and certified in pesticide application techniques and safety
 - Develop zero input, low input lawns
 - Eliminate food, water, and shelter for pests
 - Adopt integrated pest management (IPM) techniques
 - Adopt alternatives to pesticides options (i.e. use mechanical traps, physical methods for removal, or biological controls)
4. INSPECTION PROCEDURES
 - Identify pests – are levels acceptable or must action be taken to control pests?
 - Inspect pesticide inventory – properly dispose of out-of-date pesticide materials
5. MAINTENANCE PROCEDURES
 - Inspect pest traps (i.e. bait boxes) regularly – remove (and properly dispose of) dead pests
 - Block/eliminate access to buildings/structures for pests
 - Remove pests (insects) by hand

PEST CONTROL INSPECTION CHECKLIST

Location: _____

COMPONENTS/ITEMS TO CHECK	PROBLEMS OBSERVED	MAINTENANCE/REPAIRS NECESSARY		ACTION
Pesticide storage area	Excessive amounts of pesticides Spilled pesticides Empty containers No security or access control	Yes	No	<input type="checkbox"/> Reduce volumes, implement IPM <input type="checkbox"/> Clean up <input type="checkbox"/> Properly dispose <input type="checkbox"/> install
Application equipment	Improper amounts of pesticides applied	Yes	No	<input type="checkbox"/> Properly calibrate
Floor	Drain system Not curbed around perimeter No impermeable surface	Yes	No	<input type="checkbox"/> Eliminate <input type="checkbox"/> Install curbing <input type="checkbox"/> Install impermeable surface

Date of Inspection _____

Name _____

Frequency _____

PET WASTE COLLECTION
POLLUTION PREVENTION/GOOD HOUSEKEEPING PRACTICES

1. **IDENTIFY IMPACTS TO/ON STORMWATER/RECEIVING WATERS**
(SURFACE WATERS)
 - Municipal animal shelters
2. **PROBLEM EVALUATION: ASSESS IMPACT ON RECEIVING WATERS,**
PRIORITIZE
 - Biochemical oxygen demand
 - Solids loading
3. **IDENTIFY (AND CHOOSE APPROPRIATE) SOLUTIONS (BMP's)**
 - House all animals in an enclosed, roofed structure
 - ID/utilize "permitted" waste disposal facilities for animal wastes
4. **INSPECTION PROCEDURES**
 - Inspect shelter regularly for necessary cleanup/removal of wastes
5. **MAINTENANCE PROCEDURES**
 - Remove spilled food, animal wastes on a regular basis

PET FACILITY MAINTENANCE INSPECTION CHECKLIST

Facility Location: _____

COMPONENTS/ITEMS TO CHECK	PROBLEMS OBSERVED	MAINTENANCE/REPAIRS NECESSARY		ACTION
Animal Housing area	Excessive amounts of waste Dead animals	Yes	No	<input type="checkbox"/> Remove/rinse to floor drain (to sanitary sewer) <input type="checkbox"/> Bag and remove
Facility's floor drain	Discharges directly to environment	Yes	No	<input type="checkbox"/> Connect to sanitary sewer

Frequency of Inspection Daily _____

Name _____

Date _____

SEPTIC SYSTEM MANAGEMENT
POLLUTION PREVENTION/GOOD HOUSEKEEPING PRACTICES

1. IDENTIFY IMPACTS TO/ON STORMWATER/RECEIVING WATERS (SURFACE WATERS)

- Ponding of improperly treated wastewaters (on the surface of a leach field or a sand filter system) can increase the biochemical oxygen demand of receiving waters.
- Excessive amounts of disinfectant (i.e. chlorine) applied to a wastewater discharge from a sand filter system can cause toxicity to aquatic plants and animals

2. PROBLEM EVALUATION: ASSESS IMPACT ON RECEIVING WATERS, PRIORITIZE

- Biochemical oxygen demand

3. IDENTIFY (AND CHOOSE APPROPRIATE) SOLUTIONS (BMP's)

- Divert stormwater run-off (i.e. from roof drains) away from septic system
- Divert groundwater (sump pump) discharges away from septic system
- Locate swimming pools away from the septic system (at least 20' from the septic tank, at least 35' from the closest edge of the leach field or sand filter system)
- Prevent problems caused by vegetation - growth of woody plants on the system
- Prevent hydraulic loading - "Spread out" the use of devices which use large volumes of water across the entire day – clothes washing, dish washing, bathing, repair leaky fixtures
- Minimize water usage by using flow restrictors on potable water distribution devices (i.e. shower heads, water faucets)

4. INSPECTION PROCEDURES

Physical evidence of problems:

- "back up" of wastewater in sewer lines
- sewage odors
- leach field/sand filter - wetness/ponding on surface
- overflow of wastes from system components
- heavy vegetation (woody plants) growth on system components

5. MAINTENANCE PROCEDURES

- "Pump out" the septic tank as needed
- Mow surface vegetation regularly
- Prevent "heavy equipment" from driving on top of the system components

6. ADVISORY

- Obtain site plan/site sketch of system, and retain for reference.

SEPTIC SYSTEM MANAGEMENT INSPECTION CHECKLIST

Unit ID: _____ Permit # _____ Location _____

COMPONENTS/ITEMS TO CHECK	PROBLEMS OBSERVED	MAINTENANCE/REPAIRS NECESSARY		ACTION
Septic tank cover	Broken/cracked?	Yes	No	<input type="checkbox"/> Replace
Distribution box	sewage overflowing, distribution box level?	Yes	No	<input type="checkbox"/> Clean out <input type="checkbox"/> Re-level
Leach field or sand filter	Sewage on surface, odors, excessive vegetation growth	Yes	No	<input type="checkbox"/> Clean out distribution lines <input type="checkbox"/> Cut vegetation
Disinfection system (if present)	Operating improperly	Yes	No	<input type="checkbox"/> Check/repair equipment
Outfall	Improper chlorine residual	Yes	No	<input type="checkbox"/> Perform monitoring, sampling/analysis as permit requires

Frequency of Inspection _____

Last pump out (date) _____

Date of Inspection _____

Name _____

(If unit is a HOLDING TANK, pump out schedule) _____

VEHICLE/EQUIPMENT MAINTENANCE
POLLUTION PREVENTION/GOOD HOUSEKEEPING PRACTICES

1. **IDENTIFY IMPACTS TO/ON STORMWATER/RECEIVING WATERS (SURFACE WATERS)**

- Trace amounts of metals/hydrocarbons are found in materials (i.e. fuels, antifreeze, batteries, motor oils, grease, parts cleaning solvents) that are typically used in maintenance operations

2. **PROBLEM EVALUATION: ASSESS IMPACT ON RECEIVING WATERS, PRIORITIZE**

- Toxicity
- Biochemical oxygen demand

3. **IDENTIFY (AND CHOOSE APPROPRIATE) SOLUTIONS (BMPs)**

- Conduct maintenance work indoors – if work must be performed outside, guard against spillage of materials that could discharge to storm receivers
- Seal floor drains that discharge directly to the environment, if possible
- Initiate single purpose use of vehicle bays – dedicate one (or more) bays that have no (or sealed) floor drains for repairs/maintenance
- Clean up spilled materials immediately, using “dry” methods
- Install pretreatment systems (oil/water separators) where necessary in sewer lines to capture contaminants (oil, grit), and maintain as needed
- Never leave vehicles unattended while refueling
- Identify appropriate recycling/disposal options for wastes

4. **INSPECTION PROCEDURES**

- Inspect (for maintenance purposes) floor drain systems, oil/water separators
- Monitor “parked” vehicles/equipment for leaks

5. **MAINTENANCE PROCEDURES**

- Maintain a clean work area – remove contaminants from floors, drains, catch basins, using “dry” methods
- Use non-hazardous cleaners. Use non chlorinated solvents instead of chlorinated solvents
- Repair or replace any leaking containers
- Use steam cleaning /pressure washing instead of solvent for parts cleaning
- Store waste fluids in properly capped, labeled storage containers
- Store batteries in leak-proof, compatible (i.e. non reactive) containers
- Rinse grass from lawn care equipment on permeable (grassed) areas
- Protect against pollution if outside maintenance is necessary (cover storm receivers, use secondary containment vessels, etc.)

