

## ***Appendix A***

### ***Storm Water Pollution Prevention Program for the Management of Municipal Separate Storm Sewer Systems within the City of Edina***



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

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

**NO FEE**

Application deadline: **June 1, 2006**

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

## I. MS4 Information

### A. Application Type

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

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

City of Edina

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

4801 W. 50<sup>th</sup> St.

*Mailing Address*

Edina

MN

55424-1394

*City*

*State*

*Zip Code*

Hennepin

*County*

41-600-5118

802-1794

*Federal Tax ID*

*State Tax ID*

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

Houle, P.E.

Wayne

City

Engineer/Public

Works Director

*Last Name*

*First Name*

*Title*

4801 W. 50th St.

*Mailing Address*

Edina

MN

55424-1394

*City*

*State*

*Zip Code*

952-826-0443

whoule@ci.edina.mn.us

*Telephone (include area code)*

*E-mail Address*

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

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

## III. Reporting and Recordkeeping

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

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

Edina City Hall <i>Name of Location</i>	www.ci.edina.mn.us/Pages/L4-18b_StormWaterPollution <i>If your SWPPP is available electronically, indicate location</i>	
4801 W. 50 <sup>th</sup> St. <i>Street Address</i>		
Edina <i>City</i>	MN <i>State</i>	55424-1394 <i>ZIP Code</i>
Wayne Houle, P.E. <i>Contact Name</i>	952-826-0443 <i>Contact Phone Number</i>	
Monday-Friday, 8am to 4:30pm <i>Hours of Availability</i>		

## IV. Limitations of Coverage

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

**1. Prohibited Waters**

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

Yes  No

**2. Restricted Discharge**

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

Yes  No

**3. Prohibited or Restricted Waters**

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

Yes  No

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

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

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

Name: \_\_\_\_\_ Position: \_\_\_\_\_ Phone: \_\_\_\_\_

**C. Special Waters**

**1. Trout Waters**

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

Yes  No

**2. Wetlands**

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

Yes  No

**3. Environmental Review**

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

Yes  No

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

Name: Wayne Houle, P.E. Position: City Engineer Phone: 952-826-0443

**4. Endangered or Threatened Species**

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

Yes  No

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

Name: Wayne Houle, P.E. Position: City Engineer Phone: 952-826-0443

**5. Historic Places and Archeological Sites**

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

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

Name: Wayne Houle, P.E. Position: City Engineer Phone: 952-826-0443

**6. Drinking Water Sources**

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

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

## V. Owner or Operator Certification

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

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons, who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete (Minn. R. 7001.0070).

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

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

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

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

**X**

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*Authorized Signature*

*Date*

*Houle, P.E.*

*Wayne*

*City Engineer/Public Works Director*

*Last Name*

*First Name*

*Title*

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*4801 W. 50th St.*

*Mailing Address*

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*Edina*

*MN*

*55424*

*City*

*State*

*ZIP Code*

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*952-826-0443*

*Telephone (include area code)*

*whoule@ci.edina.mn.us*

*E-mail Address*

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

**CERTIFICATION**

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

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Peter R. Willenbring, P.E.

Date: May 15, 2006

Lic.No.15998

## **Table of Contents**

### **Cover Letter**

### **Title Page**

- I. Introduction
- II. Municipal Separate Storm Sewer System Evaluation
- IV. Best Management Practices Implementation Plan
- V. Annual Report

### **List of Figures**

- 1. Location Map
- 2. DNR Public Waters Map
- 3. National Wetland Inventory Map

### **List of Tables**

- 1. BMP Implementation Plan

## I. INTRODUCTION

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

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

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

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

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

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

**Figure 1  
Location Map**

**Figure 2**  
**DNR Public Waters Map**

**Figure 3**  
**National Wetlands Inventory Map**

## II. MUNICIPAL SEPARATE STORM SEWER SYSTEM EVALUATION

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

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

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

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

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

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

## CITY OF EDINA MS4 SWPPP

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

### **III. STORM WATER POLLUTION PREVENTION PROGRAM**

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

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

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

Please note that the City’s Comprehensive Water Resource Management Plan (CWRMP) is referenced throughout the Best Management Practices (BMPs) of the SWPPP. The CWRMP is an engineering document with detailed technical information about Major watersheds, sub-watersheds, hydraulic design, hydrologic design, wetland inventories, surface water capital improvement projects, surface water management programs, FEMA floodplains, DNR public waters, water quality requirements, water quantity information, and City policy and funding mechanisms for storm water management. This plan is available to the public at Edina City Hall.

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

## **MCM 1.0 PUBLIC EDUCATION AND OUTREACH ON STORMWATER IMPACTS**

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

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

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

- 1) Distribute information on illicit discharges, erosion, shoreline management, composting and pollution prevention and other applicable BMPs utilized in the SWPPP. This information may be distributed through City mailings, newsletters, bill stuffing, and on the City website.
- 2) Update existing storm water webpage with additional water resource related information. The web page will specifically describe the SWPPP, each minimum control measure, the goals and actions planned by the City, provide links to BMPs, articles on each control measure, and collect feedback from site visitors.
- 3) Provide training opportunities for City staff including erosion control, BMPs, good housekeeping, and pollution prevention. Training topics could include, but are not limited to:
  - a) Mn/DOT Erosion Control Certification
  - b) Storm Water Pollution Prevention Program Workshops
  - c) Best Management Practices Workshops
  - d) Brochures and publications distributed to staff
- 4) Begin working collaboratively with the Nine Mile Creek Watershed District (NMCWD) and Minnehaha Creek Watershed District (MCWD) in distributing educational materials and promoting/supporting outreach programs. Programs will consist of public presentations, website development, and storm water educational materials, etc.

## **MCM 2.0 PUBLIC PARTICIPATION/INVOLVEMENT**

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

## CITY OF EDINA MS4 SWPPP

- 1) Conduct an annual public meeting on the City's Storm Water Pollution Prevention Program and solicit opinion on the plan and consider written and oral input on the adequacy of the SWPPP.
- 2) The City intends to incorporate public information on SWPPP issues into a separate page on the City's website. The web page would specifically describe the SWPPP, each minimum control measure, the goals and actions planned by the City, provide links to BMPs, articles on each control measure, and collect feedback from site visitors.

### **MCM 3.0 ILLICIT DISCHARGE DETECTION AND ELIMINATION**

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

- 1) Review existing city ordinances relating to illicit discharges, and develop/adopt an illicit discharge ordinance (if necessary).
- 2) Annually update all identified City-owned storm sewer conveyances (24" or greater) to reflect changes or additions to the storm sewer system. This will also identify all outfalls and discharge points leaving the City.
- 3) Expand the current program to detect and reduce all forms of non-storm water discharges. Continue to inspect for illicit discharges during the outfall and pond inspections.
- 4) Distribute educational materials to residents and provide illicit discharge educational activities to City staff a minimum of one time annually.

### **MCM 4.0 CONSTRUCTION SITE STORM WATER RUNOFF CONTROL**

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

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

- 4) Construction site operators must conform to NPDES Phase II, watershed district, and City ordinances pertaining to erosion and sediment controls and waste controls.

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

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

- 1) Continue to use existing development review policies currently in place to address water quality, erosion control, and BMP's.
- 1) Evaluating all structural and non-structural BMP's during the plan review process for the potential of new and/or revised BMP's.
- 2) Actively look for non-structural opportunities where prudent and feasible.
- 3) Implementing the requirements of the Comprehensive Water Resource Management plan and applicable City ordinances.
- 4) Inspecting post-construction BMP's then evaluate inspection records for determining the corrective maintenance actions (if necessary) for the long-term operation of all storm water management facilities.

**MCM 6.0 POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS**

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

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

## CITY OF EDINA MS4 SWPPP

- 5) The City will annually review practice and policies of road salt applications. The City will consider alternative products, calibration of equipment, inspection of vehicles and staff training to reduce pollutants from road deicing activities.
- 6) The City will continue with the current street sweeping program, identify improvements, and implement changes to reduce storm water pollutants.
- 7) The City will construct backwash recycle tanks at water treatment plants #2, #3, and #4 by June 30, 2007. Quarterly Wastewater Treatment Discharge Monitoring Reports will be submitted beginning September 2007 through the life of this permit, May 31, 2011.

### **BMP SS 7.0 NON-DEGRADATION FOR SELECTED MS4's**

- 1) The City will prepare a Loading Assessment, Non-degradation Report, and comply with the public participation process as per Part X. Appendix D of the MS4 General Permit.

### **BMP SS 8.0 IV.D- SECTION 303(d) IMPAIRED WATERS LISTINGS**

- 1) The City will review all discharges from the City's MS4 system to impaired waters, pursuant to section IV.D.

## **IV. BEST MANAGEMENT PRACTICES IMPLEMENTATION PLAN**

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

CITY OF EDINA MS4 SWPPP

**Table 1  
BMP IMPLEMENTATION PROGRAM**

<b>Best Management Practices</b>	<b>Description of BMP &amp; Goal</b>	<b>Schedule</b>
<b>MCM 1 Public Education and Outreach</b>		
<b>1a-1</b> <u>Distribute Educational Materials</u> Brochures, Handouts, and Newsletters, SWPPP Web Page, Annual Public Meeting	Distribute a minimum of 3 educational publications via City mailings, workshops, presentations, website postings, or newsletters. Begin working collaboratively with the NMCWD and MCWD in distributing educational materials and promoting/supporting outreach programs.	Begin September 1, 2007. Implement activities in 2008. Review and revise educational activities schedule and funding January 1, 2009 through 2011.
<b>1b-1</b> Implement an Education Program	Implement educational activities and coordinate with the NMCWD and MCWD. Record attendances, web site visits, keep minutes, record statements/requests, and written comments.	Begin September 1, 2007. Implement activities in 2008. Review and revise educational activities schedule and funding January 1, 2009 through 2011.
<b>1c-1</b> Education Program: Public Education and Outreach Program	Update City webpage devoted to water resource related issues. Distribute 2 water resource related articles in the City newsletter per year.	Begin September 1, 2007. Implement by January 1, 2008.
<b>1c-2</b> Education Program: Public Participation	Encourage public participation to public presentations, outreach programs, and the City's website.	Implement by January 1, 2008.
<b>1c-3</b> Education Program: Illicit Discharge Detection and Elimination	Distribute a minimum of one illicit discharge related publication to residents per year. Provide illicit discharge education to City staff.	Begin distributing educational material to residents in 2008 through May 31, 2011. Provide staff education in 2007 through May 31, 2011.
<b>1c-4</b> Education Program: Construction Site Run-off Control	Meet with contractors and residents prior to the start of construction to discuss implementing project specific BMP's. Provide erosion control education to City staff.	Continue the plan review process/pre-construction meetings. Provide staff education in 2007 through May 31, 2011.
<b>1c-5</b> Education Program: Post-Construction Stormwater Management in New Development and Redevelopment	Distribute a minimum of one post-construction stormwater management related publication to residents per year.	Begin distributing educational material to residents in 2008 through May 31, 2011.
<b>1c-6</b> Education Program: Pollution Prevention/Good Housekeeping for Municipal Operations	Provide a minimum of one pollution prevention related training opportunity to City staff per year.	Begin in 2007 through the expiration of this permit, May 31, 2011.
<b>1d-1</b> Coordination of Educational Programming	Continue to coordinate educational components, programming, and schedule with outside organizations.	Annually evaluate and update as needed 2006 – 2011
<b>1e-1</b> Annual Public Meeting	Hold an annual public meeting to distribute educational materials and present an overview of the MS4 program and City's SWPPP	Minimum of once/year, annually through May 31, 2011.

CITY OF EDINA MS4 SWPPP

Best Management Practices	Description of BMP & Goal	Schedule
<b>MCM 2</b>		
<b>Public Participation and Involvement</b>		
<b>2a-1</b> Comply with Public Notice Requirements	Notice the annual public meeting in the official newspaper 30 days prior to the meeting date	Annually through May 31, 2011
<b>2b-1</b> Solicit Public Input and Opinion on the Adequacy of the SWPPP	Hold an annual public meeting and host a web page to solicit public opinion on the SWPPP	Minimum of once/year, annually through 2011.
<b>2c-1</b> Consider Public Input	Record attendance, keep minutes, record statements, and written comments and document changes made to the SWPPP	Minimum of once/year, annually through 2011.
<b>MCM 3</b>		
<b>Illicit Discharge Detection and Elimination</b>		
<b>3a-1</b> Storm Sewer System Map	Update storm sewer system map, as needed.	Annually 2006 – May 31, 2011
<b>3b-1</b> Regulatory Control Program	Review existing ordinances; develop a specific city ordinance related to illicit and non-stormwater discharges (if needed).	Develop ordinance in 2007. Implement ordinance in 2008.
<b>3c-1</b> Illicit Discharge Detection and Elimination Plan	Expand the current program to detect and reduce all forms of non-storm water discharges. Continue to inspect for illicit discharges during the outfall and pond inspections.	Continue to implement through, May 31, 2011. Expand program by 2009.
<b>3d-1</b> Public and Employee Illicit Discharge Information Program	Distribute educational materials to residents and provide illicit discharge educational activities to City staff a minimum of one time annually.	Begin January 1, 2008. Review annually through May 31, 2011.
<b>3e-1</b> Identification of Non Stormwater Discharges and Flows	The City has identified and evaluated all non-storm water discharges (as defined in Part V.G.3.e) to be insignificant pollutant contributors.	Completed
<b>MCM 4</b>		
<b>Construction Site Storm Water Runoff Control</b>		
<b>4a-1</b> Ordinance or other Regulatory Mechanism	Review current permit stipulations/City codes relating to project specific erosion and sediment control (update as necessary).	Review and add additional requirements (if applicable). Enforce new permit requirements in through May 31, 2011.
<b>4b-1, 4c-1</b> Construction Site Implementation of Erosion and Sediment Control BMP's: Waste Controls for Construction Site Operators	Construction site operators must conform to NPDES Phase II, watershed district, and City ordinances pertaining to erosion and sediment controls and waste controls.	Continue to implement through May 31, 2011. Add new NPDES requirements (if necessary) through May 31, 2011.
<b>4d-1</b> Procedure for Site Plan Review	No City permit to allow land disturbing activities shall be issued until approval of storm water management plan (if applicable) and/or erosion control plan or waiver has been obtained.	Continue to implement through May 31, 2011.