6. **ADVISORY**

- Report petroleum spills (as necessary) to the City of Jacksonville Fire Department

VEHICLE AND EQUIPMENT MAINTENANCE/STORAGE AREA INSPECTION CHECKLIST

Unit ID: _____ Location: _____

COMPONENTS/ITEMS TO CHECK	PROBLEMS OBSERVED	MAINTENANCE/REPAIRS NECESSARY		ACTION
Truck/equipment	Leaks/spills	Yes	No	<input type="checkbox"/> Clean spill, repair leak, capture fluids in drip pan
Salt/sand spreader	Improper amounts of product applied	Yes	No	<input type="checkbox"/> Recalibrate
Lawn care equipment	Improper operation	Yes	No	<input type="checkbox"/> Inspect/repair

Date of Inspection _____

Name _____

Frequency _____

VEHICLE/EQUIPMENT WASHING
POLLUTION PREVENTION/GOOD HOUSEKEEPING PRACTICES

1. **IDENTIFY IMPACTS TO/ON STORMWATER/RECEIVING WATERS (SURFACE WATERS)**

- Nutrients (biodegradable soaps)
- Metals
- Petroleum based wastes (organic pollutants)

2. **PROBLEM EVALUATION: ASSESS IMPACT ON RECEIVING WATERS, PRIORITIZE**

- Biochemical oxygen demand from nutrient sources
- Toxicity
- Hydraulic loading

3. **IDENTIFY (AND CHOOSE APPROPRIATE) SOLUTIONS (BMPs)**

- Initiate single purpose use of vehicle bays - dedicate only one bay for washing (with floor drain system)
- Perform cleaning with pressurized cold water, without the use of soaps, if wastewaters will flow to a storm sewer system
- Use minimal amounts of biodegradable soaps only if wastewaters will discharge to a sanitary sewer system
- Rinse with hoses that are equipped with automatic shutoff devices and spray nozzles
- Steam clean (without soap) where wastes can be captured for proper disposal (i.e. oil/water separator)

4. **INSPECTION PROCEDURES**

- Inspect floor drain systems regularly - use only those that discharge to a sanitary sewer, identify the need for cleaning of catch basins, oil/water separators

5. **MAINTENANCE PROCEDURES**

- Map storm drain locations accurately to avoid illegal discharges
- Perform steam cleaning or pressure washing where wastes can be captured for proper disposal
- Take precautions against excess use of/spillage of detergents

VEHICLE AND EQUIPMENT WASHING AREA INSPECTION CHECKLIST

Facility location: _____

COMPONENTS/ITEMS TO CHECK	PROBLEMS OBSERVED	MAINTENANCE/REPAIRS NECESSARY		ACTION
Designated "wash only" area	No impermeable pad with wastewater collection system	Yes	No	<input type="checkbox"/> Designate/construct area
Wastewater discharge location	Does not flow to either a holding tank or to sanitary sewers	Yes	No	<input type="checkbox"/> Properly relocate discharge
Washing/degreasing compounds	Solvent based	Yes	No	<input type="checkbox"/> Change to biodegradable products
Floor drain sump	Nonexistent	Yes	No	<input type="checkbox"/> Install and maintain sump, remove debris
Oil/water separator	Excessive oils/sludges	Yes	No	<input type="checkbox"/> Clean out contaminants
Catch basin	Nonexistent, accumulation of contaminants	Yes	No	<input type="checkbox"/> Install/maintain catch basin

Date of Inspection _____

Name _____

Frequency _____

ROADWAY AND BRIDGE MAINTENANCE
POLLUTION PREVENTION/GOOD HOUSEKEEPING PRACTICES

1. **IDENTIFY IMPACTS TO/ON STORMWATER/RECEIVING WATERS (SURFACE WATERS)**

- Road salt components - sodium, calcium, and chlorides
- Hydrocarbons
- Particulates – such as dry paint or abrasive compounds, road debris
- Debris

2. **PROBLEM EVALUATION: ASSESS IMPACT ON RECEIVING WATERS, PRIORITIZE**

- Particulate matter
- Toxicity (paint – may contain metals such as lead, barium, cadmium)

3. **IDENTIFY (AND CHOOSE APPROPRIATE) SOLUTIONS (BMPs)**

- Incorporate preventive maintenance and planning for regular operations & maintenance activities
- Pave in dry weather only.
- Stage road operations and maintenance activity (patching, potholes) to reduce spillage. Cover catch basins and manholes during this activity.
- Clean up fluid leaks or spills from paving equipment/materials immediately
- Restrict the use of herbicides/pesticide application to roadside vegetation
- Use porous asphalt for pothole repair and shoulder work
- Sweep and vacuum paved roads and shoulders to remove debris and particulate matter
- Maintain roadside vegetation; select vegetation with a high tolerance to road salt
- Control particulate wastes from bridge sandblasting operations
- Use calcium magnesium acetate for deicing around bridges to minimize corrosion
- Clean out bridge scuppers and catch basins regularly
- Direct water from bridge scuppers to vegetated areas
- Mechanically remove (i.e. sweep) debris from bridge deck and structure prior to washing

4. **INSPECTION PROCEDURES**

- Inspect paving, sweeping, vacuuming, and all other maintenance vehicles/equipment as appropriate
- Inspect roads and bridges for implementation of applicable BMP's

5. **MAINTENANCE PROCEDURES**

- Clean bridge scuppers routinely and keep free of debris
- Direct run-off water from bridges to vegetated areas
- Install catch basins in place of bridge scuppers
- Use tarps, booms, and vacuums during painting or blasting activities (refer to reference information to control/capture particulate matter)
- Repair leaking/defective containers or equipment on paving equipment

ROADWAY AND BRIDGE MAINTENANCE INSPECTION CHECKLIST

Bridge No.: _____ BIN: _____ Carried: _____ Crossed:

Wetlands Present: Y N Stream Restriction: Y N If yes, Dates: _____

COMPONENTS/ITEMS TO CHECK	PROBLEMS OBSERVED	MAINTENANCE/ REPAIRS NECESSARY		ACTION
Bridge Deck (Top Side)	Debris Along Curb	Yes	No	<input type="checkbox"/> Sweep bridge, deposit debris on bank 50' from sweep and spread out <input type="checkbox"/> Wash Bridge Deck
Bridge Seats at Abutment, or Top of Piers	Debris on Seat or Top of Pier	Yes	No	<input type="checkbox"/> Remove debris, deposit on stream banks <input type="checkbox"/> Bird Nest Present? If yes, wait until nesting is complete. <input type="checkbox"/> Wash Abutment & Pier
Washing of Superstructure	Debris – Salts on Superstructure	Yes	No	<input type="checkbox"/> Bird Nest Present? If yes, wait until nesting is complete. <input type="checkbox"/> Flaking Paint Present? If yes, do not wash. <input type="checkbox"/> Stream Restriction? If yes, wait until restrictions are removed. <input type="checkbox"/> Wash Superstructure

**ALTERNATIVE DISCHARGE OPTIONS FOR CHLORINATED WATER
POLLUTION PREVENTION/GOOD HOUSEKEEPING PRACTICES**

1. **IDENTIFY IMPACTS TO/ON STORMWATER/RECEIVING WATERS (SURFACE WATERS)**
 - Discharge of chlorinated (i.e. swimming pool, hot tub) waters to surface waters can injure or kill aquatic life

2. **PROBLEM EVALUATION: ASSESS IMPACT ON RECEIVING WATERS, PRIORITIZE**
 - Toxicity – very low levels of chlorine can detrimentally affect aquatic life
 - Hydraulic loading

3. **IDENTIFY (AND CHOOSE APPROPRIATE) SOLUTIONS (BMPs)**
 - Dechlorinate pool water before any discharge, be it over land or to the sanitary sewer, or allow the “disinfectant” to dissipate with sunlight, use, etc. prior to discharge
 - Use ultraviolet radiation or osmosis to disinfect water/wastewater
 - Backwash water should be discharged to the sanitary sewer, if available – if not available, discharge water over vegetated areas, not to surface waters

4. **INSPECTION PROCEDURES**
 - Check chlorine residuals prior to discharge.
 - Do not discharge wastewaters into the sanitary sewer system during periods of high flow.

5. **MAINTENANCE PROCEDURES**
 - Maintain proper levels of chlorine residuals in pool.
 - Allow disinfectant to dissipate prior to discharge of pool waters.

6. **ADVISORY**
 - Obtain permission from the City of Jacksonville prior to discharging any chlorinated pool waters to a sanitary sewer system.

ALTERNATIVE DISCHARGE OPTIONS FOR CHLORINATED WATER INSPECTION CHECKLIST

Location: _____

COMPONENTS/ITEMS TO CHECK	PROBLEMS OBSERVED	MAINTENANCE/REPAIRS NECESSARY	ACTION
Pools, hot tubs	Need to empty unit and replace water	Yes No	<input type="checkbox"/> Discharge to sanitary sewers or to vegetated areas after the disinfectant dissipates, not to storm sewers or surface waters

Date of Inspection _____

Name _____

Frequency _____

HAZARDOUS AND WASTE MATERIALS MANAGEMENT
POLLUTION PREVENTION/GOOD HOUSEKEEPING PRACTICES

1. **IDENTIFY IMPACTS TO/ON STORMWATER/RECEIVING WATERS (SURFACE WATERS)**

- Lube oils
- Coatings and their compatible solvents (paints, thinners, etc.)
- Anti-freeze
- Cleaning agents
- Fuels (gas, diesel, kerosene)

2. **PROBLEM EVALUATION: ASSESS IMPACT ON RECEIVING WATERS, PRIORITIZE**

- Biochemical oxygen demand
- Toxicity to aquatic plants and wildlife
- Particulate loading

3. **IDENTIFY (AND CHOOSE APPROPRIATE) SOLUTIONS (BMP's)**

- Ensure that all materials are stored in closed, labeled containers – if stored outside, drums should be placed on pallets, away from storm receivers – inside storage areas should be located away from floor drains
- Eliminate floor drain systems that discharge to storm drains, if possible
- Use a pretreatment system to remove contaminants prior to discharge
- Reduce stock of materials “on hand” – use “first in/first out” management technique
- Use the least toxic material (i.e. non hazardous) to perform the work
- Install/use secondary containment devices where appropriate
- Eliminate wastes by reincorporating coating/solvent mixtures into the original coating material for reuse
- Recycle materials if possible, or ensure proper disposal of wastes

4. **INSPECTION PROCEDURES**

- Physical on-site verification of sealed floor drains (or redirected to sanitary sewer)
- Regular inspection of material storage areas (inside and outside)
- Regular inspection and cleaning of oil/water separators by qualified contractor
- Inspect stormwater discharge locations regularly (for contaminants, soil staining, plugged discharge lines)

5. **MAINTENANCE PROCEDURES**

- Repair or replace any leaking/defective containers, and replace labels as necessary
- Maintain caps and/or covers on containers
- Maintain aisle space for inspection of products/wastes

HAZARDOUS AND WASTE MATERIALS MANAGEMENT INSPECTION CHECKLIST

Location: _____

COMPONENTS/ITEMS TO CHECK	PROBLEMS OBSERVED	MAINTENANCE/REPAIRS NECESSARY		ACTION
Outside storage areas	Weathering	Yes	No	<input type="checkbox"/> Protect from weathering – store on pallets, cover
Salt piles Soil staging areas	Salt staining Silt run-off	Yes Yes	No No	<input type="checkbox"/> Cover with tarps <input type="checkbox"/> Cover with tarps, install physical barriers
Aboveground storage tanks	Deterioration	Yes	No	<input type="checkbox"/> Inspect/repair/maintain, install secondary containment
Inside storage areas	Potential for discharges	Yes	No	<input type="checkbox"/> Seal floor drains, install secondary containment
Drums, other containers	Deterioration Uncovered	Yes	No	<input type="checkbox"/> Repair/replace <input type="checkbox"/> Cover/cap

Date of Inspection _____

Name _____

Frequency _____

OPERATIONAL BY PRODUCTS/WASTES
POLLUTION PREVENTION/GOOD HOUSEKEEPING PRACTICES

1. **IDENTIFY IMPACTS TO/ON STORMWATER/RECEIVING WATERS (SURFACE WATERS)**

- Potential for leaching of toxic and biologic contaminants to receiving waters

2. **PROBLEM EVALUATION: ASSESS IMPACT ON RECEIVING WATERS, PRIORITIZE**

- Toxicity
- Biochemical oxygen demand

3. **IDENTIFY (AND CHOOSE APPROPRIATE) SOLUTIONS (BMP's)**

- Post “no dumping” signs
- Illuminate area if possible
- Prevent access – erect barriers
- Identify the byproducts/wastes that should be recycled (i.e. paper, cardboard) or can be legally disposed of on municipal lands

4. **INSPECTION PROCEDURES**

- Regularly scheduled inspections - for maintenance concerns
- Unscheduled patrolling of areas by police

5. **MAINTENANCE PROCEDURES**

- Clean up and dispose of “illegally dumped” materials, trash/debris in accordance with environmental regulations
- Cut and remove vegetation

OPERATIONAL BY-PRODUCTS AND WASTES INSPECTION CHECKLIST

Location _____

(example. Temporary dumping areas for bulky trash items)

COMPONENTS/ITEMS TO CHECK	PROBLEMS OBSERVED	MAINTENANCE/REPAIRS NECESSARY		ACTION
Condition of general area	Possible run-off to/contamination of storm sewer or water body	Yes	No	<input type="checkbox"/> Remove <input type="checkbox"/> Fix
Type of material/waste observed?	Appropriate?	Yes	No	<input type="checkbox"/> Remove to appropriate container/location
Security	Regular policing of area, Location properly secured/closed/locked?	Yes	No	<input type="checkbox"/> Secure waste area
Disposal	Past disposal date?	Yes	No	<input type="checkbox"/> Dispose timely

Inspection Frequency _____

Last Clean-up Date _____

Date of Inspection _____

Name _____

CATCH BASIN AND STORM DRAIN SYSTEM CLEANING
POLLUTION PREVENTION/ GOOD HOUSEKEEPING PRACTICES

1. **IDENTIFY IMPACTS TO/ON STORMWATER/RECEIVING WATERS (SURFACE WATERS)**

- Catch basins capture grit and debris, which, if not removed in a timely fashion, can discharge toxic and biological pollutants during rain and/or snow melt events
- Storm drainage systems, while not designed for capture of solid materials, can perform in the same manner with similar results.
- Storm ditches, if stripped of vegetation during cleaning, can result in silt deposition in receiving waters

2. **PROBLEM EVALUATION: ASSESS IMPACT ON RECEIVING WATERS. PRIORITIZE**

- Toxicity – heavy metals, organic compounds, etc.
- Biochemical oxygen demand
- Sediment loading

3. **IDENTIFY (AND CHOOSE APPROPRIATE) SOLUTIONS (BMP's)**

- Address:
 - storm drain receivers and (below grade) storm sewer systems
 - parking lot receivers
 - open ditches
 - catch basins and floor drain systems inside of buildings should be either:
 - sealed to prevent discharge
 - discharged to sanitary sewers
- Contaminated wastewaters should not be discharged to a catch basin/street receiver/ditch
- Increase frequency of cleaning, as necessary
- Repair/replace storm drain receiver and catch basin receiver grates as necessary