CITY OF EDINA MS4 SWPPP

Best Management Practices	Description of BMP & Goal	Schedule
<p><b>4e-1</b> Establishment of Procedures for the Receipt and Consideration of Reports of Stormwater Noncompliance</p>	<p>Provide a phone number, website, and point of contact for the public to report storm water pollution issues. Staff procedures for stormwater non-compliance are defined in BMP summary sheet 4e-1.</p>	<p>Completed.</p>
<p><b>4f-1</b> Establishment of Procedures for Site Inspections and Enforcement</p>	<p>Continue to enforce the City's erosion control and waste disposal standards. Add additional procedures or requirements as necessary.</p>	<p>Please refer to BMP Summary sheets 4a-1 through 4e-1.</p>
<p><b>MCM 5</b> <b>Post Construction Storm Water Management Measures</b></p>		
<p><b>5a-1</b> Development and Implementation of Structural and/or Non-Structural BMP's</p>	<p>The City will evaluate all structural and non-structural BMP's during the plan review process for the potential of new and/or revised BMP's. The City will also actively look for non-structural opportunities where prudent and feasible.</p>	<p>Continue through May 31, 2011.</p>
<p><b>5b-1</b> Regulatory Mechanism to Address Post Construction Runoff from New Development and Redevelopment</p>	<p>The City will implement the requirements of the Comprehensive Water Resource Management Plan and applicable City ordinances.</p>	<p>Continue through May 31, 2011</p>
<p><b>5c-1</b> Long-term Operation and Maintenance of BMP's</p>	<p>The City will continue to annually inspect a minimum of 20% of all its MS4 outfalls, sediment basins, and ponds, then evaluate and record the number of proposed maintenance projects and successful funding of each project (if applicable). Success of this BMP is defined as achieving the measurable goals of minimum control measure 6.</p>	<p>Continue through May 31, 2011</p>
<p><b>MCM 6</b> <b>Pollution Prevention/Good Housekeeping Measures</b></p>		
<p><b>6a-1</b> Municipal Operations and Maintenance Program</p>	<p>City staff will implement the Comprehensive Water Resource Management Plan; conform to all BMP's within MCM #6.</p>	<p>Implement in 2006; annually evaluate and update as needed 2007 – May 31, 2011.</p>
<p><b>6a-2</b> Street Sweeping Program</p>	<p>Street sweep once annually. Record the annual number of times streets are brush swept as well as document any additional activities that were undertaken regarding this program</p>	<p>Sweep once per year; record annually 2006- May 31, 2011.</p>
<p><b>6b-2</b> Annual Inspection of All Structural Pollution Control Devices</p>	<p>Inspect and document all structural pollution control devices a minimum of once per year.</p>	<p>Minimum of once/year, annually through May 31, 2011.</p>
<p><b>6b-3</b> Inspection of a Minimum of 20% of the MS4 Outfalls, Sediment Basins and Ponds Each Year on a Rotating Basis.</p>	<p>The City will inspect all mapped outfalls, sediment basins, and ponds a minimum of 20% each year (on a rotating schedule during permit coverage) and record the number inspected, and rate the condition of each outfall.</p>	<p>Continue inspecting a minimum of 20% per year through May 31, 2011 or until 100% complete prior to May 31, 2011.</p>

CITY OF EDINA MS4 SWPPP

Best Management Practices	Description of BMP & Goal	Schedule
<p><b>6b-4</b> Annual Inspection of All Exposed Stockpile, Storage, and Material Handling Areas.</p>	<p>Locate and inspect all exposed stockpile, storage and material handling areas located on City-owned properties, record inspections, correct and document all remedial actions a minimum of once per year.</p>	<p>Begin in 2007 through May 31, 2011.</p>
<p><b>6b-5</b> Inspection Follow-up, Including the Determination of Whether Repair, Replacement, or Maintenance Measures are Necessary and the Implementation of the Corrective Measures.</p>	<p>Determinations of repair, replacement, or maintenance measures will be directed by the City Engineer. All corrective maintenance, repair, and/or replacement measures will be recorded in the City's SWPPP.</p>	<p>Continue to implement through May 31, 2011.</p>
<p><b>6b-6</b> Record Reporting and Retention of All Inspections and Responses to the Inspections</p>	<p>The City will record the number of inspection record requests and distributed materials.</p>	<p>Minimum of one/year, annually through May 31, 2011.</p>
<p><b>6b-7</b> Evaluation of Inspection Frequency</p>	<p>Record all stormsewer and pond inspections completed annually. Evaluate inspection records every 2 years.</p>	<p>Minimum of one/year, annually through May 31, 2011.</p>
<p><b>6b-8</b> Landscaping &amp; Lawn Care Practices Review</p>	<p>Continue to evaluate current practices of fertilizer, pesticide, and herbicide application, mowing operations, grass clipping collection, mulching, and composting.</p>	<p>Minimum of one/year, annually through May 31, 2011.</p>
<p><b>6b-9</b> Road Salt Application Review</p>	<p>Continue to evaluate current practices of road salt applications, alternative products, calibration of equipment, inspection of vehicles and staff training.</p>	<p>Minimum of one/year, annually through May 31, 2011.</p>
<p><b>6b-10</b> Backwash Recycle Tanks</p>	<p>The City will construct backwash recycle tanks at water treatment plants #2, #3, and #4 by June 30, 2007.</p>	<p>Quarterly Wastewater Treatment Discharge Monitoring Reports will be submitted beginning September 2007 through the life of this permit, May 31, 2011</p>
<p><b>Additional BMP's</b></p>		
<p><b>7</b> Nondegradation for Selected MS4s</p>	<p>The City will prepare a Loading Assessment, Nondegradation Report, and comply to the public participation process as per Part X. Appendix D of the MS4 General Permit.</p>	<p>Submit by January 1, 2008</p>
<p><b>8</b> VI.D- Section 303(d) Impaired Waters Listings</p>	<p>The City will review all discharges from the City's MS4 system to impaired waters, pursuant to section IV.D.</p>	<p>Submit to MPCA prior to June 30, 2008. Continue annually through May 31, 2011.</p>

## V. ANNUAL REPORT

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

A. Status of Compliance With Permit Conditions

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

B. Work Plan

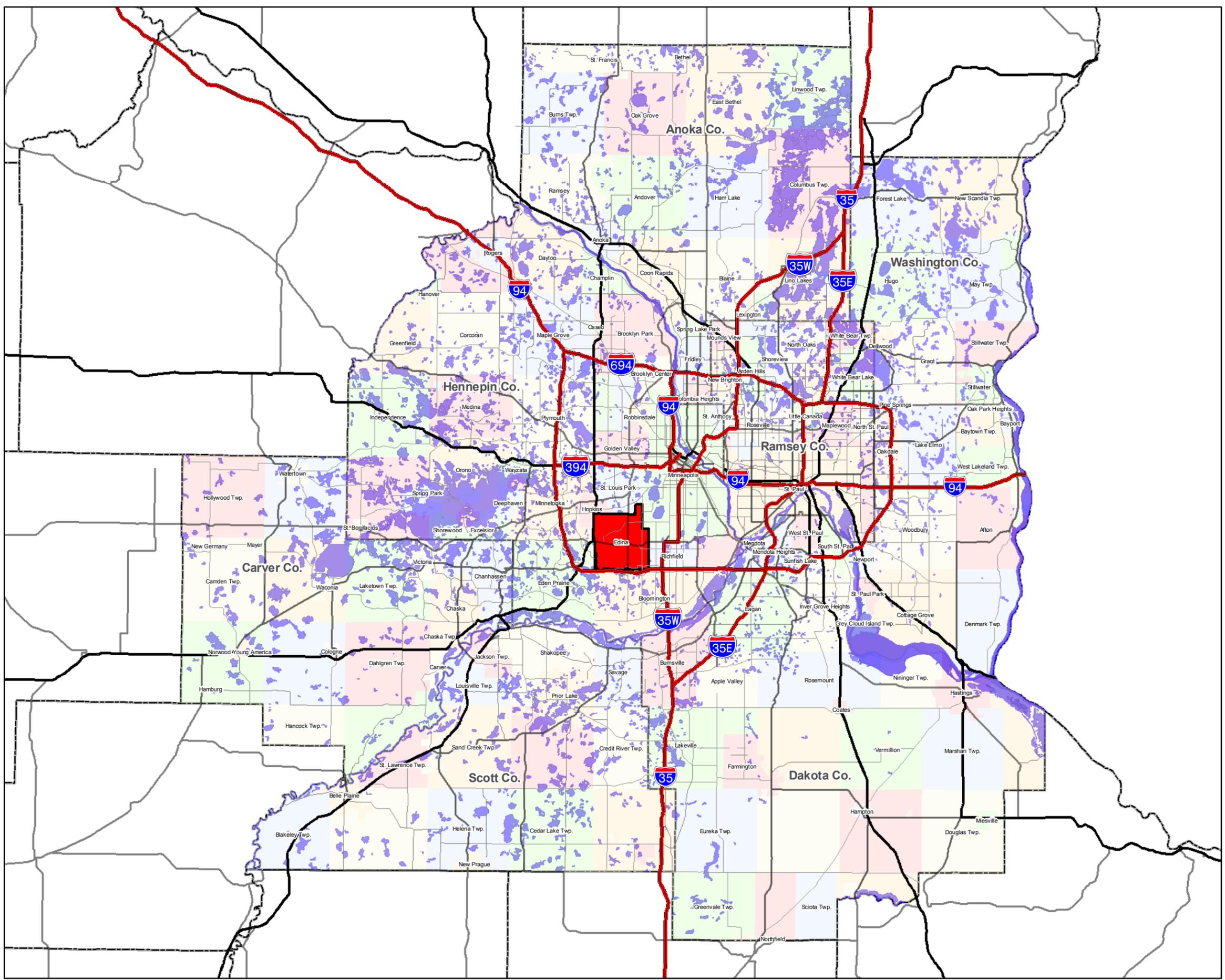
The annual report will contain a list of storm water activities that are planning to be undertaken in the next reporting cycle.

C. Modifications to the SWPPP

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

D. Notice of Coordinated Activities

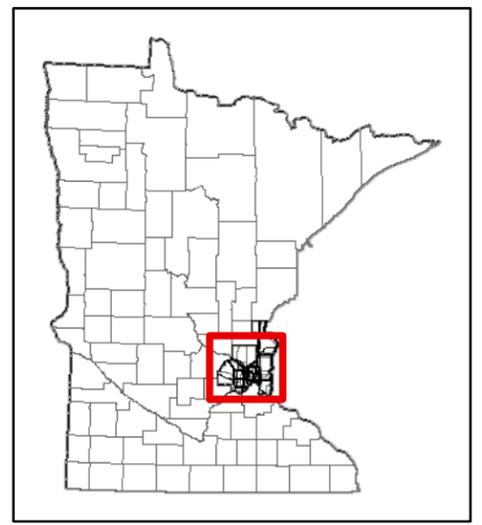
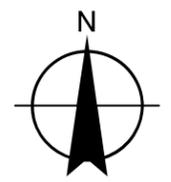
A notice will be included in the annual report for any portions of the permit for which a government entity or organization outside of the MS4 is being utilized to fulfill any BMP contained in the SWPPP.

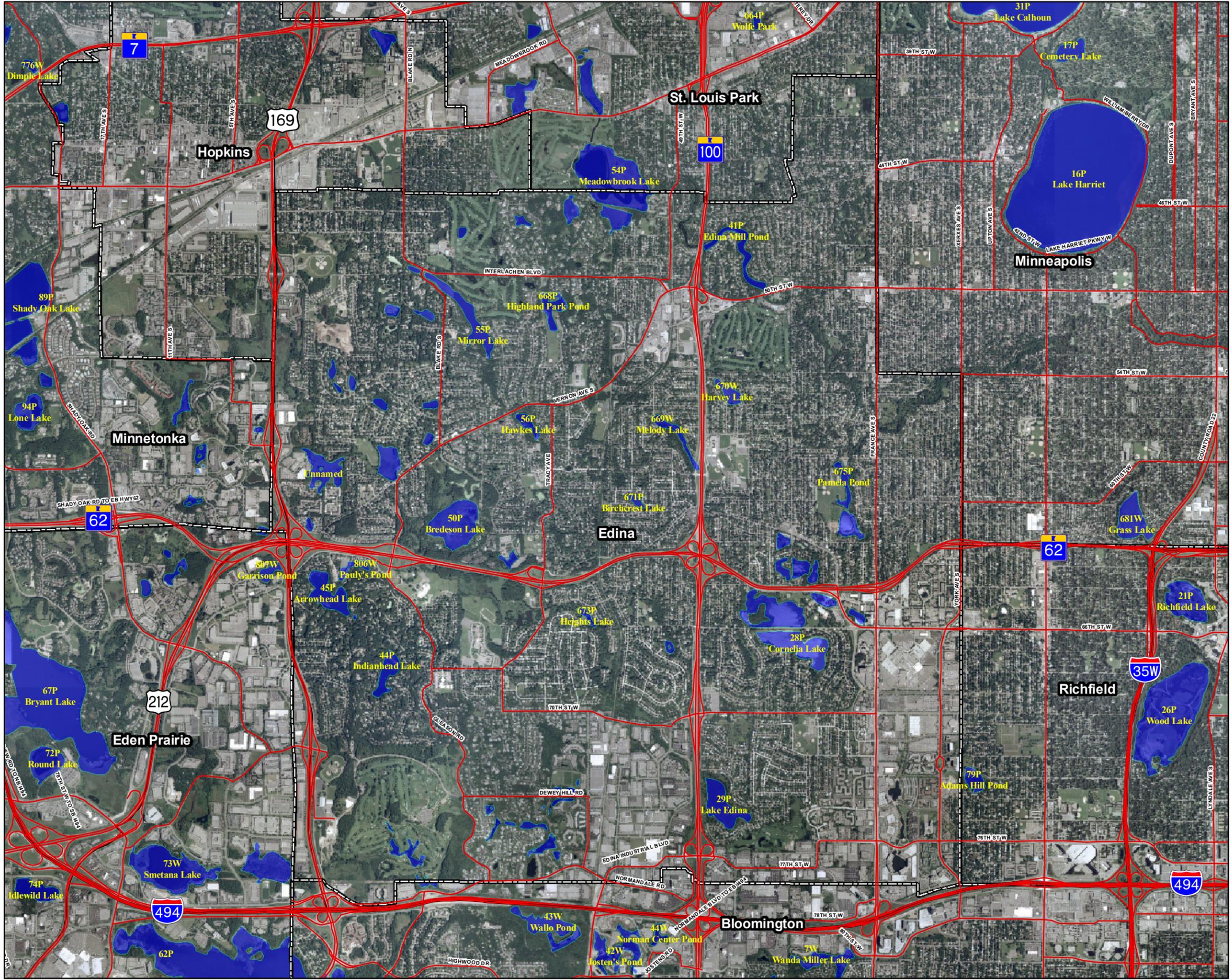


# City Of Edina MS4/SWPPP



## Location Map Figure 1





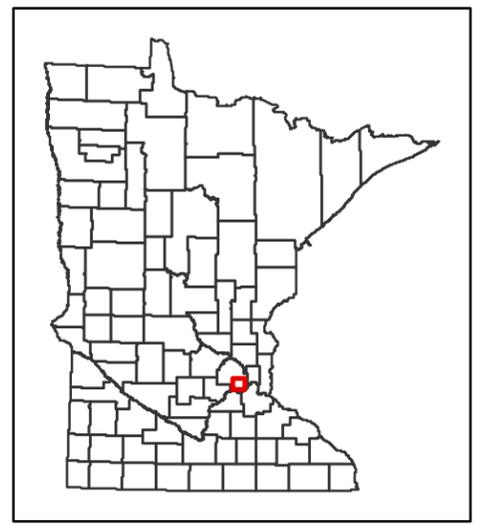
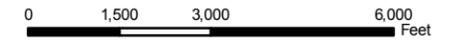
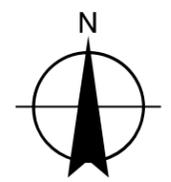
# City Of Edina MS4/SWPPP