4. **INSPECTION PROCEDURES**

- Physical inspection – prioritize storm drain systems and catch basins – catch basins on steep grades may need more frequent cleaning
- Clean catch basin when depth of deposits are $> \frac{1}{3}$ the depth from the bottom of the basin to the invert of the lowest pipe/opening into or out of basin – Institute temporary street parking bans to facilitate access to catch basins
- Ditch inspections – ID problems while traveling to job site
- Storm event inspection – identify pollution problems (i.e. sediments) to determine the need for additional protective measures
- Post storm event inspection – ID problems (i.e. blockages)

5. **MAINTENANCE PROCEDURES**

- Catch basins/storm sewer pipe – cleaning in spring to remove sand/grit/salt from winter road maintenance, cleaning in fall to remove leaves/silt/debris
- Established ditch:
 - Maintain proper slope
 - Maintain vegetation by cutting (to capture sediment) – Do not allow vegetation to grow to a height that would impair sight lines of drivers of motor vehicles
 - Remove obstacles/ debris – (i.e. trash, tree branches, brush, cut vegetation)
 - Excavation/ditch scraping – if necessary, use devices (i.e. hay bales, silt fence) to capture sediment prior to stormwater discharge into receiving waters, reseed ditch
- New installation – capture particulate matter – install sediment basins/other devices in ditch
- Proper disposal of debris

CATCH BASIN AND STORM DRAIN SYSTEM CLEANING INSPECTION CHECKLIST

Road Name: _____ Road Number: _____ Road Section: From: _____ To: _____

COMPONENTS/ITEMS TO CHECK	PROBLEMS OBSERVED	MAINTENANCE/ REPAIRS NECESSARY		ACTION	LOCATION (House number, distance from intersection)
Catch Basin/ Drop Inlet	Deterioration of Structure	Yes	No	<input type="checkbox"/> Repair Structure or Grate <input type="checkbox"/> Replace Structure or Grate	
	Clogged Inlets During or After Storm Event	Yes	No	<input type="checkbox"/> Clean Grate / Inlet	
	Deposits in Structure	Yes	No	<input type="checkbox"/> Clean Out Structure	
Storm Manhole	Deterioration of Structure	Yes	No	<input type="checkbox"/> Repair Structure or Cover <input type="checkbox"/> Replace Structure or Cover <input type="checkbox"/> Clean Out Structure	
	Deposits in Structure	Yes	No	<input type="checkbox"/> Clean Out Structure	
Storm Sewer Piping	Clogged Pipe	Yes	No	<input type="checkbox"/> Clean Out Pipe	
	Deteriorated Pipe	Yes	No	<input type="checkbox"/> Replace Pipe	
Ditches (Pollutants)	Excessive Vegetation	Yes	No	<input type="checkbox"/> Mow Vegetation <input type="checkbox"/> Scheduled Ditch Cleaning	
	Debris (branches, litter, garbage, etc.)	Yes	No	<input type="checkbox"/> Clean Out Ditch	
	Excessive Siltation	Yes	No	<input type="checkbox"/> Clean Out & Regrade Ditch	
Roadside / Cross Culverts	Clogged Pipe	Yes	No	<input type="checkbox"/> Clean Out <input type="checkbox"/> Review Size & Replace <input type="checkbox"/> Clean Out & Regrade Ditch	
	Deteriorated Pipe	Yes	No	<input type="checkbox"/> Replace Pipe <input type="checkbox"/> Line Pipe	
Sediment Basins	Excessive Vegetation	Yes	No	<input type="checkbox"/> Mow	
	Excessive Sediment Deposits	Yes	No	<input type="checkbox"/> Clean Out Basin	
Outfall	Pollutants	Yes	No	<input type="checkbox"/> Rip-rap	

Date of Inspection _____ Name _____ Frequency _____

STREET CLEANING AND MAINTENANCE
POLLUTION PREVENTION/GOOD HOUSEKEEPING PRACTICES

1. **IDENTIFY IMPACTS TO/ON STORMWATER/RECEIVING WATER (SURFACE WATERS)**

- Poorly maintained streets allow for a “build up” of trash, grit, and debris, from which sediment and toxic/biological pollutants can be “washed out” during rain and /or snow melt events.
- Street repair/paving processes use materials that can contaminate receiving waters if they interact with stormwater.

2. **PROBLEM EVALUATION: ASSESS IMPACT ON RECEIVING WATERS, PRIORITIZE**

- Particulate matter – can cause sediment loading
- Biochemical oxygen demand
- Toxicity to aquatic plants and wildlife

3. **IDENTIFY (AND CHOOSE APPROPRIATE) SOLUTIONS (BMP's)**

- Street sweeping/vacuuming - at regular intervals, and “as needed”
- Perform operations such as paving in dry weather only.
- Prior to road reconstruction, consider/evaluate the use of “shouldered roads” instead of “curbed roads”
- Maintain roadside vegetation; select plants/trees that can withstand the action of road salt. Direct run-off to these areas.

4. **INSPECTION PROCEDURES**

- Inspect streets, and plan (as needed) for maintenance/repairs
- Prioritize – some streets (i.e. those with high traffic flows, on flat grades, or with many trees) may need more frequent cleaning

5. **MAINTENANCE PROCEDURES**

- Spring sweeping/vacuuming – remove salt/sand residues
- Fall sweeping, collection of leaves at appropriate time intervals
- Dry sweep or vacuum streets during dry weather
- Initiate temporary street by street parking bans to allow access for cleaning
- Maintain equipment - check for/repair fluid leaks
- Stage road operations and maintenance activity (patching, pothole repair) to reduce spillage of materials. Cover catch basins and manholes during activity

STREET CLEANING AND MAINTENANCE INSPECTION CHECKLIST

Location/Section of Road _____

COMPONENTS/ITEMS TO CHECK	PROBLEMS OBSERVED	MAINTENANCE/REPAIRS NECESSARY		ACTION
Roads (curb line)	Debris, grit, stone	Yes	No	<input type="checkbox"/> Shovel or Vacuum
Milling	Broken pavement (excavated material)	Yes	No	<input type="checkbox"/> <input type="checkbox"/> Cover storm inlets, shovel, vacuum
Paving	Tack coat overspray	Yes	No	<input type="checkbox"/> Cover storm inlets
Storm drain inlets	Broken brick, block, mortar	Yes	No	<input type="checkbox"/> Repair
Roadside vegetation	Too high	Yes	No	<input type="checkbox"/> Cut
	None observed	Yes	No	<input type="checkbox"/> Re-seed

Date of Inspection _____

Name _____

Frequency _____

ROAD KILL COMPOSTING OPERATIONS
GOOD HOUSEKEEPING/POLLUTION PREVENTION PRACTICES

1. IDENTIFY IMPACTS TO/ON STORMWATER/RECEIVING WATERS (SURFACE WATERS)

- Potential for leaching of biologic contaminants to receiving waters

2. PROBLEM EVALUATION: ASSESS IMPACT ON RECEIVING WATERS, PRIORITIZE

- Biochemical oxygen demand

3. IDENTIFY (AND CHOOSE APPROPRIATE) SOLUTIONS (BMP's)

- Establish compost pile/windrow on a well drained, impervious surface that has minimal slope – segregate from other operations
- Identify the proper types of carcasses (typically, deer) that should be composted
- Locate compost piles at least 200 ft. away from receiving waters or wetlands
- Prevent access by vermin/scavengers – erect barriers (i.e. snow fence) around pile

4. INSPECTION PROCEDURES

- Check for odors, temperature of compost, exposed carcasses
- Keep records (use a daily log)

5. MAINTENANCE PROCEDURES

- Monitor temperatures
- Take samples, analyze for pathogens
- Establish windrows
- Prevent erosion
- Recycle completely composted material

ROAD KILL COMPOST SITE INSPECTION CHECKLIST

Location: _____

COMPONENTS/ITEMS TO CHECK	PROBLEMS OBSERVED	MAINTENANCE/REPAIRS NECESSARY		ACTION
Compost pile	Exposed Carcasses	Yes	No	<input type="checkbox"/> Add cover material (wood chips, compost)
	Odors	Yes	No	<input type="checkbox"/> Cover with wood chips <input type="checkbox"/> Add lime
	Liquid run-off (leachate)	Yes	No	<input type="checkbox"/> Absorb with wood chips, return to compost pile
	Animals scavenging	Yes	No	<input type="checkbox"/> Fence area <input type="checkbox"/> Temporarily cover with tarp
	Wood chips too dry	Yes	No	<input type="checkbox"/> Add water
	Wood chips too wet	Yes	No	<input type="checkbox"/> Allow to dry
	Insufficient compost temperature	Yes	No	<input type="checkbox"/> Temporarily cover with tarp

Date of Inspection _____

Name _____

Frequency _____

CONSTRUCTION AND LAND DISTURBANCE
POLLUTION PREVENTION/GOOD HOUSEKEEPING PRACTICES

1. **IDENTIFY IMPACTS TO/ON STORMWATER/RECEIVING WATERS (SURFACE WATERS)**

- Sediment run-off (i.e. silt, debris) can affect fish reproduction and habitat
- Removal of shade trees from stream banks can increase water temperature which can result in reduced dissolved oxygen content in streams

2. **PROBLEM EVALUATION: ASSESS IMPACT ON RECEIVING WATERS, PRIORITIZE**

- Particulate matter – can cause sediment loading
- Biochemical oxygen demand – increases with temperature, depletes oxygen

3. **IDENTIFY (AND CHOOSE APPROPRIATE) SOLUTIONS (BMP's)**

- Plan the construction and/or land clearing activities so that soil is not exposed for long periods of time
- Minimize compaction of soils and impervious cover
- Maximize opportunities for infiltration
- Install sediment control devices before disturbing soil
- Limit grading to small areas
- Stabilize site to protect against sediment run-off
- Protect against sediment flowing into storm drains
- Maintain native vegetation (especially near waterways)
- Install sediment barriers on slopes or divert stormwater

4. **INSPECTION PROCEDURES**

- Regularly scheduled inspections (of sediment control devices, erosion safeguards)
- Inspect during storm or snow melt events

5. **MAINTENANCE PROCEDURES**

- Check/repair all devices that have been installed to ensure protection against erosion

CONSTRUCTION AND LAND DISTURBANCE INSPECTION CHECKLIST

Location: _____

COMPONENTS/ITEMS TO CHECK	PROBLEMS OBSERVED	MAINTENANCE/REPAIRS NECESSARY		ACTION
Sediment control devices	None observed In disrepair	Yes	No	<input type="checkbox"/> Install
Sediment barrier devices	None observed In disrepair	Yes	No	<input type="checkbox"/> Install
		Yes	No	<input type="checkbox"/> Repair
		Yes	No	<input type="checkbox"/>
		Yes	No	<input type="checkbox"/>
		Yes	No	<input type="checkbox"/>

Date of Inspection _____

Name _____

Frequency initial, and as needed (coinciding with storm events)

**INVENTORY OF MUNICIPAL FACILITIES THAT HAVE THE POTENTIAL TO DISCHARGE
POLLUTANTS VIA STORMWATER RUNOFF**

<u>FACILITY</u>	<u>ADDRESS/LOCATION</u>
1. City Hall	320 Church Avenue, SE
2. Police Station	116 Ladiga Street, SE
3. Fire Station	506 Chinabee Avenue, SE
4. Public Safety Complex	911 Public Safety Drive, SW
5. Community Center	501-A Alexandria Road, SW
6. Frog Town Soccer Complex	501-A Alexandria Road, SW
7. Germania Springs	2293 AL Hwy 21, North
8. Henry Farm Park	350 Henry Road, SW
9. City Park	27 Coffee Street, SW
10. Pocket Park	Ladiga Street, SE and Church Avenue, SE
11. Ladiga Park Gardens	Francis Street, West and Chief Ladiga Trail
12. Public Square	AL Hwy 21 and Chief Ladiga Trail
13. Chief Ladiga Trail Trailhead	AL Hwy 204 and Chief Ladiga Trail
14. Chief Ladiga Trail	
15. Creekside Trail	Alexandria Road, SW to Chief Ladiga Trail
16. Dr. Francis Museum	207 Gayle Avenue, SW
17. Senior Citizen's Center	501-C Alexandria Road, SW
18. Public Library	200 Pelham Road, South
19. Train Depot (Civil Service Office)	650 Mountain Street, NW
20. Street Department Shop	1112 Francis Street, West
21. Utility Maintenance Shop	1100 Bear Boulevard, SW
22. Waste Water Treatment Plant	655 Nisbet Street, NW
23. Landfill Office	164 Piedmont-Jacksonville Road
24. Old Civil Service Building	111 Ladiga Street, SE
25. Union Mill	415 Alexandria Road, SW
26. PARD Maintenance Shop	501-B Alexandria Road, SW
27. Gas Service Center	890 Gardner Drive, SE
28. City Green House	890-A Gardner Drive, SE
29. City Cemetery	800 Church Avenue, SE
30. Union Mill (rental building)	421 Alexandria Road, SW

CITY OF JACKSONVILLE
STORMWATER MANAGEMENT PROGRAM
ADEM NPDES Permit No. ALR040051

ATTACHMENT E.5

Subwatershed Illicit Discharge Potential Worksheet

ILLICIT DISCHARGE POTENTIAL WORKSHEET

SUBWATERSHED: _____

DATE OF EVALUATION: _____

COMMENTS: _____

			IDP RANKING VALUES				
	CRITERION	RESULT	1	2	3	4	IDP SCORE
1	AVERAGE AGE OF DEVELOPMENT		< 10 years	25-50 years	> 50 years		
2	# OF POTENTIAL GENERATING SITES		< 3 sites	3-10 sites	> 10 sites		
3	SEPTIC FIELD DENSITY <small>(# septic fields / subwatershed area)</small>		< 10 fields / mi ²	20-100 fields / mi ²	> 100 fields / mi ²		
4	# OF ILLICIT DISCHARGE REPORTS IN PAST 2 YEARS		< 5 reports	5 - 25 reports	> 25 reports		
5	ORI RESULTS		Unlikely	Potential	Suspect	Obvious	
						TOTAL IDP	

TOTAL IDP > 10 = PRIORITY AREA

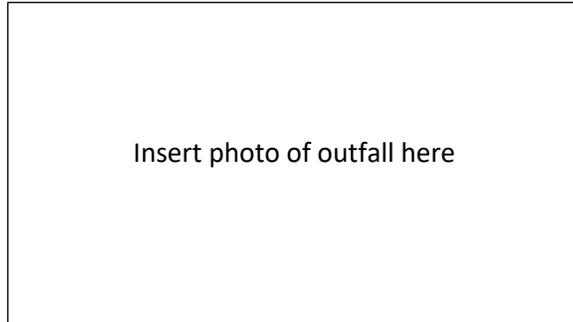
CITY OF JACKSONVILLE
STORMWATER MANAGEMENT PROGRAM
ADEM NPDES Permit No. ALR040051

ATTACHMENT E.6

Dry-Weather Monitoring Report



DRY-WEATHER MONITORING REPORT



Outfall ID# _____ Water Body: _____

(Northing: _____ Easting: _____ From SWMP) Lat. /Long.: _____

Location Description: _____

Pipe Size: _____ Pipe Type: _____ Watershed Land Use: _____

Flow observed: Yes: ___ No: ___ (If yes, what is the source _____)

Possibility of Illicit Discharges: Obvious ___ Suspect ___ Possible ___ Unlikely ___