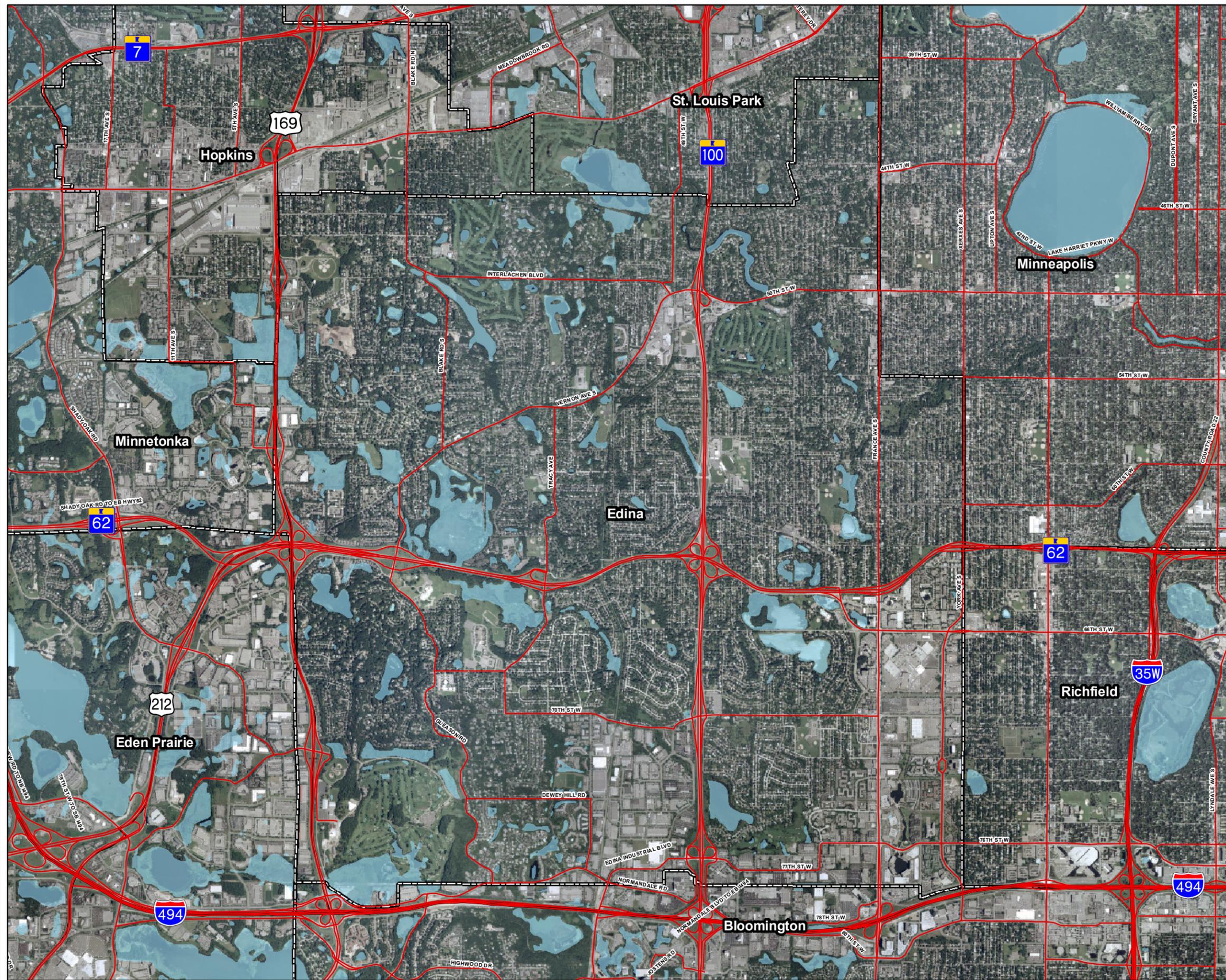


## DNR Public Waters/Wetlands Figure 2

### Legend

-  Roads
-  Corporate Boundaries
-  DNR Public Waters & Wetlands





# City Of Edina MS4/SWPPP

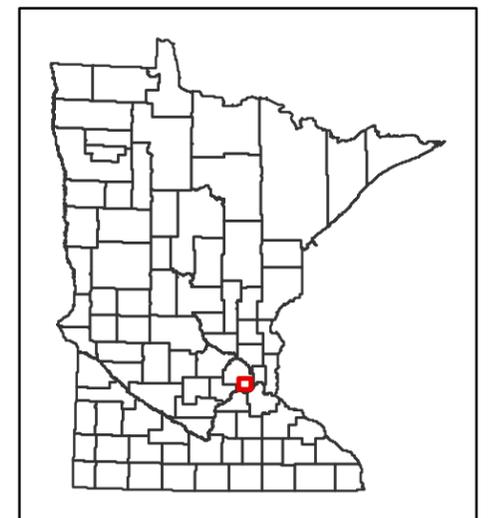


## NWI Wetlands

Figure 3

### Legend

-  Roads
-  Corporate Boundaries
-  NWI Wetlands



# BMP Summary Sheet

**MS4 Name:** City of Edina

**Minimum Control Measure:** 1-PUBLIC EDUCATION AND OUTREACH

**Unique BMP Identification Number:** 1a-1

<p><b>*BMP Title:</b> Distribute Educational Materials</p>
<p><b>*BMP Description:</b></p> <p>The City or its designee will develop and distribute articles and information on the City's Storm Water Pollution Prevention Plan including information on the stormwater issues, non-point source pollution, NPDES regulation and guidance, the annual public meeting, illicit discharges, erosion control, shoreline management, local agency contacts, stormwater website links, composting and pollution prevention and other applicable best management practices. This publication will be distributed through City mailings, workshops, presentations, website postings, and articles in the City newsletter.</p> <p>The City will work collaboratively with the Nine Mile Creek Watershed District (NMCWD) and Minnehaha Creek Watershed District (MCWD) in distributing educational materials and promoting/supporting outreach programs. Programs may consist of City Newsletters (minimum of two per year), and general conservation information and presentations (NMCWD and MCWD).</p> <p><b>Education Goal:</b> These programs are designed to educate and inform the public on pertinent water resource management issues and increase the public's participation in water management activities.</p> <p><b>Audience:</b> This activity will be directed to all City residents, property owners, and business owners within the urbanized area.</p> <p>Location(s) in SWPPP of detailed information relating to this BMP: Index Page 1: BMP ID No. 1a-1 Distribute Educational Materials – Record of Activities Completed. Please note that educational samples may be included in each annual report.</p>
<p><b>*Measurable Goals:</b></p> <p>The City will distribute a minimum of three educational publications via City mailings, workshops, presentations, website postings, or newsletters per calendar year.</p>
<p><b>*Timeline/Implementation Schedule:</b></p> <p>Implementation of this BMP will coincide with BMP summary sheets 1b-1 and 1c-1.</p>
<p><b>Specific Components and Notes:</b></p> <p>Please note that educational samples may be included in each annual report at the discretion of the City Engineer. Information may be added or modified to the website as necessary.</p>
<p><b>*Responsible Party for this BMP:</b></p> <p>Name: Jennifer Bennerotte Department: Communications &amp; Marketing Director Phone: 952-833-9520 E-mail: <a href="mailto:jbennerotte@ci.edina.mn.us">jbennerotte@ci.edina.mn.us</a></p>

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

**BMP Summary Sheet Page 2**

**Responsible Person:**

Name: Jennifer Bennerotte  
Title: Communications & Marketing Director  
Phone: 952-833-9520  
E-mail: [jbennerotte@ci.edina.mn.us](mailto:jbennerotte@ci.edina.mn.us)

**BMP ID No. 1a-1 Distribute Educational Materials**

**Record of Activities Completed:**

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

Date	Description	Contact Person (if different than responsible person)

I hereby certify that the above activities were completed.

\_\_\_\_\_  
Signature of Responsible Official

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

# BMP Summary Sheet

**MS4 Name:** City of Edina

**Minimum Control Measure:** PUBLIC EDUCATION AND OUTREACH

**Unique BMP Identification Number:** 1b-1

<p><b>*BMP Title:</b> Implement an Education Program</p>
<p><b>*BMP Description:</b></p> <p>The City or its designee will develop and distribute educational material and present an overview of the MS4 program and 6 minimum control measures used within the City's SWPPP at each annual public meeting, via City mailings or newsletters, and on the City's storm water web page.</p> <p>Educational material will include storm water issues, potentially consisting of (but not limited to) non-point source pollution, erosion and sediment control, NPDES regulation and guidance, illicit discharge, storm water pollution prevention goals of the City, local agency contact information, and additional storm water website links.</p> <p>Location(s) in SWPPP of detailed information relating to this BMP: Index Page 1: BMP ID No. 1b-1 Implement an Education Program – Record of Activities Completed. Please note that educational samples may be included in each annual report.</p>
<p><b>*Measurable Goals:</b></p> <p>The City will provide stormwater education and outreach programs for residents within the City. This goal will be met if the City develops an educational program in 2007 and implements this program in 2008.</p>
<p><b>*Timeline/Implementation Schedule:</b></p> <ol style="list-style-type: none"><li>1. Coordinate educational efforts with the NMCWD and MCWD to prepare an educational activities schedule and determine the amount of funding needed annually for educational outreach/training, beginning September 1, 2007.</li><li>2. Implement specific educational activities by January 1, 2008</li><li>3. Review and revise educational activities schedule and funding, annually from January 1, 2009 – 2011</li></ol>
<p><b>Specific Components and Notes:</b></p> <p>The City will review the effectiveness of each activity in determining the following year's educational activities.</p>
<p><b>*Responsible Party for this BMP:</b></p> <p>Name: Jennifer Bennerotte Department: Communications &amp; Marketing Director Phone: 952-833-9520 E-mail: <a href="mailto:jbennerotte@ci.edina.mn.us">jbennerotte@ci.edina.mn.us</a></p>

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# BMP Summary Sheet

**MS4 Name:** City of Edina

**Minimum Control Measure:** PUBLIC EDUCATION AND OUTREACH

**Unique BMP Identification Number:** 1c-1

<p><b>*BMP Title:</b> Education Program: Public Education and Outreach Program</p>
<p><b>*Audience(s) Involved:</b> All City residents, property owners, and business owners.</p>
<p><b>*Educational Goals for Each Audience:</b> The City or its designee will raise awareness to the audiences involved by providing information on stormwater pollution prevention, effects of illicit discharge, best management practices, components of the City SWPPP, and outside entity resources available to City residents and business owners.</p>
<p><b>*Activities Used to Reach Educational Goals:</b></p> <ol style="list-style-type: none"><li>1. <u>City Website</u>: The City will update its existing storm water webpage with additional water resource related issues. Topics may include, SWPPP information, best management practices, illicit discharge prevention and detection information, information on non-point source pollution, and local contact information for residents to request further information on specific stormwater topics or to report a stormwater related infraction.</li><li>2. <u>City Newsletter</u>: The City will develop then distribute water resource related articles in the City newsletter. Article topics may include best management practices, illicit discharge information, and non-point source pollution, etc.</li><li>3. <u>Collaborate with the NMCWD and MCWD</u>: City staff will coordinate with the <u>NMCWD and MCWD</u> to distribute educational materials and promote outreach programs. Please refer to BMP summary sheet 1a-1 for information on specific educational materials and outreach programs.</li></ol>
<p><b>*Activity Implementation Plan:</b></p> <ol style="list-style-type: none"><li>1. <u>City Website</u>: The City will update its existing storm water webpage with additional water resource related information beginning September 1, 2007.</li><li>2. <u>City Newsletter</u>: City staff will develop then distribute stormwater related articles in the City newsletter. This goal will be met by distributing a minimum of two stormwater related articles in the City newsletter each year, beginning January 1, 2008.</li><li>3. <u>Collaborate with the NMCWD and MCWD</u>: City staff will coordinate with the <u>NMCWD and MCWD</u> to distribute educational materials and promote outreach programs. This goal will be met by promoting and advertising a minimum of 2 educational workshops or presentations per year, beginning January 1, 2008. Refer to BMP sheets 1a-1 and 1b-1.</li></ol>
<p><b>*Performance Measures:</b> The City or its designee will document the number of attendees at each scheduled activity (public meeting, workshop, presentation, etc.) and requests for printed brochures, as a way to measure the effectiveness of each activity used. The City will then review the effectiveness of each activity used in determining the following year's educational activities.</p>
<p><b>*Responsible Party for this BMP:</b></p> <p>Name: Jennifer Bennerotte Department: Communications &amp; Marketing Director Phone: 952-833-9520 E-mail: <a href="mailto:jbennerotte@ci.edina.mn.us">jbennerotte@ci.edina.mn.us</a></p>

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**BMP Summary Sheet Page 2**

**Responsible Person:**

Name: Jennifer Bennerotte  
Title: Communications & Marketing Director  
Phone: 952-833-9520  
E-mail: [jbennerotte@ci.edina.mn.us](mailto:jbennerotte@ci.edina.mn.us)

---

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

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

Date	Description	Contact Person (if different than responsible person)

I hereby certify that the above activities were completed.

\_\_\_\_\_  
Signature of Responsible Official

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

# BMP Summary Sheet

**MS4 Name:** City of Edina

**Minimum Control Measure:** PUBLIC EDUCATION AND OUTREACH

**Unique BMP Identification Number:** 1c-2

<b>*BMP Title:</b> Education Program: Public Participation
<b>*Audience(s) Involved:</b> City of Edina residents, property owners, and business owners.
<b>*Educational Goals for Each Audience:</b> The educational goal of this program is to increase awareness and understanding of water quality issues and the Storm Water Pollution Prevention Program to the audiences involved, and to provide resources to allow the audiences to participate in reducing or preventing stormwater pollution.
<b>*Activities Used to Reach Educational Goals:</b> <ol style="list-style-type: none"><li>1. <u>Public Presentations:</u> On stormwater quality issues, workshops and/or hands-on demonstrations of non-point pollution sources, BMPs, and behavior changes audience members can implement to reduce or prevent stormwater pollution. Specific activities will be scheduled by City staff in conjunction with the NMCWD and MCWD. Program information and objectives will vary year to year.</li><li>2. <u>City Website:</u> The City will update its existing storm water webpage with additional water resource related topics. Topics may include SWPPP information, best management practices, illicit discharge prevention and detection information, information on non-point source pollution, and local contact information for residents to request further information on specific stormwater topics or to report a stormwater related infraction. Public participation will be measured by the number of website hits annually from 2008 to May 31, 2011.</li><li>3. <u>Outreach Programs:</u> Please refer to BMP summary sheet 1a-1 for information on specific educational materials and outreach programs.</li></ol>
<b>*Activity Implementation Plan:</b> These activities will continue through the expiration of this permit, May 31, 2011.
<b>*Performance Measures:</b> The effectiveness of this BMP will be measured by the City monitoring and annually recording the number of participants and volunteer hours. Success of this BMP will be defined by increasing awareness of the program, benefits to local residents, and documenting the annual number of participants.
<b>*Responsible Party for this BMP:</b> Name: Jennifer Bennerotte Department: Communications & Marketing Director Phone: 952-833-9520 E-mail: <a href="mailto:jbennerotte@ci.edina.mn.us">jbennerotte@ci.edina.mn.us</a>

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**BMP Summary Sheet Page 2**

**Responsible Person:**

Name: Jennifer Bennerotte  
Title: Communications & Marketing Director  
Phone: 952-833-9520  
E-mail: [jbennerotte@ci.edina.mn.us](mailto:jbennerotte@ci.edina.mn.us)

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

**Record of Activities Completed:**

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

Date	Description	Contact Person (if different than responsible person)

I hereby certify that the above activities were completed.

\_\_\_\_\_  
Signature of Responsible Official

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

# BMP Summary Sheet

**MS4 Name:** City of Edina

**Minimum Control Measure:** PUBLIC EDUCATION AND OUTREACH

**Unique BMP Identification Number:** 1c-3

<b>*BMP Title:</b> Education Program: Illicit Discharge Detection and Elimination
<b>*Audience(s) Involved:</b> City of Edina residents, City staff, and the general public.
<b>*Educational Goals for Each Audience:</b> The City or its designee will increase the public's awareness of the potential sources and negative effects of illicit non-stormwater discharges, as well as alternative uses for unwanted materials by providing information on recycling options, services, and programs within the City, such as drop-off sites for household hazardous waste. The City will also review the current educational activities undertaken by its staff to identify, prevent and correct illicit discharges from daily public works activities and other general City operations.
<b>*Activities Used to Reach Educational Goals:</b> <ol style="list-style-type: none"><li><u>Distribute Educational Material:</u> The City will distribute illicit discharge, household hazardous waste, and recycling program literature to residents a minimum of one time annually through City newsletters. The City will also post this information on the City's website.</li><li><u>Staff Education:</u> The City will also review the current educational activities undertaken by its staff to identify, prevent and correct illicit discharges from daily public works activities and other general City operations. These educational activities may include, but are not limited to, videos, training, and workshops. The City will train staff, implement procedures, and incorporate best management practices in the handling of hazardous materials used by all City staff.</li></ol>
<b>*Activity Implementation Plan:</b> <ol style="list-style-type: none"><li><u>Distribute illicit discharge educational material:</u> To the public a minimum of one time annually, and post this information on the City's webpage, starting January 1, 2008 through May 31, 2011.</li><li><u>Staff Education:</u> Provide educational activities to City staff a minimum of one time annually in 2007 through May 31, 2011</li></ol>
<b>*Performance Measures:</b> The City will continue to annually review the educational content of printed literature for adequacy and update as necessary. Educational material, presentations, and requests for additional information will be distributed and recorded through the life of this permit, May 31, 2011.
<b>*Responsible Party for this BMP:</b> Name: Wayne Houle Department: Public Works Director/City Engineer Phone: 952-826-0443 E-mail: <a href="mailto:whoule@ci.edina.mn.us">whoule@ci.edina.mn.us</a>

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

**BMP Summary Sheet Page 2**

**Responsible Person:**

Name: Wayne Houle  
Title: Public Works Director/City Engineer  
Phone: 952-826-0443  
E-mail: [whoule@ci.edina.mn.us](mailto:whoule@ci.edina.mn.us)

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

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

Date	Description	Contact Person (if different than responsible person)

I hereby certify that the above activities were completed.