Flow width: ___ Flow Depth: ___ Flow Velocity: ___ Flow Rate: ___ Last Rain > 72 Hrs: Yes ___ No ___

Odor: None: ___ Yes: ___ Describe: _____

Color: None: ___ Yes: ___ Describe: _____

Turbidity: Clear: ___ Not Clear: ___ Describe: _____

Floatables: None: ___ Yes: ___ Sewage: ___ Trash: ___ Vegetation: ___ Other: _____

Outfall Structural Condition: _____

Oil Sheen: Yes: ___ No: ___ Surface Scum: Yes: ___ No: ___

Water Analysis: (Required: Yes: ___ No: ___)

pH: _____ Water Temp: _____ °F Air Temp: _____ °F

Surfactants: _____ mg/L Fluoride: _____ mg/L Potassium: _____ mg/L

Total phosphorous: _____ mg/L Ammonia/NH₃: _____ ppm Turbidity: _____ FTU

Inspected by: _____

Date: _____

CITY OF JACKSONVILLE
STORMWATER MANAGEMENT PROGRAM
ADEM NPDES Permit No. ALR040051

ATTACHMENT E.7

City of Jacksonville Complaint Form



STORMWATER
MANAGEMENT

COMPLAINT FORM

IN ORDER TO REPORT A NONCOMPLIANT CONSTRUCTION SITE, ILLICIT DISCHARGE, IMPAIRED WATERWAYS, AND VIOLATIONS OF SEDIMENT AND EROSION CONTROL ORDINANCES RELATING TO STORMWATER POLLUTION. PLEASE PROVIDE THE INFORMATION REQUESTED BELOW SO THAT THE COMPLAINT MAY BE PROCESSED. MAILING AND PROPERTY ADDRESSES ARE VERY IMPORTANT FOR THE PROCESSING OF YOUR COMPLAINT.

ALL COMPLAINT FORMS SUBMITTED ARE PUBLIC INFORMATION. YOUR CONTACT INFORMATION MAY BE SHARED WITH THE PUBLIC INCLUDING THE OWNERS / RESIDENTS AGAINST WHICH A COMPLAINT IS FILED, IF SUCH A REQUEST FOR INFORMATION IS MADE TO THE CITY

NAME OF PERSON RESPONSIBLE
(OWNER, OCCUPANT): _____

MAILING ADDRESS: _____

TELEPHONE: _____

PROPERTY ADDRESS: _____

EXPLAIN THE PROBLEM: _____

DIRECTIONS TO THE PROBLEM: _____

YOUR NAME: _____

ADDRESS: _____

TELEPHONE: _____

THIS INFORMATION IS TRUE TO THE BEST OF MY KNOWLEDGE

SIGNATURE: _____ DATE: _____

CITY OF JACKSONVILLE
STORMWATER MANAGEMENT PROGRAM
ADEM NPDES Permit No. ALR040051

ATTACHMENT E.8

Calhoun County Health Department Service Request Form

CALHOUN COUNTY HEALTH DEPARTMENT
3400 MCCLELLAN BOULEVARD
ANNISTON, AL 36201
SERVICE REQUEST
ID# _____

PLEASE PROVIDE THE INFORMATION REQUESTED BELOW SO THAT THE REQUEST MAY BE PROCESSED. MAILING AND PROPERTY ADDRESSES ARE VERY IMPORTANT FOR THE PROCESSING OF YOUR REQUEST. ALL REQUESTS ARE CONFIDENTIAL UNLESS REQUIRED IN A LEGAL ACTION. PLEASE RETURN TO THE ADDRESS SHOWN.

NAME OF PERSON RESPONSIBLE
(OWNER, OCCUPANT): _____

MAILING ADDRESS: _____

TELEPHONE: _____

PROPERTY ADDRESS: _____

EXPLAIN THE PROBLEM: _____

DIRECTIONS TO THE PROBLEM: _____

YOUR NAME: _____

ADDRESS: _____

TELEPHONE: _____

THIS INFORMATION IS TRUE TO THE BEST OF MY KNOWLEDGE.

SIGNATURE: _____ DATE: _____

STORMWATER MANAGEMENT PROGRAM
ADEM NPDES Permit No. ALR040051

ATTACHMENT E.9

Illicit Discharge Detection and Elimination Case Log



STORMWATER
MANAGEMENT

**City of Jacksonville
Illicit Discharge Detection and Elimination Program
Case Log**

General Information	
Responsible Party	
Date of Inspection	Start/End Time
Location	
Latitude	Longitude
Inspector's Name(s)	
Inspector's Title(s)	
Inspector's Contact Information	
Inspector's Qualifications	
Type of suspected illicit discharge or connection	
Type of Investigation: <input type="checkbox"/> Storm drain network <input type="checkbox"/> Drainage Area <input type="checkbox"/> On-site <input type="checkbox"/> Septic System	
Investigation Results	
Responsible party contacted <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> In person <input type="checkbox"/> Telephone <input type="checkbox"/> Letter <input type="checkbox"/> Email	
Responsible party was provided a copy of the IDDE Ordinance: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Responsible party was notified that the illicit discharge or connection must be corrected in a timely manner: <input type="checkbox"/> Yes <input type="checkbox"/> No Specify time frame:	

Suggestions made by inspector on how to remedy the problem: <input type="checkbox"/> Yes <input type="checkbox"/> No
Explain:
Follow-up inspection was performed: <input type="checkbox"/> Yes <input type="checkbox"/> No
Date:
Responsible party agreed to voluntarily correct the problem: <input type="checkbox"/> Yes <input type="checkbox"/> No
Voluntary actions did not produce adequate results, therefore enforcement actions required: <input type="checkbox"/> Yes <input type="checkbox"/> No
Warning Notice issued as per Section 14.2 of the IDDE Ordinance: <input type="checkbox"/> Yes <input type="checkbox"/> No
Date:
Notice of Violation issued as per Section 14.3 of the IDDE Ordinance: <input type="checkbox"/> Yes <input type="checkbox"/> No
Date:
Assessment of civil penalties as per Section 14.6 of the IDDE Ordinance: <input type="checkbox"/> Yes <input type="checkbox"/> No
Date:
Criminal prosecution as per Section 14.6 of the IDDE Ordinance: <input type="checkbox"/> Yes <input type="checkbox"/> No
Date:

CERTIFICATION STATEMENT

“I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.”

Print name and title: _____

Signature: _____ **Date:** _____

STORMWATER MANAGEMENT PROGRAM
ADEM NPDES Permit No. ALR040051

ATTACHMENT E.10

Inspection and Correspondence Log

STORMWATER MANAGEMENT PROGRAM
ADEM NPDES Permit No. ALR040051

ATTACHMENT E.11

Long-Term Operation and Maintenance Agreement
for
Post-Construction Stormwater Management (PCSWM) Measures



**LONG-TERM OPERATION AND MAINTENANCE AGREEMENT
FOR
POST-CONSTRUCTION STORMWATER MANAGEMENT (PCSWM) MEASURES**

Building Permit Number: _____

Project Name: _____

Property Address: _____

Calhoun County PPIN: _____

THIS AGREEMENT, made this _____ day of _____, 20____, by and between

_____, hereinafter referred to as the "RESPONSIBLE PARTY(S)" of the project named above and the City of Jacksonville, hereinafter referred to as the "CITY".