\_\_\_\_\_  
Signature of Responsible Official

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

# BMP Summary Sheet

**MS4 Name:** City of Edina

**Minimum Control Measure:** PUBLIC EDUCATION AND OUTREACH

**Unique BMP Identification Number:** 1c-4

<b>*BMP Title:</b> Education Program: Construction Site Run-off Control
<b>*Audience(s) Involved:</b> <u>City staff, contractors, and property owners performing work within the City of Edina</u>
<b>*Educational Goals for Each Audience:</b> <ol style="list-style-type: none"><li><u>Contractors and Property Owners:</u> Increased awareness of construction site runoff and review of project specific erosion control BMPs and City ordinances.</li><li><u>City Staff:</u> Introduce new ideas relating to construction site pollution prevention, develop an understanding of the SWPPP, and increase the knowledge of specific NPDES construction permit requirements. Review of erosion control plans and project specific SWPPP for construction projects requiring a City land alteration or building permit.</li></ol>
<b>*Activities Used to Reach Educational Goals:</b> <ol style="list-style-type: none"><li><u>Staff Training:</u> Provide training on how to prevent soil erosion on a construction site, proper erosion control and inspection, and review the components of the Storm Water Pollution Prevention Program (SWPPP).</li><li><u>Plan Review/On-site Pre-Construction Meetings with Contractors and/or Property Owners:</u> City staff will meet with contractors and residents (as deemed necessary) prior to the start of construction projects to discuss implementing project specific BMP's, requirements of the NPDES construction permit/project SWPPP, and City standards for erosion control monitoring, site inspections, and violation enforcement procedures/outcomes.</li></ol>
<b>*Activity Implementation Plan:</b> <ol style="list-style-type: none"><li><u>Staff Training:</u> The City will continue to document all staff training through May 31, 2011.</li><li><u>Plan Review/On-site Pre-Construction Meetings with Contractors and/or Property Owners:</u> The City will continue to undertake the plan review process and conduct pre-construction meetings for projects requiring City approval.</li></ol>
<b>*Performance Measures:</b> <p>Document the number of educational materials distributed/requested, preconstruction meetings, and presentations/workshops/field training attended by City staff. Pre-construction meetings may be required by City staff as a pre-requisite to the issuance of any City grading or building permits. Success of this BMP will be measured by training all applicable City staff within three years of the individual's hire date and conducting a pre-construction meeting with applicants for a City grading or building permit (as deemed necessary by City staff).</p>
<b>*Responsible Party for this BMP:</b> <p>Name: Wayne Houle Department: Public Works Director/City Engineer Phone: 952-826-0443 E-mail: <a href="mailto:whoule@ci.edina.mn.us">whoule@ci.edina.mn.us</a></p>

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

**BMP Summary Sheet Page 2**

**Responsible Person:**

Name: Wayne Houle  
Title: Public Works Director/City Engineer  
Phone: 952-826-0443  
E-mail: [whoule@ci.edina.mn.us](mailto:whoule@ci.edina.mn.us)

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

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

Date	Description	Contact Person (if different than responsible person)

I hereby certify that the above activities were completed.

\_\_\_\_\_  
Signature of Responsible Official

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

# BMP Summary Sheet

**MS4 Name:** City of Edina

**Minimum Control Measure:** PUBLIC EDUCATION AND OUTREACH

**Unique BMP Identification Number:** 1c-5

<b>*BMP Title:</b> Education Program: Post-Construction Stormwater Management in New Development and Redevelopment
<b>*Audience(s) Involved:</b> City of Edina residents and business owners.
<b>*Educational Goals for Each Audience:</b> The City's goal for this BMP includes educating residents and business owners on storm water management within their neighborhood and increasing their understanding of maintenance procedures for existing storm water management systems within the City.
<b>*Activities Used to Reach Educational Goals:</b> Annual public meeting Stormwater web page Printed educational materials Staff training and presentations Comprehensive Water Resource Management Plan
<b>*Activity Implementation Plan:</b> The City will distribute Post-Construction Stormwater Management related educational information to residents annually and post it continuously on the City's stormwater website. The City will also present an overview of the post-construction stormwater management ordinances to the public during the annual public meeting beginning in 2008 and continuing through May 31, 2011..
<b>*Performance Measures:</b> The City will annually document the number of attendees at the annual public meeting, distributed educational materials, and requests for additional information.
<b>*Responsible Party for this BMP:</b> Name: Wayne Houle Department: Public Works Director/City Engineer Phone: 952-826-0443 E-mail: <a href="mailto:whoule@ci.edina.mn.us">whoule@ci.edina.mn.us</a>

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



## BMP Summary Sheet

**MS4 Name:** City of Edina

**Minimum Control Measure:** PUBLIC EDUCATION AND OUTREACH

**Unique BMP Identification Number:** 1c-6

<b>*BMP Title:</b> Education Program: Pollution Prevention/Good Housekeeping for Municipal Operations
<b>*Audience(s) Involved:</b> City staff involved in public works projects, construction projects
<b>*Educational Goals for Each Audience:</b> The goal of this program is to introduce BMPs and develop an understanding of the SWPPP among City staff.
<b>*Activities Used to Reach Educational Goals:</b> The City will provide training opportunities for City staff in erosion control, best management practices, good housekeeping, and pollution prevention. These may include but are not limited to: Mn/DOT erosion control certification, SWPPP workshops, and BMP workshops.
<b>*Activity Implementation Plan:</b> This activity will begin in 2006 and continue annually through the expiration of this permit, May 31, 2011. The City will provide a minimum of one training opportunity and document the number of training sessions and the number of participants in attendance.
<b>*Performance Measures:</b> The City will document the number of training sessions and the number of participants attending. The success of this BMP will be achieved through training and/or certifying all applicable City staff within three years of the individual's hire date.
<b>*Responsible Party for this BMP:</b> Name: Wayne Houle Department: Public Works Director/City Engineer Phone: 952-826-0443 E-mail: <a href="mailto:whoule@ci.edina.mn.us">whoule@ci.edina.mn.us</a>

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

**BMP Summary Sheet Page 2**

**Responsible Person:**

Name: Wayne Houle  
Title: Public Works Director/City Engineer  
Phone: 952-826-0443  
E-mail: [whoule@ci.edina.mn.us](mailto:whoule@ci.edina.mn.us)

---

**BMP ID No. 1c-6 Education Program: Pollution Prevention/Good Housekeeping  
for City Operations  
Record of Activities Completed:**

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

Date	Description	Contact Person (if different than responsible person)

I hereby certify that the above activities were completed.

\_\_\_\_\_  
Signature of Responsible Official

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

# BMP Summary Sheet

**MS4 Name:** City of Edina

**Minimum Control Measure:** PUBLIC EDUCATION AND OUTREACH

**Unique BMP Identification Number:** 1d-1

<b>*BMP Title:</b> Coordination of Education Program								
<b>*BMP Description:</b> The City will continue to coordinate the educational program with City departments, cities, local organizations, state agencies, and other outside organizations to develop, present, and distribute the most up-to-date stormwater pollution prevention information available.  Location(s) in SWPPP of detailed information relating to this BMP: Index Page 1: BMP ID No. 1a-1, 1b-1, 1c-1, 1c-2, 1c-3, 1c-4, 1c-5, 1c-6. Public Education & Outreach								
<b>*Measurable Goals:</b> The effectiveness of this BMP will be evaluated a minimum of once annually. Success of this BMP will be in achieving and/or identifying modifications to the educational program, as defined in 1a-1, 1b-1, 1c-1, 1c-2, 1c-3, 1c-4, 1c-5, 1c-6.								
<b>*Timeline/Implementation Schedule:</b> This activity will begin in 2006 and continue annually through the expiration of this permit, May 31, 2011, or as specified in 1a-1, 1b-1, 1c-1, 1c-2, 1c-3, 1c-4, 1c-5, 1c-6.								
<b>Specific Components and Notes:</b>								
<b>*Responsible Party for this BMP:</b> <table><tr><td>Name: Wayne Houle</td><td>Jennifer Bennerotte</td></tr><tr><td>Department: Public Works Director/City Engineer</td><td>Communications Coordinator</td></tr><tr><td>Phone: 952-826-0443</td><td>952-832-6063</td></tr><tr><td>E-mail: <a href="mailto:whoule@ci.edina.mn.us">whoule@ci.edina.mn.us</a></td><td><a href="mailto:jbennerotte@ci.edina.mn.us">jbennerotte@ci.edina.mn.us</a></td></tr></table>	Name: Wayne Houle	Jennifer Bennerotte	Department: Public Works Director/City Engineer	Communications Coordinator	Phone: 952-826-0443	952-832-6063	E-mail: <a href="mailto:whoule@ci.edina.mn.us">whoule@ci.edina.mn.us</a>	<a href="mailto:jbennerotte@ci.edina.mn.us">jbennerotte@ci.edina.mn.us</a>
Name: Wayne Houle	Jennifer Bennerotte							
Department: Public Works Director/City Engineer	Communications Coordinator							
Phone: 952-826-0443	952-832-6063							
E-mail: <a href="mailto:whoule@ci.edina.mn.us">whoule@ci.edina.mn.us</a>	<a href="mailto:jbennerotte@ci.edina.mn.us">jbennerotte@ci.edina.mn.us</a>							

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

**BMP Summary Sheet Page 2**



## BMP Summary Sheet

**MS4 Name:** City of Edina

**Minimum Control Measure:** PUBLIC EDUCATION AND OUTREACH

**Unique BMP Identification Number:** 1e-1

<b>*BMP Title:</b> Annual Public Meeting
<b>*BMP Description:</b> The City will host an annual public meeting to distribute educational materials and present an overview of the MS4 program and the City's SWPPP. Oral and written statements will be received and considered for inclusion into the SWPPP by City staff.  Location(s) in SWPPP of detailed information relating to this BMP: Index Page 1: BMP ID No. 1e-1 Annual Public Meeting – Record of Activities Completed
<b>*Measurable Goals:</b> The City will host an annual public meeting and record the number of attendees at the public meeting, all comments received, and responses to each comment in the record of decision. The effectiveness of this BMP will be measured by the number of residents who attend the annual public meeting. The success of this BMP is defined by the public's increased awareness about stormwater pollution and the MS4 program. This goal will be met by hosting one annual public meeting per calendar year.
<b>*Timeline/Implementation Schedule:</b> This activity will continue in 2007 and annually through the expiration of this permit, May 31, 2011.
<b>Specific Components and Notes:</b> Specific topics most requested and/or discussed will be expanded for discussion on the City's stormwater website and/or at the next scheduled annual public meeting.
<b>*Responsible Party for this BMP:</b> Name: Wayne Houle Department: Public Works Director/City Engineer Phone: 952-826-0443 E-mail: <a href="mailto:whoule@ci.edina.mn.us">whoule@ci.edina.mn.us</a>

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## BMP Summary Sheet

**MS4 Name:** City of Edina

**Minimum Control Measure:** 2-PUBLIC PARTICIPATION/INVOLVEMENT

**Unique BMP Identification Number:** 2a-1

<b>*BMP Title:</b> Comply with Public Notice Requirements
<b>*BMP Description:</b> The City will submit a public meeting notice to the local newspaper for print a minimum of 30 days prior to annual public meeting date. The public notice will include the dates, times, and locations of the meeting, contact person name and phone number, and a brief narrative highlighting the SWPPP. The City may also post additional public notice on the City's website and at government offices within City.  Location(s) in SWPPP of detailed information relating to this BMP: Index Page 2: BMP ID No. 2a-1 Comply with Public Notice Requirements – Record of Activities Completed.
<b>*Measurable Goals:</b> The City will submit a public meeting notice to the local newspaper. This goal will be met by publishing the public meeting notice at least 30 days in advance of the meeting date.
<b>*Timeline/Implementation Schedule:</b> This activity will continue annually through the expiration of this permit, May 31, 2011.
<b>Specific Components and Notes:</b> A copy of the printed public notice may be retained by the City and submitted with the annual report to the MPCA annually.
<b>*Responsible Party for this BMP:</b> Name: Wayne Houle Department: Public Works Director/City Engineer Phone: 952-826-0443 E-mail: <a href="mailto:whoule@ci.edina.mn.us">whoule@ci.edina.mn.us</a>

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**BMP Summary Sheet Page 2**

**Responsible Person:**

Name: Wayne Houle  
Title: Public Works Director/City Engineer  
Phone: 952-826-0443  
E-mail: [whoule@ci.edina.mn.us](mailto:whoule@ci.edina.mn.us)

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

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

Date	Description	Contact Person (if different than responsible person)

I hereby certify that the above activities were completed.

\_\_\_\_\_  
Signature of Responsible Official

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

## BMP Summary Sheet

**MS4 Name:** City of Edina

**Minimum Control Measure:** 2-PUBLIC PARTICIPATION/INVOLVEMENT

**Unique BMP Identification Number:** 2b-1

<b>*BMP Title:</b> Solicit Public Input and Opinion on the Adequacy of the SWPPP
<b>*BMP Description:</b> The City will conduct a public meeting and host a website on the City's Stormwater Pollution Prevention Program; solicit public opinion on the plan, and consider written and oral input into the SWPPP.  Location(s) in SWPPP of detailed information relating to this BMP: Index Page 2: BMP ID No. 2b-1 Solicit Public Input and opinion on the Adequacy of the SWPPP – Record of Activities Completed
<b>*Measurable Goals:</b> The City will conduct a public meeting and host a website on the City's Stormwater Pollution Prevention Program. The goal of this BMP will be met by hosting and recording all public comments received (if any) at the public meeting.
<b>*Timeline/Implementation Schedule:</b> This activity will continue annually through the expiration of this permit, May 31, 2011.
<b>Specific Components and Notes:</b> Document attendance and record minutes at the public meeting, record statements and written comments and document changes made to the SWPPP. The effectiveness of this BMP will be measured by the number of residents who attend the public meeting.
<b>*Responsible Party for this BMP:</b> Name: Wayne Houle Department: Public Works Director/City Engineer Phone: 952-826-0443 E-mail: <a href="mailto:whoule@ci.edina.mn.us">whoule@ci.edina.mn.us</a>

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**BMP Summary Sheet Page 2**

**Responsible Person:**

Name: Wayne Houle  
Title: Public Works Director/City Engineer  
Phone: 952-826-0443  
E-mail: [whoule@ci.edina.mn.us](mailto:whoule@ci.edina.mn.us)

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

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

Date	Description	Contact Person (if different than responsible person)

I hereby certify that the above activities were completed.