WITNESSETH, that

WHEREAS, the RESPONSIBLE PARTY(S) being either the property owner, developer, lessee, home owner's association or other appropriate group does hereby covenant with the CITY and agree as follows:

1. The RESPONSIBLE PARTY(S) shall provide adequate Long-Term Operation and Maintenance of the Post-Construction Stormwater Management (PCSWM) Measures that are identified to remain after construction is completed as shown and describe on the approved plans referenced by the Building Permit Number above to ensure that the PCSWM Measures are and will remain in proper working condition in accordance with the approved plans for the life of the property's use.
2. The RESPONSIBLE PARTY(S) shall perform monthly preventative maintenance activities to the PCSWM Measures, immediate corrective maintenance activities to poorly functioning or inadequately maintained PCSWM Measures, routine and necessary landscaping (grass cutting, etc.) to the PCSWM Measures, and weekly trash removal from the PCSWM Measures.
3. The RESPONSIBLE PARTY(S) shall perform inspections of the PCSWM Measures at least once per year. Records (including dates and times) shall be kept of all maintenance activities, inspections, corrective actions, modifications, state of the PCSWM Measures, and any planned changes to the responsible

party(s). The records shall be made available to the Alabama Department of Environmental Management (ADEM) upon request and shall be provided to the CITY by December 30th of each year. The CITY will also perform inspections at least once per year in order to verify the records submitted by the RESPONSIBLE PARTY(S) and to confirm that the PCSWM Measures are functioning as designed.

4. The RESPONSIBLE PARTY(S) shall grant the CITY or its agent or its contractor the right of entry at reasonable times and in a reasonable manner for the purpose of inspecting, operating, installing, constructing, reconstructing, maintaining or repairing the PCSWM Measures.
5. The RESPONSIBLE PARTY(S) shall grant to the CITY any necessary easements from public rights-of-way to the PCSWM Measures for the CITY or its agent or its contractor.
6. If, the CITY determines that the RESPONSIBLE PARTY(S) fails or refuses to meet the design, operation, or maintenance standards for the PCSWM Measures as shown or described on the approved plans referenced by the Building Permit Number above, the CITY, after reasonable notice (30 days), may correct a violation of the design, operation, or maintenance standards by performing all necessary work to place the measure in proper working condition. In the event that the PCSWM Measures becomes a danger to public safety or public health, the CITY shall notify in writing the RESPONSIBLE PARTY(S) for changes to design, operation, maintenance, or repairs of the PCSWM Measures. Upon receipt of that notice, the RESPONSIBLE PARTY(S) shall have 14 calendar days, or such additional time (____ days) as the CITY shall determine to be reasonably necessary to complete the action, to make changes to design, operation, maintenance, and repairs of the PCSWM Measures in an approved manner. In the event that the corrective action is not undertaken within that time, the CITY may take necessary corrective action. The cost of any action by the CITY shall be billed to the RESPONSIBLE PARTY(S) and the CITY shall be reimbursed of all costs incurred. If the RESPONSIBLE PARTY(S) refuses to pay the bill, the CITY is entitled to bring an action against the RESPONSIBLE PARTY(S) to pay, file a lien against the property, or both. Costs shall include interest, collection fees, court costs, and reasonable attorney fees.
7. The CITY is under no obligation to maintain or repair said PCSWM Measures, and in no event shall this Agreement be construed to impose any such obligation of the CITY.
8. The RESPONSIBLE PARTY(S) and the RESPONSIBLE PARTY(S) heirs, administrators, executors, assigns and any other successors interest shall indemnify and hold harmless the CITY and its officers, agents and employees for any and all damages, accidents, casualties, occurrences, claims or attorney's fees which might arise or be asserted, in whole or in part, against the CITY from the construction, presence, existence, or maintenance of the PCSWM Measures subject to this Agreement. In the event a claim is asserted against the CITY, its officers, agents or employees, the CITY shall notify the RESPONSIBLE PARTY(S) and the RESPONSIBLE PARTY(S) shall defend at the RESPONSIBLE PARTY(S) expense any suit based on such claim. If any judgement or claims against the CITY, its officers, agents or employees, shall be allowed, the RESPONSIBLE PARTY(S) shall pay all costs and expenses in connection therewith. The CITY will not indemnify, defend or hold harmless in any fashion the RESPONSIBLE PARTY(S) from any claims arising from any failure, regardless of any language in any attachment or other document that the RESPONSIBLE PARTY(S) may provide.
9. The RESPONSIBLE PARTY(S) shall not transfer, assign or modify its responsibilities with respect to this Agreement without the prior written consent of the CITY. Nothing herein shall be construed to prohibit a transfer by RESPONSIBLE PARTY(S).
10. No waiver of any provision of this Agreement shall affect the right of any party thereafter to enforce

such a provision or to exercise any right or remedy available.

11. Upon completion of the installation of the PCSWM Measures, the RESPONSIBLE PARTY(S) shall record this Agreement and any associated Easements in the Office of the Probate Judge of Calhoun County, Alabama, and this Agreement and any associated easements shall constitute a covenant running with the land referenced above and shall be binding upon the RESPONSIBLE PARTY(S) and the RESPONSIBLE PARTY(S) heirs, administrators, executors, assigns, and any other successors interest. A copy of the recorded Agreement, any associated easements, and the approved plans (PCSWM Measures) shall be put on file in the Planning and Building Department of the City of Jacksonville.

Attest by RESPONSIBLE PARTY(S):

RESPONSIBLE PARTY(S) Signature

RESPONSIBLE PARTY(S) Signature

RESPONSIBLE PARTY(S) Print Name

RESPONSIBLE PARTY(S) Print Name

Date

Date

RESPONSIBLE PARTY(S) Signature

RESPONSIBLE PARTY(S) Signature

RESPONSIBLE PARTY(S) Print Name

RESPONSIBLE PARTY(S) Print Name

Date

Date

For office use:

Date received: _____

P & B Dept. file number: _____

CITY OF JACKSONVILLE
ILLCIT DISCHARGE DETECTION AND ELIMINATION PROGRAM
ADEM NPDES Permit No. ALR040051

APPENDIX F – FLOW CHARTS

F.1 - When to Sample: Dry-weather Monitoring and Sampling

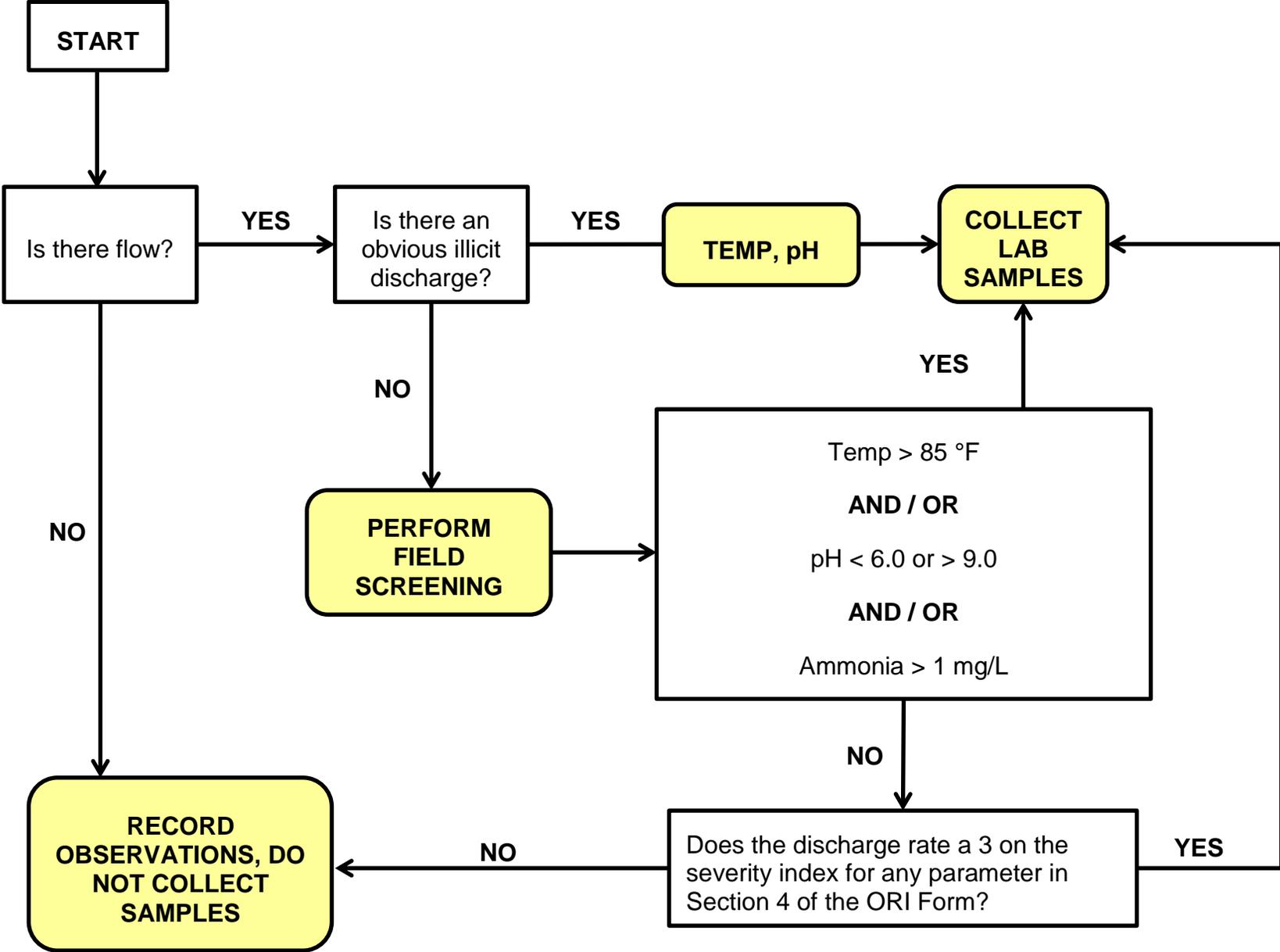
F.2 - Evaluating Analytical Data to Determine Discharge Type