\_\_\_\_\_  
Signature of Responsible Official

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

# BMP Summary Sheet

**MS4 Name:** City of Edina

**Minimum Control Measure:** 2-PUBLIC PARTICIPATION/INVOLVEMENT

**Unique BMP Identification Number:** 2c-1

<b>*BMP Title:</b> Consider Public Input
<b>*BMP Description:</b> The City will conduct a public meeting and host a stormwater website on the City's Stormwater Pollution Prevention Program; solicit public opinion on the plan, and consider written and oral input into the SWPPP. Responses will be documented within the record of decision and submitted in conjunction with the annual report to the MPCA.  Location(s) in SWPPP of detailed information relating to this BMP: Index Page: BMP ID No. 2c-1 Consider Public Input – Record of Activities Completed
<b>*Measurable Goals:</b> The City will conduct a public meeting and host a website on the City's Storm Water Pollution Prevention Program. City staff will respond to all public comments and statements received from the public meeting, and document any proposed changes to the SWPPP for final approval by City Engineer (if applicable). The goal of this BMP will be met by documenting all written and oral input into the record of decision and submitted in conjunction with the annual report to the MPCA.
<b>*Timeline/Implementation Schedule:</b> This activity will continue annually through the expiration of this permit, May 31, 2011.
<b>Specific Components and Notes:</b>
<b>*Responsible Party for this BMP:</b> Name: Wayne Houle Department: Public Works Director/City Engineer Phone: 952-826-0443 E-mail: <a href="mailto:whoule@ci.edina.mn.us">whoule@ci.edina.mn.us</a>

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# BMP Summary Sheet

**MS4 Name:** City of Edina

**Minimum Control Measure:** 3-ILLCIT DISCHARGE DETECTION AND ELIMINATION

**Unique BMP Identification Number:** 3a-1

<b>*BMP Title:</b> Storm Sewer System Map
<b>*BMP Description:</b> The City currently has a map identifying all ponds, lakes, streams, storm sewer pipes and conveyances (equal to or greater than 24") as well as outfalls and discharge points leaving the City. As part of the SWPPP, the City will annually update this map to include changes to the storm sewer system throughout the City, including but not limited to, new development, street improvements, water quality projects, wetland mitigation projects, and any changes to the storage or conveyance of stormwater within the City.  Location(s) in SWPPP of detailed information relating to this BMP: Index Page 3: BMP ID No. 3a-1 Storm Sewer System Map – Record of Activities Completed
<b>*Measurable Goals:</b> The goal of this BMP will be met by annually updating changes to the City's storm sewer system map.
<b>*Timeline/Implementation Schedule:</b> The City will review and update storm sewer map annually through May 31, 2011
<b>Specific Components and Notes:</b> Comprehensive Water Resources Management Plan
<b>*Responsible Party for this BMP:</b> Name: Wayne Houle Department: Public Works Director/City Engineer Phone: 952-826-0443 E-mail: <a href="mailto:whoule@ci.edina.mn.us">whoule@ci.edina.mn.us</a>

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## BMP Summary Sheet

**MS4 Name:** City of Edina

**Minimum Control Measure:** 3-ILLCIT DISCHARGE DETECTION AND ELIMINATION

**Unique BMP Identification Number:** 3b-1

<b>*BMP Title:</b> Regulatory Control Program
<b>*BMP Description:</b> The City will review existing city ordinances and, if necessary, develop and implement a specific ordinance which will address the issue of non-stormwater discharges to surface/ground waters and the City's storm sewer system. Elements of this ordinance will include, but are not limited to defining allowable discharges, procedures for inspections, setting policy as it pertains to violations, penalties, and mitigation requirements.  Location(s) in SWPPP of detailed information relating to this BMP: Index Page 3: BMP ID No. 3b-1 Regulatory Control Program – Record of Activities Completed
<b>*Measurable Goals:</b> The City will review existing ordinances and, if necessary, develop a city ordinance related to illicit and non-stormwater discharges into the City's storm sewer and surface/ground waters. The goal of this BMP will be met by reviewing existing city ordinances and implementing a specific ordinance related to illicit/non-stormwater discharges (if necessary).
<b>*Timeline/Implementation Schedule:</b> 1. Review existing City ordinances related to illicit non-stormwater discharges and develop a specific ordinance related to illicit and non-stormwater discharges in 2007. 2. Secure City Council approval in early 2008. 3. Implement ordinance by January 1, 2009.
<b>Specific Components and Notes:</b>
<b>*Responsible Party for this BMP:</b> Name: Wayne Houle Department: Public Works Director/City Engineer Phone: 952-826-0443 E-mail: <a href="mailto:whoule@ci.edina.mn.us">whoule@ci.edina.mn.us</a>

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



# BMP Summary Sheet

**MS4 Name:** City of Edina

**Minimum Control Measure:** 3-ILLCIT DISCHARGE DETECTION AND ELIMINATION

**Unique BMP Identification Number:** 3c-1

<b>*BMP Title:</b> Illicit Discharge Detection and Elimination Plan
<b>*BMP Description:</b> The City will develop and implement a program to detect and reduce non-stormwater discharges, including illegal dumping. Procedures for detection may consist of visual inspections for non-stormwater discharges on City owned land and private property (as requested). Inspection frequency may be conducted concurrent with the outfall inspections and implementation schedule of the public works activities described in BMP summary sheets 6a-2, 6b-2, 6b-3, and 6b-4. The City will notify the MPCA state duty officer of any hazardous material spills or discharges (within 24 hours of receipt, if applicable, per NPDES Phase II requirements).  Location(s) in SWPPP of detailed information relating to this BMP: Index Page 3: BMP Id No. 3c-1 Illicit Discharge Detection and Elimination Plan – Record of Activities Completed
<b>*Measurable Goals:</b> The City will develop and implement a program to detect and reduce non-stormwater discharges, including illegal dumping.
<b>*Timeline/Implementation Schedule:</b> The City will continue to visually inspect for non-stormwater discharges when conducting its outlet inspections or as requested by the private landowners. In addition, City staff will expand the current program to detect and reduce all forms of non-storm water discharges by 2009.
<b>Specific Components and Notes:</b>
<b>*Responsible Party for this BMP:</b> Name: Wayne Houle Department: Public Works Director/City Engineer Phone: 952-826-0443 E-mail: <a href="mailto:whoule@ci.edina.mn.us">whoule@ci.edina.mn.us</a>

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

**BMP Summary Sheet Page 2**

**Responsible Person:**

Name: Wayne Houle  
Title: Public Works Director/City Engineer.  
Phone: 952-826-0443  
E-mail: [whoule@ci.edina.mn.us](mailto:whoule@ci.edina.mn.us)

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

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

Date	Description	Contact Person (if different than responsible person)

I hereby certify that the above activities were completed.

\_\_\_\_\_  
Signature of Responsible Official

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

# BMP Summary Sheet

**MS4 Name:** City of Edina

**Minimum Control Measure:** 3-ILLCIT DISCHARGE DETECTION AND ELIMINATION

**Unique BMP Identification Number:** 3d-1

<b>*BMP Title:</b> Public and Employee Illicit Discharge Information Program												
<b>*BMP Description:</b> The City or its designee will discourage illegal dumping by educating the public (City residents, businesses, and staff) on its potential sources and effects as well as alternative uses for unwanted materials. This BMP includes providing information on recycling options, services, and programs within the City such as drop-off sites for household hazardous waste. The City will also review the current educational activities undertaken by its staff to identify, prevent, and reduce illicit discharges from daily public works activities and other general City operations. These activities may include, but are not limited to, educational videos, training, brochures, newsletters, and workshops.  Location(s) in SWPPP of detailed information relating to this BMP: Index Page 3: BMP ID No. 3d-1 Public and Employee Illicit Discharge Information Program – Record of Activities Completed												
<b>*Measurable Goals:</b> The City or its designee will discourage illicit non-stormwater discharges by educating the public and City staff. This goal will be met by distributing illicit discharge, household hazardous waste, and recycling program literature to residents and providing educational activities to City staff a minimum of one time annually.												
<b>*Timeline/Implementation Schedule:</b> The City will annually review the educational content of printed literature for adequacy and update as necessary, beginning January 1, 2008. Educational material, presentations, and requests for additional information will be distributed and documented annually, through the life of this permit, May 31, 2011.												
<b>Specific Components and Notes:</b> Refer to BMP Summary Sheet 1c-3												
<b>*Responsible Party for this BMP:</b> <table><tr><td>Name:</td><td>Jerry Hershey</td><td>Wayne Houle</td></tr><tr><td>Department:</td><td>Recycling Coordinator</td><td>Public Works Director/City Engineer</td></tr><tr><td>Phone:</td><td>952-826-0312</td><td>952-826-0443</td></tr><tr><td>E-mail:</td><td><a href="mailto:jhershey@ci.edina.mn.us">jhershey@ci.edina.mn.us</a></td><td><a href="mailto:whoule@ci.edina.mn.us">whoule@ci.edina.mn.us</a></td></tr></table>	Name:	Jerry Hershey	Wayne Houle	Department:	Recycling Coordinator	Public Works Director/City Engineer	Phone:	952-826-0312	952-826-0443	E-mail:	<a href="mailto:jhershey@ci.edina.mn.us">jhershey@ci.edina.mn.us</a>	<a href="mailto:whoule@ci.edina.mn.us">whoule@ci.edina.mn.us</a>
Name:	Jerry Hershey	Wayne Houle										
Department:	Recycling Coordinator	Public Works Director/City Engineer										
Phone:	952-826-0312	952-826-0443										
E-mail:	<a href="mailto:jhershey@ci.edina.mn.us">jhershey@ci.edina.mn.us</a>	<a href="mailto:whoule@ci.edina.mn.us">whoule@ci.edina.mn.us</a>										

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



# BMP Summary Sheet

**MS4 Name:** City of Edina

**Minimum Control Measure:** 3-ILLCIT DISCHARGE DETECTION AND ELIMINATION

**Unique BMP Identification Number:** 3e-1

<p><b>*BMP Title:</b> Identification of Non Stormwater Discharges and Flows</p>
<p><b>*BMP Description:</b></p> <p>The City has identified and evaluated the following categories of non-stormwater discharges (as defined in Part V.G.3.e): Water line flushing, landscape irrigation, diverted stream flows, rising ground waters, uncontaminated ground water infiltration, uncontaminated pumped ground water, discharges from potable water sources, foundation drains, air conditioning condensation, irrigation water, springs, water from crawl space pumps, footing drains, lawn watering, individual residential car washing, flows from riparian habitats and wetland, de-chlorinated swimming pool discharges, and street wash water, discharges or flows from fire fighting activities.</p> <p>The City has determined the above referenced sources of non-stormwater discharge to be insignificant pollutant contributors to the MS4 system.</p> <p>Location(s) in SWPPP of detailed information relating to this BMP: Index Page 3: BMP ID No. 3e-1 Identification of Non Stormwater Discharges and Flows – Record of Activities Completed</p>
<p><b>*Measurable Goals:</b></p> <p>No measurable goal identified. All non-stormwater discharges (as defined in Part V.G.3.e) were determined to be insignificant sources of pollutants to the MS4, therefore no measurable goals were identified.</p>
<p><b>*Timeline/Implementation Schedule:</b></p> <p>No program or implementation plan is currently scheduled due to the insignificance of the above mentioned non-stormwater discharges.</p>
<p><b>Specific Components and Notes:</b></p>
<p><b>*Responsible Party for this BMP:</b></p> <p>Name: Wayne Houle Department: Public Works Director/City Engineer Phone: 952-826-0443 E-mail: <a href="mailto:whoule@ci.edina.mn.us">whoule@ci.edina.mn.us</a></p>

**BMP Summary Sheet Page 2**

**Responsible Person:**

Name: Wayne Houle  
Title: Public Works Director/City Engineer  
Phone: 952-826-0443  
E-mail: [whoule@ci.edina.mn.us](mailto:whoule@ci.edina.mn.us)

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

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

Date	Description	Contact Person (if different than responsible person)

I hereby certify that the above activities were completed.

\_\_\_\_\_  
Signature of Responsible Official

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

# BMP Summary Sheet

**MS4 Name:** City of Edina

**Minimum Control Measure:** 4-CONSTRUCTION SITE STORMWATER RUNOFF CONTROL

**Unique BMP Identification Number:** 4a-1

<b>*BMP Title:</b> Ordinance or other Regulatory Mechanism
<b>*BMP Description:</b> The City will review the current permit stipulations/city codes relating to project specific site erosion and sediment control as part of the conditions of the permit. Staff will review current ordinances and City codes and update as necessary.  <b>Target Audience:</b> Construction site operators and City staff.  Location(s) in SWPPP of detailed information relating to this BMP: Index Page 4: BMP ID No. 4a-1 Ordinance or other Regulatory Mechanism – Record of Activities Completed.
<b>*Measurable Goals:</b> The City will review and update (as necessary) the City’s erosion control ordinance (section 830). The goal of this BMP will be met by reviewing all applicable city codes and stipulations for approval of the City’s grading permit, and add additional requirements (if necessary).
<b>*Timeline/Implementation Schedule:</b> The City will review the current permit and add additional requirements if necessary in 2006. City staff will also review the current grading permit and add additional requirements if found non-conforming to any new requirements (if any) of the NPDES Construction permit in 2008. The enforcement of new permit requirements (if necessary) will begin in 2009, through May 31, 2011.
<b>Specific Components and Notes:</b> Section 830 of the City code
<b>*Responsible Party for this BMP:</b> Name: Wayne Houle Department: Public Works Director/City Engineer Phone: 952-826-0443 E-mail: <a href="mailto:whoule@ci.edina.mn.us">whoule@ci.edina.mn.us</a>

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



# BMP Summary Sheet

**MS4 Name:** City of Edina

**Minimum Control Measure:** 4-CONSTRUCTION SITE STORMWATER RUNOFF CONTROL

**Unique BMP Identification Number:** 4b-1

<b>*BMP Title:</b> Construction Site Implementation of Erosion and Sediment Control BMPs
<b>*BMP Description:</b> Construction site operators must conform to NPDES Phase II permit requirements and local city requirements for construction site erosion control on sites 1 acre or larger. As part of the City's permit approval standards, erosion control BMPs must be implemented in accordance with the NPDES permit requirements, grading permit stipulations, and applicable city codes.  Location(s) in SWPPP of detailed information relating to this BMP: Index Page 4: BMP ID No. 4b-1 Construction Site Implementation of Erosion and Sediment Control BMPs – Record of Activities Completed.
<b>*Measurable Goals:</b> No City permit to allow land disturbing activities shall be issued until all applicable permits are secured or waiver of the approval requirement has been obtained. Success of this BMP will be determined by site inspections per NPDES Phase II requirements and City permit approvals.
<b>*Timeline/Implementation Schedule:</b> This BMP will continue to be implemented through May 31, 2011.
<b>Specific Components and Notes:</b> Success of this BMP will be determined by site inspections per NPDES Phase II, city code requirements, and City permit approvals. Specific City codes related to this BMP can be found in section 830 of the City's code.
<b>*Responsible Party for this BMP:</b> Name: Wayne Houle Department: Public Works Director/City Engineer Phone: 952-826-0443 E-mail: <a href="mailto:whoule@ci.edina.mn.us">whoule@ci.edina.mn.us</a>

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



## BMP Summary Sheet

**MS4 Name:** City of Edina

**Minimum Control Measure:** 4-CONSTRUCTION SITE STORMWATER RUNOFF CONTROL

**Unique BMP Identification Number:** 4c-1

<b>*BMP Title:</b> Waste Controls for Construction Site Operators
<b>*BMP Description:</b> Construction site operators must confirm to NPDES Phase II permit requirements and the City's requirements for proper waste and material disposal, as defined in City codes, section 830. All waste and unused building materials must be properly disposed of off-site and prevented from being carried by runoff into a receiving channel or storm sewer system.  Location(s) in SWPPP of detailed information relating to this BMP: Index Page 4: BMP ID No. 4c-1 Waste Controls for Construction Site Operators – Record of Activities Completed
<b>*Measurable Goals:</b> Construction site operators must conform to NPDES Phase II permit requirements and the City's requirements on waste and material disposal.
<b>*Timeline/Implementation Schedule:</b> This BMP will continue to be implemented through May 31, 2011.
<b>Specific Components and Notes:</b>
<b>*Responsible Party for this BMP:</b> Name: Wayne Houle Department: Public Works Director/City Engineer Phone: 952-826-0443 E-mail: <a href="mailto:whoule@ci.edina.mn.us">whoule@ci.edina.mn.us</a>

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# BMP Summary Sheet

**MS4 Name:** City of Edina

**Minimum Control Measure:** 4-CONSTRUCTION SITE STORMWATER RUNOFF CONTROL

**Unique BMP Identification Number:** 4d-1

<b>*BMP Title:</b> Procedure for Site Plan Review
<b>*BMP Description:</b> Every applicant for a city building permit, subdivision approval, or grading permit that disturbs one acre or more is required to submit a project specific stormwater management plan (if applicable) and/or erosion control plan to the City for review and approval. Construction permits are also required to meet MPCA NPDES Phase II guidelines for erosion and sediment control and all applicable City ordinances and codes.  Location(s) in SWPPP of detailed information relating to this BMP: Index Page 4: BMP ID No. 4d-1 Procedure for Site Plan Review – Record of Activities Completed
<b>*Measurable Goals:</b> The City will require every applicant for a building permit, subdivision approval, or grading permit that disturbs one acre or more to submit a project specific stormwater management plan (if applicable). This goal will be met by only issuing City permits to applicants that have submitted project specific stormwater management plans (if applicable).
<b>*Timeline/Implementation Schedule:</b> The City will continue to implement this BMP in 2007 through the expiration of this permit, May 31, 2011
<b>Specific Components and Notes:</b> <ul style="list-style-type: none"><li>• Comprehensive Water Resource Management Plan</li><li>• City Code, section 830</li></ul>
<b>*Responsible Party for this BMP:</b> Name: Wayne Houle Department: Public Works Director/City Engineer Phone: 952-826-0443 E-mail: <a href="mailto:whoule@ci.edina.mn.us">whoule@ci.edina.mn.us</a>

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



# BMP Summary Sheet

**MS4 Name:** City of Edina

**Minimum Control Measure:** 4-CONSTRUCTION SITE STORMWATER RUNOFF CONTROL

**Unique BMP Identification Number:** 4e-1

<p><b>*BMP Title:</b> Establishment of Procedures for the Receipt and Consideration of Reports of Stormwater Noncompliance</p>
<p><b>*BMP Description:</b></p> <p>The City will provide a phone line and website links for the public to report potential construction site erosion control and waste disposal infractions. Reported incidents will be inspected within 24 hours of receipt by the City or on the next scheduled City work day. Hazardous material spills or discharges will be reported to the MPCA State Duty Officer within 24 hours of receipt by the City or when identified by the construction site operator. Remedial actions against the violator will be taken at the discretion of the City Administrator and the City Council. The City will record the number of calls and emails related to SWPPP issues, number and type of illicit discharges and construction site complaints, and the number of clean-up activities or SWPPP changes resulting from calls or emails.</p> <p>Location(s) in SWPPP of detailed information relating to this BMP: Index Page 4: BMP ID No. 4e-1 Establishment of Procedures for the Receipt and Consideration of Reports of Stormwater Noncompliance – Record of Activities Completed</p>
<p><b>*Measurable Goals:</b></p> <p>The City will establish a phone line and website links for the public to report potential construction site erosion control and waste disposal infractions. The goal of this BMP will be achieved by completing the timeline/implementation.</p>
<p><b>*Timeline/Implementation Schedule:</b></p> <p>This BMP has been completed.</p>
<p><b>Specific Components and Notes:</b></p>
<p><b>*Responsible Party for this BMP:</b></p> <p>Name: Wayne Houle Department: Public Works Director/City Engineer Phone: 952-826-0443 E-mail: <a href="mailto:whoule@ci.edina.mn.us">whoule@ci.edina.mn.us</a></p>

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



# BMP Summary Sheet

**MS4 Name:** City of Edina

**Minimum Control Measure:** 4-CONSTRUCTION SITE STORMWATER RUNOFF CONTROL

**Unique BMP Identification Number:** 4f-1

<b>*BMP Title:</b> Establishment of Procedures for Site Inspections and Enforcement
<b>*BMP Description:</b> The City will provide training to its staff on proper erosion control, identification of problem areas, and the expectations of the Stormwater Pollution Prevention Plan (SWPPP) for construction site operations. City procedures for site inspections and enforcement actions will comply with NPDES Phase II construction permit guidelines and section 100 of the City code.  Location(s) in SWPPP of detailed information relating to this BMP: Index Page 4: BMP ID No. 4f-1 Establishment of Procedures for Site Inspections and Enforcement – Record of Activities Completed.
<b>*Measurable Goals:</b> The City will inspect construction sites for conformance to NPDES construction permit standards and applicable City standards. This goal will be met by enforcing the City’s erosion control and waste disposal standards.
<b>*Timeline/Implementation Schedule:</b> Refer to BMP Summary Sheet 4a-1 through 4e-1.
<b>Specific Components and Notes:</b>
<b>*Responsible Party for this BMP:</b> Name: Steve Kirchman Department: Chief Building Official Phone: 952-826-0450 E-mail: <a href="mailto:skirchman@ci.edina.mn.us">skirchman@ci.edina.mn.us</a>

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

**BMP Summary Sheet Page 2**

**Responsible Person:**

Name: Steve Kirchman  
Title: Chief Building Official  
Phone: 952-826-0450  
E-mail: [skirchman@ci.edina.mn.us](mailto:skirchman@ci.edina.mn.us)

---

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

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

Date	Description	Contact Person (if different than responsible person)

I hereby certify that the above activities were completed.

\_\_\_\_\_  
Signature of Responsible Official

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

# BMP Summary Sheet

**MS4 Name:** City of Edina

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

**Unique BMP Identification Number:** 5a-1

<b>*BMP Title:</b> Development and Implementation of Structural and/or Non-structural BMPs
<b>*BMP Description:</b> <u>Structural</u> The City will review and revise (if necessary, during the plan review process) permanent BMP designs and criteria for post-construction stormwater management associated with new development and redevelopment projects of one acre or more. The City will also consider the implementation of low impact development practices if prudent and feasible. The City will annually review and revise (if necessary) the current policies, requirements, and Best Management Practices specific to structural BMP's.  <u>Non-Structural</u> The City may also improve the condition of parks, wetlands, and watersheds when the opportunity arises. Wetland restorations, native plantings, bank stabilization, detention ponds, and other best management construction projects will continue to be will continue to be actively pursued by the City when the opportunity arises.  Location(s) in SWPPP of detailed information relating to this BMP: Index Page 5: BMP No. 5a-1 Development and Implementation of Structural and/or Non-structural BMPs – Record of Activities Completed
<b>*Measurable Goals:</b> The City will review and revise (if necessary, during the plan review process) permanent BMP designs and criteria for post-construction stormwater management associated with new development and redevelopment projects of one acre or more. The City will also actively look for non-structural opportunities where prudent and feasible. The goal of this BMP will be met if the City conducts plan reviews on new development and redevelopment projects of one acre or more.
<b>*Timeline/Implementation Schedule:</b> The City will continue to evaluate all permanent BMP's during plan review process, and implement new/or revised BMP's if necessary.
<b>Specific Components and Notes:</b> Comprehensive Water Resources Management Plan
<b>*Responsible Party for this BMP:</b> Name: Wayne Houle Department: Public Works Director/City Engineer Phone: 952-826-0443 E-mail: <a href="mailto:whoule@ci.edina.mn.us">whoule@ci.edina.mn.us</a>

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**BMP Summary Sheet Page 2**

**Responsible Person:**

Name: Wayne Houle  
Title: Public Works Director/City Engineer  
Phone: 952-826-0443  
E-mail: [whoule@ci.edina.mn.us](mailto:whoule@ci.edina.mn.us)

**BMP ID No. 5a-1 Development and Implementation of Structural and/or Non-Structural BMPs**  
**Record of Activities Completed:**

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

Date	Description	Contact Person (if different than responsible person)

I hereby certify that the above activities were completed.

\_\_\_\_\_  
Signature of Responsible Official

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

## BMP Summary Sheet

**MS4 Name:** City of Edina

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

**Unique BMP Identification Number:** 5b-1

<p><b>*BMP Title:</b> Regulatory Mechanism to Address Post Construction Runoff from New Development and Redevelopment</p>
<p><b>*BMP Description:</b></p> <p>The City will implement the requirements of the Comprehensive Water Resource Management Plan (CWRMP), along with applicable City ordinances to minimize the negative impacts stormwater runoff may have on water quality within the City. Post-construction inspection and maintenance (as defined in the Minimum Control Measure #6) will be undertaken by the City.</p> <p>Location(s) in SWPPP of detailed information relating to this BMP: Index Page 5: BMP ID No. 5b-1 Regulatory Mechanism to Address Post Construction Runoff from New Development and Redevelopment – Record of Activities Completed</p>
<p><b>*Measurable Goals:</b></p> <p>The City will inspect and maintain all stormwater management facilities as described within the Comprehensive Water Resource Management Plan (CWRMP), minimum control measure #6, and applicable City ordinances. The goal of this BMP will be met if the City completes the inspection and maintenance (if necessary) of its stormwater management facilities.</p>
<p><b>*Timeline/Implementation Schedule:</b></p> <p>The City will continue to implement the CWRMP and all applicable City ordinances through May 31, 2011. The City also implement minimum control measure #6 in 2007 and update (if necessary) from 2008 through May 31, 2011.</p>
<p><b>Specific Components and Notes:</b></p> <ul style="list-style-type: none"><li>• Comprehensive Water Resources Management Plan</li><li>• Minimum Control Measure #6</li><li>• Applicable City Codes</li></ul>
<p><b>*Responsible Party for this BMP:</b></p> <p>Name: Wayne Houle Department: Public Works Director/City Engineer Phone: 952-826-0443 E-mail: <a href="mailto:whoule@ci.edina.mn.us">whoule@ci.edina.mn.us</a></p>

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# BMP Summary Sheet

**MS4 Name:** City of Edina

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

**Unique BMP Identification Number:** 5c-1

<b>*BMP Title:</b> Long-term Operation and Maintenance of BMPs
<b>*BMP Description:</b> City staff will inspect post-construction BMP's then evaluate inspection records for determining the corrective maintenance actions (if necessary) for the long-term operation of all stormwater management facilities owned by the City. Corrective actions and routine maintenance of all stormwater management facilities will be guided by the Comprehensive Water Resource Management Plan, City of Edina's standard specifications and design requirements, and City staff.  Location(s) in SWPPP of detailed information relating to this BMP: Index Page 5: BMP ID No. 5b-1 Long-term Operation and Maintenance of BMPs – Record of Activities Completed
<b>*Measurable Goals:</b> The City will annually inspect a minimum of 20% of all its MS4 outfalls, sediment basins, and ponds, then evaluate and record the number of proposed maintenance projects and successful funding of each project (if applicable). The goal of this BMP will be met by inspecting a minimum of 20% of all its MS4 outfalls, sediment basins, and ponds per year.
<b>*Timeline/Implementation Schedule:</b> The City will continue to implement the above mentioned measurable goals through the expiration of this permit, May 31, 2011.
<b>Specific Components and Notes:</b> <ul style="list-style-type: none"><li>Comprehensive Water Resources Management Plan</li></ul>
<b>*Responsible Party for this BMP:</b> Name: Wayne Houle Department: Public Works Director/City Engineer Phone: 952-826-0443 E-mail: <a href="mailto:whoule@ci.edina.mn.us">whoule@ci.edina.mn.us</a>

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# BMP Summary Sheet

**MS4 Name:** City of Edina

**Minimum Control Measure:** 6-POLLUTION PREVENTION/GOOD HOUSEKEEPING

**Unique BMP Identification Number:** 6a-1

<b>*BMP Title:</b> Municipal Operations and Maintenance Program												
<p><b>*BMP Description:</b></p> <p>The City will implement the Stormwater Management and Maintenance programs identified within the City's Comprehensive Water Resources Management Plan (CWRMP) and as specified in BMPs 1c-6, 3c-1, 6a-2, and 6b-2 through 6b-9 for City employees. The City will also provide training materials and workshops to City staff to help reduce stormwater pollution caused from park maintenance, fleet and building maintenance, new construction and land disturbances, outfall inspections, and storm sewer system maintenance.</p> <p><u>Target Audience:</u> City staff</p> <p>Location(s) in SWPPP of detailed information relating to this BMP: Index Page 6</p>												
<p><b>*Measurable Goals:</b></p> <p>The goal of this BMP will be met if the City implements the stormwater management and maintenance programs of the Comprehensive Water Resources Management Plan.</p>												
<p><b>*Timeline/Implementation Schedule:</b></p> <ol style="list-style-type: none"> <li>1. The City will continue to implement the CWRMP stormwater management and maintenance programs beginning through the expiration of this permit, May 31, 2011.</li> <li>2. The City will also review and revise (if necessary) plan components annually, in 2009 through May 31, 2011.</li> </ol>												
<p><b>Specific Components and Notes:</b></p> <p>Comprehensive Water Resources Management Plan</p>												
<p><b>*Responsible Party for this BMP:</b></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">Name: Wayne Houle</td> <td style="width: 33%;">John Keprios</td> <td style="width: 33%;">Roger Glanzer</td> </tr> <tr> <td>Department: Public Works Director/City Eng.</td> <td>Dir. of Parks/Recreation</td> <td>Utility Superintendent</td> </tr> <tr> <td>Phone: 952-826-0443</td> <td>952-826-0430</td> <td>952-826-0390</td> </tr> <tr> <td>E-mail: <a href="mailto:whoule@ci.edina.mn.us">whoule@ci.edina.mn.us</a></td> <td><a href="mailto:jkeprios@ci.edina.mn.us">jkeprios@ci.edina.mn.us</a></td> <td><a href="mailto:rglanzer@ci.edina.mn.us">rglanzer@ci.edina.mn.us</a></td> </tr> </table>	Name: Wayne Houle	John Keprios	Roger Glanzer	Department: Public Works Director/City Eng.	Dir. of Parks/Recreation	Utility Superintendent	Phone: 952-826-0443	952-826-0430	952-826-0390	E-mail: <a href="mailto:whoule@ci.edina.mn.us">whoule@ci.edina.mn.us</a>	<a href="mailto:jkeprios@ci.edina.mn.us">jkeprios@ci.edina.mn.us</a>	<a href="mailto:rglanzer@ci.edina.mn.us">rglanzer@ci.edina.mn.us</a>
Name: Wayne Houle	John Keprios	Roger Glanzer										
Department: Public Works Director/City Eng.	Dir. of Parks/Recreation	Utility Superintendent										
Phone: 952-826-0443	952-826-0430	952-826-0390										
E-mail: <a href="mailto:whoule@ci.edina.mn.us">whoule@ci.edina.mn.us</a>	<a href="mailto:jkeprios@ci.edina.mn.us">jkeprios@ci.edina.mn.us</a>	<a href="mailto:rglanzer@ci.edina.mn.us">rglanzer@ci.edina.mn.us</a>										

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# BMP Summary Sheet

**MS4 Name:** City of Edina

**Minimum Control Measure:** 6-POLLUTION PREVENTION/GOOD HOUSEKEEPING

**Unique BMP Identification Number:** 6a-2

<b>*BMP Title:</b> Street Sweeping**								
<b>*BMP Description:</b> The City will brush or vacuum sweep streets a minimum of twice annually in an effort to reduce the amount of sediment and trash from reaching the storm sewer system and Water Resources.  Location(s) in SWPPP of detailed information relating to this BMP: Index Page 6: BMP ID No. 6a-2 Street Sweeping – Record of Activities Completed								
<b>*Measurable Goals:</b> The City will continue recording the frequency and miles of streets that are swept, per sweeping occurrence. The goal of this BMP will be met if the City conducts two street sweeping occurrences per year.								
<b>*Timeline/Implementation Schedule:</b> Street sweeping will continue annually through the expiration of this permit, May 31, 2011.								
<b>Specific Components and Notes:</b>								
<b>*Responsible Party for this BMP:</b> <table><tr><td>Name: Wayne Houle</td><td>Steve Johnson</td></tr><tr><td>Department: Public Works Director/City Engineer</td><td>Public Works Coordinator</td></tr><tr><td>Phone: 952-826-0443</td><td>952-826-0301</td></tr><tr><td>E-mail: <a href="mailto:whoule@ci.edina.mn.us">whoule@ci.edina.mn.us</a></td><td><a href="mailto:sjohnson@ci.edina.mn.us">sjohnson@ci.edina.mn.us</a></td></tr></table>	Name: Wayne Houle	Steve Johnson	Department: Public Works Director/City Engineer	Public Works Coordinator	Phone: 952-826-0443	952-826-0301	E-mail: <a href="mailto:whoule@ci.edina.mn.us">whoule@ci.edina.mn.us</a>	<a href="mailto:sjohnson@ci.edina.mn.us">sjohnson@ci.edina.mn.us</a>
Name: Wayne Houle	Steve Johnson							
Department: Public Works Director/City Engineer	Public Works Coordinator							
Phone: 952-826-0443	952-826-0301							
E-mail: <a href="mailto:whoule@ci.edina.mn.us">whoule@ci.edina.mn.us</a>	<a href="mailto:sjohnson@ci.edina.mn.us">sjohnson@ci.edina.mn.us</a>							

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**BMP Summary Sheet Page 2**

**Responsible Person:**

Name:	Wayne Houle	Steve Johnson
Title:	Public Works Director/City Engineer	Public Works Coordinator
Phone:	952-826-0443	952-826-0301
E-mail:	<a href="mailto:whoule@ci.edina.mn.us">whoule@ci.edina.mn.us</a>	<a href="mailto:sjohnson@ci.edina.mn.us">sjohnson@ci.edina.mn.us</a>

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

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

Date	Description	Contact Person (if different than responsible person)

I hereby certify that the above activities were completed.