STORMWATER MANAGEMENT PROGRAM
ADEM NPDES Permit No. ALR040051

ATTACHMENT F.1

When to Sample: Dry-weather Monitoring and Sampling Flow Chart

FLOW CHART: WHEN TO SAMPLE

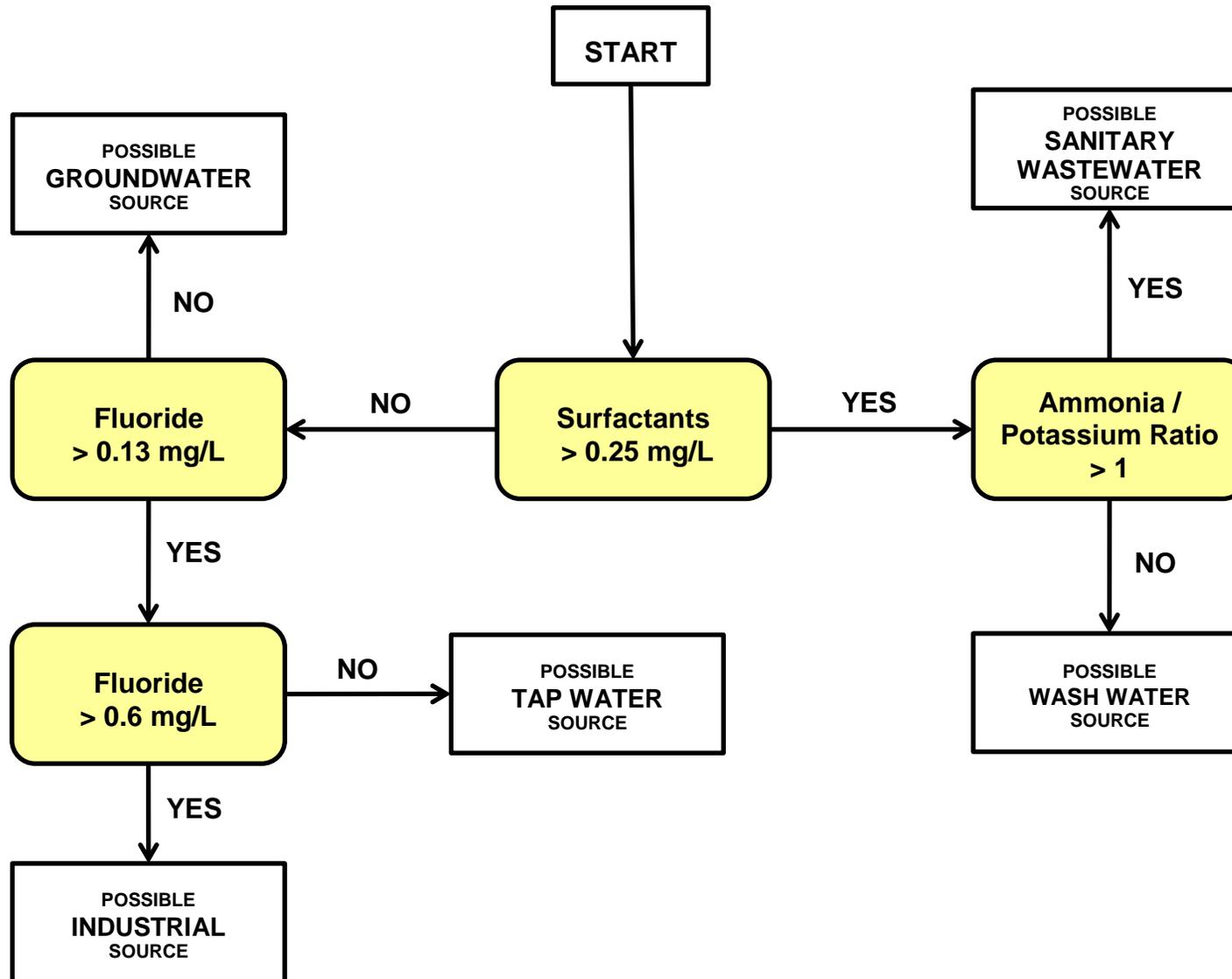


STORMWATER MANAGEMENT PROGRAM
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ATTACHMENT F.2

Evaluating Analytical Data to Determine Discharge Type Flow Chart

FLOW CHART: Evaluating Analytical Data to Determine Discharge Type



CITY OF JACKSONVILLE
STORMWATER MANAGEMENT PROGRAM
ADEM NPDES Permit No. ALR040051

APPENDIX G – UPDATES TO THE SWMP

G.1 - SWMP Update Log

STORMWATER MANAGEMENT PROGRAM
ADEM NPDES Permit No. ALR040051

ATTACHMENT G.1

SWMP Update Log

SWMP Update Log

<u>Date</u>	<u>Reason and Brief Description</u>
1. December 2016	To make modifications throughout the entire SWMP document as necessary for requirements of the new ADEM NPDES Permit No. ALR040051.
2. October 25, 2017	To add the “Long-Term Operation and Maintenance Agreement for Post-Construction Stormwater Management (PCSWM) Measures” form to the SWMP document in Appendix E as Attachment E.11. This update required adding Attachment E.11 to Appendix E in the SWMP Table of Contents on page iii, adding Attachment E.11 to the Appendix E divider page, adding an Attachment E.11 divider page, adding the above form after the Attachment E.11 divider page, and updating the SWMP Update Log in Appendix G.
3. October 18, 2018	Section 1.2 – Revise the Jacksonville MS4 Area. Section 3.3 (Strategy No. 2) – Change one mile to one-half mile. Section 4.4 (Strategy No. 3) – Change one mile to one-half mile. Appendix C, Section 4.3 – Change one mile to one-half mile. Appendix E.1 – Update the Stormwater Construction Site Inspection Report.
4. February 20, 2019	Based upon results of the ADEM Audit on February 19, 2019, the City removed all information and references to a form titled “ADEM NPDES Construction General Permit Acknowledgement”. The removal of this form affected the following areas within the SWMP: SWMP Table of Contents (Appendices) – Omitted E.3 information. Section 5.3 (Strategy No. 2) – Removed any reference to the form. Appendix E (Divider Page) – Omitted E.3 information. Attachment E.3 (Divider Page) – Omitted information on the divider page and omitted the form following the divider page.