\_\_\_\_\_  
Signature of Responsible Official

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

# BMP Summary Sheet

**MS4 Name:** City of Edina

**Minimum Control Measure:** 6-POLLUTION PREVENTION/GOOD HOUSEKEEPING

**Unique BMP Identification Number:** 6b-2

<b>*BMP Title:</b> Annual Inspection of All Structural Pollution Control Devices
<b>*BMP Description:</b> The City Public Works Department will inspect all identified structural pollution control devices on City property and right-of-ways , and prescribe a maintenance schedule as necessary. Newly constructed and rebuild structural pollution control devices will be added to the storm sewer map (BMP summary sheet 3a-1) and inspected within one year of post construction.  Location(s) in SWPPP of detailed information relating to this BMP: Index Page 6: BMP ID No. 6b-2 Annual Inspection of All Structural Pollution Control Devices – Record of Activities Completed
<b>*Measurable Goals:</b> The City will document inspections, repairs, and maintenance projects of its structural pollution control devices. The goal of this BMP will be met if the City conducts and documents inspections of structural pollution control devices a minimum of once per year.
<b>*Timeline/Implementation Schedule:</b> This activity will continue annually through the expiration of this permit, May 31, 2011.
<b>Specific Components and Notes:</b> Comprehensive Water Resources Management Plan
<b>*Responsible Party for this BMP:</b> Name: Wayne Houle Department: Public Works Director/City Engineer Phone: 952-826-0443 E-mail: <a href="mailto:whoule@ci.edina.mn.us">whoule@ci.edina.mn.us</a>

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

**BMP Summary Sheet Page 2**

**Responsible Person:**

Name: Wayne Houle  
Title: Public Works Director/City Engineer  
Phone: 952-826-0443  
E-mail: [whoule@ci.edina.mn.us](mailto:whoule@ci.edina.mn.us)

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

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

Date	Description	Contact Person (if different than responsible person)

I hereby certify that the above activities were completed.

\_\_\_\_\_  
Signature of Responsible Official

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

# BMP Summary Sheet

**MS4 Name:** City of Edina

**Minimum Control Measure:** 6-POLLUTION PREVENTION/GOOD HOUSEKEEPING

**Unique BMP Identification Number:** 6b-3

<b>*BMP Title:</b> Inspection of a Minimum of 20 percent of the MS4 Outfalls, Sediment Basins and Ponds Each Year on a Rotating Basis
<b>*BMP Description:</b> The City will inspect all mapped outfalls, sediment basins and ponds within the City's storm sewer system. The results of these inspections will be compiled in a report which will include sediment levels, watershed information and recommended maintenance and maintenance schedules. Please refer to BMP Summary Sheet 5c-1 for the long-term operation and maintenance of stormwater facilities in new development and redevelopment.  Location(s) in SWPPP of detailed information relating to this BMP: Index Page 6: BMP ID No. 6b-3 Inspection of a Minimum of 20 percent of the MS4 Outfalls, Sediment Basins and Ponds Each Year on a Rotating Basis – Record of Activities Completed
<b>*Measurable Goals:</b> The City will inspect all mapped outfalls, sediment basins, and ponds a minimum of 20% each year (on a rotating schedule during the permit coverage) and record the physical condition of each inspected outfall or pond. The goal of this BMP will be met if the City inspects 20% of all known MS4 outfalls, sediment basins, and ponds per year.
<b>*Timeline/Implementation Schedule:</b> This activity will continue annually through the expiration of this permit, May 31, 2011.
<b>Specific Components and Notes:</b> Comprehensive Water Resources Management Plan
<b>*Responsible Party for this BMP:</b> Name: Wayne Houle Department: Public Works Director/City Engineer Phone: 952-826-0443 E-mail: <a href="mailto:whoule@ci.edina.mn.us">whoule@ci.edina.mn.us</a>

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



# BMP Summary Sheet

**MS4 Name:** City of Edina

**Minimum Control Measure:** 6-POLLUTION PREVENTION/GOOD HOUSEKEEPING

**Unique BMP Identification Number:** 6b-4

<b>*BMP Title:</b> Annual Inspection of All Exposed Stockpile, Storage and Material Handling Areas
<b>*BMP Description:</b> City staff will annually locate and inspect all exposed stockpiles and storage/material handling areas located on City owned properties. All existing onsite BMP's will be inspected for conformance to NPDES Phase II permit requirements. Any identified erosion control issues will be corrected and documented per NPDES Phase II standards.  Location(s) in SWPPP of detailed information relating to this BMP: Index Page 6: BMP ID No. 6b-4 Annual Inspection of All Exposed Stockpile, Storage and Material Handling Areas – Record of Activities Completed
<b>*Measurable Goals:</b> City staff will locate and inspect all exposed stockpiles and storage/material handling areas on City owned properties. The goal of this BMP will be met if the City locates and inspects all exposed stockpiles and storage/material handling areas on City property a minimum of once each year.
<b>*Timeline/Implementation Schedule:</b> Locate and inspect all exposed stockpile, storage and material handling areas located on City-owned properties, record inspections, correct and document all remedial actions a minimum of once per year. Beginning in 2007 and continue annually through May 31, 2011.
<b>Specific Components and Notes:</b>
<b>*Responsible Party for this BMP:</b> Name: Wayne Houle Department: Public Works Director/City Engineer Phone: 952-826-0443 E-mail: <a href="mailto:whoule@ci.edina.mn.us">whoule@ci.edina.mn.us</a>

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



# BMP Summary Sheet

**MS4 Name:** City of Edina

**Minimum Control Measure:** 6-POLLUTION PREVENTION/GOOD HOUSEKEEPING

**Unique BMP Identification Number:** 6b-5

<p><b>*BMP Title:</b> Inspection Follow-up Including the Determination of Whether Repair, Replacement, or Maintenance Measures are Necessary and the Implementation of the Corrective Measures</p>
<p><b>*BMP Description:</b></p> <p>The City will determine whether repair, replacement, or maintenance measures are necessary from evaluating inspection reports and other pertinent information. All corrective maintenance, repair, and/or replacement measures will be documented and recorded by the City's public works staff.</p> <p>Location(s) in SWPPP of detailed information relating to this BMP: Index Page 6: BMP ID No. 6b-5 Inspection Follow-up Including the Determination of Whether Repair, Replacement, or Maintenance Measures are Necessary and the Implementation of the Corrective Measures – Record of Activities Completed</p>
<p><b>*Measurable Goals:</b></p> <p>The City will determine whether repair, replacement, or maintenance measures are necessary from evaluating inspection reports and other pertinent information. The goal of this BMP will be met if the City evaluates inspections reports and other information a minimum of once per year.</p>
<p><b>*Timeline/Implementation Schedule:</b></p> <p>This activity is currently implemented and will be updated annually through the life of this permit, May 31, 2011.</p>
<p><b>Specific Components and Notes:</b></p>
<p><b>*Responsible Party for this BMP:</b></p> <p>Name: Wayne Houle Department: Public Works Director/City Engineer Phone: 952-826-0443 E-mail: <a href="mailto:whoule@ci.edina.mn.us">whoule@ci.edina.mn.us</a></p>

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



# BMP Summary Sheet

**MS4 Name:** City of Edina

**Minimum Control Measure:** 6-POLLUTION PREVENTION/GOOD HOUSEKEEPING

**Unique BMP Identification Number:** 6b-6

<b>*BMP Title:</b> Record Reporting and Retention of All Inspections and Responses to the Inspections
<b>*BMP Description:</b> The Public Works Director will retain all records of inspection, maintenance, and corrective actions of the City's storm water system. Records will be available, by request, to the public upon approval by the Public Works Director.  Location(s) in SWPPP of detailed information relating to this BMP: Index Page 6: BMP ID No. 6b-6 Record Reporting and Retention of All Inspections and Responses to the Inspections – Record of Activities Completed
<b>*Measurable Goals:</b> The City will retain all records of inspection, maintenance, and corrective actions of the City's stormwater system. The goal of this BMP will be met if the City retains these records for a period of three years past the expiration of this permit.
<b>*Timeline/Implementation Schedule:</b> The activity was established in 2004 and will be updated annually throughout the life of this permit, May 31, 2011.
<b>Specific Components and Notes:</b>
<b>*Responsible Party for this BMP:</b> Name: Wayne Houle Department: Public Works Director/City Engineer Phone: 952-826-0443 E-mail: <a href="mailto:whoule@ci.edina.mn.us">whoule@ci.edina.mn.us</a>

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



## BMP Summary Sheet

**MS4 Name:** City of Edina

**Minimum Control Measure:** 6-POLLUTION PREVENTION/GOOD HOUSEKEEPING

**Unique BMP Identification Number:** 6b-7

<b>*BMP Title:</b> Evaluation of Inspection Frequency
<b>*BMP Description:</b> The City will retain records of inspection results and any maintenance performed or recommended. After 2 years of inspections, if patterns of maintenance become apparent, the frequency of inspections may be adjusted at the discretion of the Public Works Director given the following conditions are fulfilled: <ol style="list-style-type: none"><li>1. If maintenance or sediment removal is required as a result of each of the first two annual inspections, the frequency of inspection shall be increased to at least two (2) times annually or more frequently as needed to prevent carry-over or washout of pollutants from structures and maximize pollutant removal.</li><li>2. If maintenance or sediment removal is not required as a result of both of the first two (2) annual inspections, the frequency may be reduced to once every two (2) years.</li></ol> Location(s) in SWPPP of detailed information relating to this BMP: Index Page 6: BMP ID No. 6b-7 Evaluation of Inspection Frequency – Record of Activities Completed
<b>*Measurable Goals:</b> The City will retain the records of inspection results and any maintenance performed or recommended. The goal of this BMP will be met if the City evaluates the inspection records after two years of conducting inspections.
<b>*Timeline/Implementation Schedule:</b> The activity will continue to be annually evaluated through the expiration of this permit, May 31, 2011.
<b>Specific Components and Notes:</b>
<b>*Responsible Party for this BMP:</b> Name: Wayne Houle Department: Public Works Director/City Engineer Phone: 952-826-0443 E-mail: <a href="mailto:whoule@ci.edina.mn.us">whoule@ci.edina.mn.us</a>

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

**BMP Summary Sheet Page 2**

**Responsible Person:**

Name: Wayne Houle  
Title: Public Works Director/City Engineer  
Phone: 952-826-0443  
E-mail: [whoule@ci.edina.mn.us](mailto:whoule@ci.edina.mn.us)

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

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

Date	Description	Contact Person (if different than responsible person)

I hereby certify that the above activities were completed.

\_\_\_\_\_  
Signature of Responsible Official

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

## Additional BMP Summary Sheet

**MS4 Name:** City of Edina

**Minimum Control Measure:** 6-POLLUTION PREVENTION/GOOD HOUSEKEEPING

**Unique BMP Identification Number:** 6b-8

<b>*BMP Title:</b> Landscaping and Lawn Care Practices Review		
<b>*BMP Description:</b> The City will annually review and, if necessary, adjust its current practices in the use of fertilizer, pesticide and herbicide application, mowing and discharge operations, grass clipping collection, mulching and composting.  Location(s) in SWPPP of detailed information relating to this BMP: Index Page 6: BMP ID No. 6b-8 Landscaping and Lawn Care Practices Review – Record of Activities Completed		
<b>*Measurable Goals:</b> The City will annually document the results of the review and the number of staff who receive training. Success will be defined as adjusting current practices if necessary.		
<b>*Timeline/Implementation Schedule:</b> This BMP began in 2004 and will continue through the life of this permit, May 31, 2011.		
<b>Specific Components and Notes:</b>		
<b>*Responsible Party for this BMP:</b>		
Name: Wayne Houle	John Keprios	Roger Glanzer
Department: Public Works Director/City Eng.	Dir. of Parks/Recreation	Utility Superintendent
Phone: 952-826-0443	952-826-0430	952-826-0390
E-mail: <a href="mailto:whoule@ci.edina.mn.us">whoule@ci.edina.mn.us</a>	<a href="mailto:jkeprios@ci.edina.mn.us">jkeprios@ci.edina.mn.us</a>	<a href="mailto:rglanzer@ci.edina.mn.us">rglanzer@ci.edina.mn.us</a>

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



## Additional BMP Summary Sheet

**MS4 Name:** City of Edina

**Minimum Control Measure:** 6-POLLUTION PREVENTION/GOOD HOUSEKEEPING

**Unique BMP Identification Number:** 6b-9

<b>*BMP Title:</b> Road Salt Application Review								
<b>*BMP Description:</b> The City will review the practices and policies of road salt applications such as alternative products, calibration of equipment, inspection of vehicles and staff training.  Location(s) in SWPPP of detailed information relating to this BMP: Index Page 6: BMP ID No. 6b-9 Road Salt Application Review – Record of Activities Completed								
<b>*Measurable Goals:</b> The City will record the annual activities of the salt distribution program. Success will be defined as adjusting current practices as necessary.								
<b>*Timeline/Implementation Schedule:</b> This activity will be conducted annually beginning 2006 through the life of this permit, May 31, 2011.								
<b>Specific Components and Notes:</b>								
<b>*Responsible Party for this BMP:</b> <table style="width: 100%; border: none;"><tr><td style="width: 50%;">Name: Wayne Houle</td><td style="width: 50%;">Steve Johnson</td></tr><tr><td>Department: Public Works Director/City Engineer</td><td>Public Works Coordinator</td></tr><tr><td>Phone: 952-826-0443</td><td>952-826-0301</td></tr><tr><td>E-mail: <a href="mailto:whoule@ci.edina.mn.us">whoule@ci.edina.mn.us</a></td><td><a href="mailto:sjohnson@ci.edina.mn.us">sjohnson@ci.edina.mn.us</a></td></tr></table>	Name: Wayne Houle	Steve Johnson	Department: Public Works Director/City Engineer	Public Works Coordinator	Phone: 952-826-0443	952-826-0301	E-mail: <a href="mailto:whoule@ci.edina.mn.us">whoule@ci.edina.mn.us</a>	<a href="mailto:sjohnson@ci.edina.mn.us">sjohnson@ci.edina.mn.us</a>
Name: Wayne Houle	Steve Johnson							
Department: Public Works Director/City Engineer	Public Works Coordinator							
Phone: 952-826-0443	952-826-0301							
E-mail: <a href="mailto:whoule@ci.edina.mn.us">whoule@ci.edina.mn.us</a>	<a href="mailto:sjohnson@ci.edina.mn.us">sjohnson@ci.edina.mn.us</a>							



## Additional BMP Summary Sheet

**MS4 Name:** City of Edina

**Minimum Control Measure:** 6-POLLUTION PREVENTION/GOOD HOUSEKEEPING

**Unique BMP Identification Number:** 6b-10

<b>*BMP Title:</b> Backwash Recycle Tanks
<b>*BMP Description:</b> <p>The City will construct backwash recycle tanks at water treatment plants #2, #3, and #4. Backwash water recycle tanks will collect the backwash water, which now flows to the storm water system. The backwash water will stay in the tanks until the suspended solids settle out, then will be retreated and put into the potable water supply. The settled solids will be discharged to the sanitary sewer system. Each plant will have an emergency overflow point in the recycling tanks, which will enter the same storm sewer system to which each plant currently discharges. The overflow points will be locked controlled discharges.</p> <p>Location(s) in SWPPP of detailed information relating to this BMP: Index Page 6: BMP ID No. 6b-9 Backwash Recycle Tanks – Record of Activities Completed</p>
<b>*Measurable Goals:</b> <p>The City will submit Quarterly Wastewater Treatment Discharge Monitoring Reports as a No Discharge. Any release to the storm water system will immediately be reported to the MN Department of Public Safety Duty Officer; and collect representative samples of the release. A follow-up report of the release will be submitted to the MPCA. Success of this BMP is defined as submitting the Quarterly Wastewater Treatment Discharge Monitoring Reports.</p>
<b>*Timeline/Implementation Schedule:</b> <p>The City will complete the construction all three backwash water tanks by June 30, 2007. Quarterly Wastewater Treatment Discharge Monitoring Reports will be submitted beginning September 2007 through the life of this permit, May 31, 2011.</p>
<b>Specific Components and Notes:</b>
<b>*Responsible Party for this BMP:</b> Name: Roger Glanzer Department: Utility Superintendent Phone: 952-826-0311 E-mail: rglanzer@ci.edina.mn.us



## Additional BMP Summary Sheet

**MS4 Name:** City of Edina

**Minimum Control Measure:** N/A

**Unique BMP Identification Number:** 7

<b>*BMP Title:</b> Nondegradation for Selected MS4s
<b>*BMP Description:</b> <p>The City will prepare a Loading Assessment and Nondegradation Report as per Part X. Appendix D. Sections B &amp; C of the MS4 General Permit. The City will follow the public participation process as per Part X. Appendix D. Section D of the MS4 General Permit. After consideration of the input received during the public participation process, the City will prepare and submit the materials required in Part X. Appendix D. Section E of the MS4 General Permit.</p> <p>During the MPCA review, notice, and preliminary determination processes, the City will work with the MPCA, if appropriate, to respond to comments and/or revise the submittal materials to prepare them for final approval.</p> <p>After final determination by the MPCA, the City will modify the SWPPP as per the approved submittal materials and as needed to meet the nondegradation requirements.</p> <p>Location(s) in SWPPP of detailed information relating to this BMP:</p>
<b>*Measurable Goals:</b> <ol style="list-style-type: none"><li>1. The City will prepare and submit materials to meet the requirements listed above.</li><li>2. The City will respond to and coordinate with the MPCA, as appropriate, during the MPCA review, notice, and preliminary determination processes.</li><li>3. Modify the SWPPP as per the approved modifications and as needed to meet the nondegradation requirements.</li></ol>
<b>*Timeline/Implementation Schedule:</b> <p>Listed numbers below correspond to the Measurable Goals listed above</p> <ol style="list-style-type: none"><li>1. The City will prepare and submit the required materials listed above by January 1, 2008.</li><li>2. The City will respond to and coordinate with the MPCA, as appropriate, during the MPCA review, notice, and preliminary determination processes.</li><li>3. After the submittal materials are approved by the MPCA, the City will modify the SWPPP, as per the approved modifications and as needed to meet the nondegradation requirements, in a timely manner.</li></ol>
<b>Specific Components and Notes:</b>
<b>*Responsible Party for this BMP:</b> <p>Name: Wayne Houle Department: Public Works Director/City Engineer Phone: 952-826-0443 E-mail: <a href="mailto:whoule@ci.edina.mn.us">whoule@ci.edina.mn.us</a></p>



# Additional BMP Summary Sheet

**MS4 Name:** City of Edina

**Permit Condition:** IV.D- Section 303(d) Impaired Waters Listings

**Unique BMP Identification Number:** 8

**BMP Title:** Impaired Waters Review Process

## **BMP Description:**

The City of Edina will review all discharges from our MS4 system to Nine Mile Creek and Minnehaha Creek, pursuant to section IV.D. of the MS4 General Permit, and as defined by the current USEPA approved 303(d) list.

In this review, the City of Edina will:

- Identify the impaired waters that are likely to be impacted by the MS4's stormwater discharge.
- Use a combination of storm sewer maps, historical inspection records, field surveys, the Comprehensive Water Resources Management Plan, Non-Degradation Report and any additional available information to identify all potential stormwater discharges to impaired waters
- Delineate the watershed area(s) that contribute to the above discharge(s)
- Evaluate the hydrology, land use and other characteristics of the watershed area(s) that may impact the impaired water as a result of a stormwater discharge from our MS4

Based on the review above, City staff will determine if any changes to the existing stormwater system or BMPs are needed to minimize the impact of discharges from our MS4 to the impaired water(s). If such modifications are deemed necessary, the City of Edina will modify our SWPPP and submit those modifications to the MPCA with the current year's annual report. In our review, we will consider timing and long and short term costs. All assumptions, reasoning, and justification used to reach a conclusion on whether or not SWPPP revisions are necessary will be documented in the decision making process and records of this determination kept along with all records associated with the MS4 permit. A narrative summary of this review will then be prepared, and identify any associated SWPPP revisions that were made.

## **Measurable Goals:**

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

## **Timeline/Implementation Schedule:**

1. *2007-June 2008*: Identify what steps, if any, have already been taken by the City of Edina to meet the requirements of section IV.D. of the MS4 General Permit.
2. *2007-June 2008*: Identify impaired waters receiving likely impacts from stormwater discharges from the City of Edina and locate discharges.
3. *2007-June 2008*: Delineate watersheds contributing runoff to impaired waters
4. *2007-June 2008*: Develop a Map of discharges

5. *2007-June 2008*: Complete an Evaluation of hydrology, land use, etc.

6. *Prior to June 31, 2008*: Include in Annual Report to MPCA the overview of the impaired waters review and any changes to the SWPPP that have been deemed necessary through this review process.

7. *June 30, 2008- May 31, 2011*: Annually replicate steps #2 through #7 for newly listed 303(d) impaired waters (if any).

**Specific Components and Notes:**

This process is to be reassessed annually over the course of the permit cycle. As new 303(d) lists with additional impaired waters listed are published in the future, the City of Edina will review changes to the list and conduct the necessary review of additional listed waters likely to be impacted by the MS4's stormwater discharges.

When an USEPA approved TMDL is finalized, the City of Edina intends to fully comply with all limits and requirements set forth in the TMDL in accordance with the schedule(s) outlined in the TMDL and the MS4 Permit.

**Responsible Party for this BMP:**

Name: Wayne Houle

Department: City Engineer/Public Works Director

Phone: 952-826-0443

E-mail: [whoule@ci.edina.mn.us](mailto:whoule@ci.edina.mn.us)



## **APPENDIX A**

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



## Minnesota Pollution Control Agency

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

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

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

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

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

Signature: \_\_\_\_\_

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

Sheryl A. Corrigan  
Commissioner  
Minnesota Pollution Control Agency

Issuance Date: \_\_\_\_\_

3/3/06

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

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

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

**Table of Contents**

	<u>Page</u>
<b>I. Permit Goals .....</b>	<b>3</b>
<b>II. Coverage Under This Permit .....</b>	<b>3</b>
<b>III. Application Requirements (Notice of Intent) .....</b>	<b>5</b>
<b>IV. Rights and Responsibilities .....</b>	<b>6</b>
<b>V. Storm Water Pollution Prevention Program .....</b>	<b>7</b>
<b>VI. Evaluating, Recordkeeping and Reporting .....</b>	<b>15</b>
<b>VII. Appendix A: Standard Conditions .....</b>	<b>17</b>
<b>VIII. Appendix B: Definitions .....</b>	<b>20</b>
<b>IX. Appendix C: Limitations on Coverage .....</b>	<b>25</b>
<b>X. Appendix D: Nondegradation for Selected MS4s .....</b>	<b>30</b>
<b>XI. Appendix E: Selected MS4s .....</b>	<b>33</b>

## **PART I. PERMIT GOALS**

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

## **PART II. COVERAGE UNDER THIS PERMIT**

### **A. Eligibility**

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

### **B. Limitations on Coverage**

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

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

### C. Obtaining Authorization

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

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

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

### **PART III. APPLICATION REQUIREMENTS (Notice of Intent)**

#### **A. Deadlines for Application**

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

#### **B. Signature**

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

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

#### **C. Application Attachment: Storm Water Pollution Prevention Program**

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

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

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

**D. Where to Submit**

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

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

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

**E. Record Retention**

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

**PART IV. RIGHTS AND RESPONSIBILITIES**

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

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

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

#### **PART V. STORM WATER POLLUTION PREVENTION PROGRAM**

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

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

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

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

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

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

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

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

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

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

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

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

#### **H. Modifications to the Storm Water Pollution Prevention Program**

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

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

## **PART VI. EVALUATING, RECORDKEEPING AND REPORTING**

### **A. Evaluation and Assessment**

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

### **B. Recordkeeping**

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

### **C. Public Availability**

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

### **D. Annual Reporting**

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

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

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

**E. Reporting Submittals**

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

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

**PART VII. APPENDIX A: STANDARD CONDITIONS**

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

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

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

## PART VIII. APPENDIX B: DEFINITIONS

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

## PART IX. APPENDIX C: LIMITATIONS ON COVERAGE

### Contents of Appendix C:

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

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

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

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

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

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

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

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

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

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

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

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

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

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

## **PART X. APPENDIX D: NONDEGRADATION FOR SELECTED MS4s**

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

### **A. Selected MS4s**

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

### **B. Loading Assessment**

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

### **C. Nondegradation Report**

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

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

#### **D. Public Participation**

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

#### **E. Submittals for Selected MS4s**

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

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

5. An application to modify the permit.

#### **F. MPCA Review**

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

#### **G. Notice and Preliminary Determination**

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

#### **H. Final Determination**

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

#### **I. Implementation of the Approved Storm Water Pollution Prevention Program**

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

**PART XI. APPENDIX E: SELECTED MS4s**

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

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

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

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

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

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

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



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

## Inspection goals

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

## Forms and procedures

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

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

## Record keeping

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

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

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

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

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

For more information contact

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651-296-6575

Inspection requirements and guidance

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

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

## **APPENDIX B**

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



Minnesota  
Pollution  
Control  
Agency

Municipal  
Division

## Overview of Minnesota's NPDES/SDS Construction Stormwater Permit

Water Quality/Stormwater #2-05, November 2005

**MPCA Office**

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

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

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

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

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

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

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

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

- Completed application
- \$400 application fee

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

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

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

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



### Stormwater Pollution Prevention Plan

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

Plans must:

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

SWPPP amendments are required when:

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

#### 10+ acres disturbed at one time?

Temporary sediment basins must:

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

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

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

### Permanent Stormwater Management System

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

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



### Best Management Practices

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

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

#### Within 200 feet of surface water?

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

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

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

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

Possible sediment control practices include:

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

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

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

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

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

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

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

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

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



### Discharges to special waters

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

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

Additional best management practices include:

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

### Discharges to Wetlands

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

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

### Special situations

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

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

### Owner or operator changes?

#### Subdivision

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

#### Entire project

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

### Resources

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

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

*Stormwater Management for Construction Activities*, EPA  
<http://cfpub1.epa.gov/npdes/stormwater/const.stm>

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

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



Minnesota  
Pollution  
Control  
Agency

Municipal  
Division

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- ◆ **Marshall**  
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- ◆ **Rochester**  
(507) 285-7343
- ◆ **St. Paul**  
(651) 296-6300  
Toll-free/TTY  
(800) 657-3864
- ◆ **Willmar**  
(320) 214-3786

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

Water Quality/Stormwater #2.03, October 2004

### Why is stormwater runoff a problem for our environment?

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

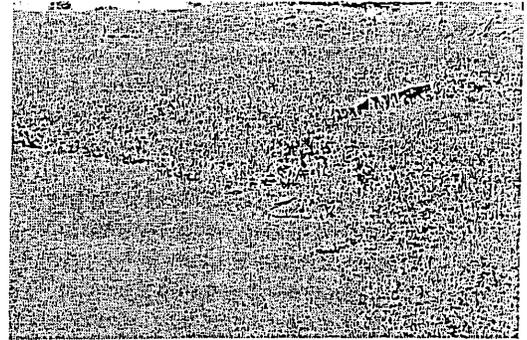
### Why is construction runoff an environmental problem?

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

### What is the National Pollutant Discharge Elimination System (NPDES) Stormwater Program?

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

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



*Improperly managed runoff can damage Minnesota's waters.*

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

### Who must apply for a construction stormwater permit?

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

### When was the program expanded to include small construction projects, those between one and five acres?

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



**What is the main requirement of the permit?**

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

**How much is the application fee?**

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

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

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

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

MPCA Stormwater Web site  
[www.pca.state.mn.us/water/stormwater/index.html](http://www.pca.state.mn.us/water/stormwater/index.html)

MPCA Municipal Division  
Shanna Denis, 651-297-1457

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

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

*Stormwater Compliance Assistance Tool Kit for Small Construction Operators*, MPCA  
[www.pca.state.mn.us/publications/wq-strm2-09.pdf](http://www.pca.state.mn.us/publications/wq-strm2-09.pdf)

*Protection Water Quality in Urban Areas Manual*, MPCA  
[www.pca.state.mn.us/water/pubs/sw-bmpmanual.html](http://www.pca.state.mn.us/water/pubs/sw-bmpmanual.html)

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

Summary Guidance, EPA  
[www.epa.gov/npdes/pubs/owm0307.pdf](http://www.epa.gov/npdes/pubs/owm0307.pdf)

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

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

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

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

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

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

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

Signature: \_\_\_\_\_

*Daniel D. Foley* *MS* Board Member  
for

Minnesota Pollution Control Agency

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

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

Table of Contents

	<u>Page</u>
I. PERMIT COVERAGE AND LIMITATIONS .....	3
A. Permit Coverage .....	3
B. Limitations of Coverage .....	3
II. SUBMITTING THE APPLICATION.....	4
A. Prerequisite for Submitting a Permit Application .....	4
B. Application and Duration of Coverage.....	4
C. Termination of Coverage.....	6
III. STORM WATER DISCHARGE DESIGN REQUIREMENTS .....	7
A. Storm Water Pollution Prevention Plan.....	7
B. Temporary Sediment Basins.....	9
C. Permanent Storm Water Management System .....	10
D. Record Retention .....	13
IV. CONSTRUCTION ACTIVITY REQUIREMENTS.....	13
A. Storm Water Pollution Prevention Plan.....	13
B. Erosion Prevention Practices .....	13
C. Sediment Control Practices .....	14
D. Dewatering and Basin Draining.....	15
E. Inspections and Maintenance.....	15
F. Pollution Prevention Management Measures .....	17
G. Final Stabilization.....	17
V. GENERAL PROVISIONS.....	18
A. Applicability Criteria.....	18
B. Response .....	18
C. Prohibitions.....	18
D. Transfer of Ownership or Control .....	18
E. Civil and Criminal Liability .....	18
F. Severability.....	19
G. NPDES/SDS Rule Standard Conditions.....	19
H. Inspection and Entry .....	19
APPENDIX A .....	19
APPENDIX B - DEFINITIONS.....	23

## PART I. PERMIT COVERAGE AND LIMITATIONS

### A. PERMIT COVERAGE

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

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

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

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

### B. LIMITATIONS OF COVERAGE

This permit does not cover the following activities:

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

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

## PART II. SUBMITTING THE APPLICATION

### A. PREREQUISITE FOR SUBMITTING A PERMIT APPLICATION

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

### B. APPLICATION AND DURATION OF COVERAGE

#### 1. Application Required.

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

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

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

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

#### C. TERMINATION OF COVERAGE

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

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

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

### **PART III. STORM WATER DISCHARGE DESIGN REQUIREMENTS**

#### **A. STORM WATER POLLUTION PREVENTION PLAN**

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

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

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

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

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

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

#### B. TEMPORARY SEDIMENT BASINS

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

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

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

### C. PERMANENT STORM WATER MANAGEMENT SYSTEM

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

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

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

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

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

#### 1. Wet Sedimentation Basin

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

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

## 2. Infiltration/Filtration

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

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

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

### 3. Regional Ponds

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

### 4. Combination of Practices

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

### 5. Alternative Method

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

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

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

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

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

#### D. RECORD RETENTION

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

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

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

### PART IV. CONSTRUCTION ACTIVITY REQUIREMENTS

#### A. STORM WATER POLLUTION PREVENTION PLAN

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

#### B. EROSION PREVENTION PRACTICES

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

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

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

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

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

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

### C. SEDIMENT CONTROL PRACTICES

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

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

#### D. DEWATERING AND BASIN DRAINING

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

#### E. INSPECTIONS AND MAINTENANCE

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

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

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

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

#### F. POLLUTION PREVENTION MANAGEMENT MEASURES

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

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

#### G. FINAL STABILIZATION

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

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

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

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

## PART V. GENERAL PROVISIONS

### A. APPLICABILITY CRITERIA

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

### B. RESPONSE

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

### C. PROHIBITIONS

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

### D. TRANSFER OF OWNERSHIP OR CONTROL

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

### E. CIVIL AND CRIMINAL LIABILITY

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

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

F. SEVERABILITY

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

G. NPDES/SDS RULE STANDARD CONDITIONS

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

H. INSPECTION AND ENTRY

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

**APPENDIX A**

A. GENERAL REQUIREMENTS

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

B. REQUIREMENTS FOR DISCHARGES TO SPECIAL WATERS

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

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

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

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

#### C. ADDITIONAL BMPS FOR SPECIAL WATERS

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

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

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

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

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

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

#### D. REQUIREMENTS FOR DISCHARGING TO WETLANDS

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

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

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

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

E. DISCHARGES REQUIRING ENVIRONMENTAL REVIEW

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

F. DISCHARGES AFFECTING ENDANGERED OR THREATENED SPECIES

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

G. DISCHARGES AFFECTING HISTORIC PLACES OR ARCHEOLOGICAL SITES

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

## APPENDIX B. DEFINITIONS

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

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

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

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

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

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

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

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