December 2022

BUTTE-SILVER BOW MS4 STORM WATER MANAGEMENT PLAN



The City and County of Butte-Silver Bow Montana

Prepared for:
Butte-Silver Bow Metro
800 Centennial Road
Butte, MT 59701

Butte-Silver Bow Public Works
126 W. Granite St.
Butte, MT 59701

Submitted by:
Water & Environmental Technologies
480 East Park Street
Butte, MT 59701
406 782 5220

1 and 2.	PUBLIC EDUCATION, OUTREACH, INVOLVEMENT, AND PARTICIPATION • 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 the public can take to reduce pollutants in storm water runoff. • Implement a public involvement/participation program to involve key target audiences in the development and implementation of the SWMP that complies with state and local public notice requirements.

Minimum Measure	Required BMP	Permit Year	Measurable Goal, Responsible Party, Action Items & Deliverables, Resources, and Due Date
a. Develop and continue to utilize the permittee's storm water website for public involvement.	i. Annually review and update a storm water website that, at a minimum, includes the following: • A copy of, or link to, this General Permit • A copy of the Notice of Intent application form submitted to DEQ including all supplemental information • Access to outreach strategy information and materials • Applicable outreach event information • Most current version of the SWMP and any supporting documents • At a minimum, five years of most recent annual reports submitted to DEQ • A mechanism for providing public input for the SWMP including contact information and directions for comments, questions, and complaints • Information regarding how to identify and report illicit discharges • Permittee requirements for construction activities and how to submit related complaints • The Notice of Intent application form and supplemental application information, the updated General Permit and a minimum of five years of annual reports must be posted on the website within 90 days of the effective dates of this General Permit.	Annually	**Measurable Goal:** Maintain and advertise the storm water website. **Responsible Party:** BSB Storm Water Coordinator; BSB Information Technology (IT) Personnel **Action Items & *Deliverables/Deadline*** 1. Maintain storm water website. *Requirements include: General Permit/link to the MDEQ's webpage containing the permit, access to outreach materials, outreach event information, storm water management program documents and updates, annual reports, a SWMP public input mechanism, information regarding how to identify sources of illicit discharges, NOI application form and supplemental application information; how to report an illicit discharge procedures; permittee construction activities requirements; and how to submit construction project complaints.* 2. Advertise storm water website. *BSB will notify municipal system users about the storm water website by using a combination of the following media outlets:* ○ *Enclosing information in Utility Bills (Water Service),* ○ *Advertise in the MT Standard and Butte Weekly,* ○ *Advertisements via radio, PSA's, etc.,* ○ *Promote through social media (Facebook, Twitter, etc.)* **Resources:** • EPA MS4 Permit Information https://www.epa.gov/npdes/stormwater-discharges-municipal-sources#overview • MDEQ MS4 Water Permitting and Operator Assistance | Montana DEQ (mt.gov) • EPA Superfund Program website SILVER BOW CREEK/BUTTE AREA | Superfund Site Profile | Superfund Site Information | US EPA • BSB website https://bsbstormwater.org/ **Due Dates:** December 31, 2022; December 31, 2023; December 31, 2024; December 31, 2025; December 31, 2026
	ii. Provide a minimum of one opportunity annually for the public to provide comments on the SWMP. Document all relevant input, responses, and SWMP modifications made as a result.	Annually	**Measurable Goal:** Develop a mechanism for public comments on the SWMP. Document input, responses and SWMP modifications. **Responsible Party:** BSB Storm Water Coordinator; BSB Information Technology (IT) Personnel **Action Items & *Deliverables/Deadline*** 1. Develop mechanism for public comments to be made. *2.* Track, document and implement relevant input, responses and SWMP modifications made as a result. *3.* Summarize these in the annual report. **Resources:** • BSB website https://bsbstormwater.org/ **Due Dates:** December 31, 2022; December 31, 2023; December 31, 2024; December 31, 2025; December 31, 2026

b. Determine key target audiences most appropriate for storm water education and outreach.	i. Based on the permittee's local knowledge of storm water pollutant generating activity within their MS4, document which business types and/or residential behaviors from the list below are common sources of pollutants, illicit discharges, spills, and/or dumping within the permitted MS4 boundaries. Select a minimum of four applicable key target audiences to address pollutant generating behavior through storm water education and outreach. Residential Behaviors: • Car Washing/Care • General Common Education • Hazardous Waste Disposal • Home Chemical Care • Lawn & Garden Care • Pet Waste Business Types: • Carpet Cleaning/Restoration Companies • Construction Industry • Gas Stations • Industrial Facilities & Operations • Landscapers • Mobile Cleaning/ Pressure Washing • Post Construction Facility Owners • Restaurant or Food Trucks Note: DEQ may approve or require additional key target audiences. ii. Review key target audiences annually and identify the pollutants associated with each.	Annually	**Measurable Goal:** Generate a prioritized list of target audiences with description, rationale, and associated pollutants. **Responsible Party:** BSB Storm Water Coordinator **Action Items & *Deliverables/Deadline:*** 1. Analyze and tally business types and/or residential behaviors (locations) where illicit discharges, spills and dumping are prevalent. *List of business types and/or residential behaviors.* 2. List key target audiences involved in illegal discharges and improper disposal of waste along with a description and rationale for each selection. *List key target audiences with description and rationale.* 3. Determine pollutants associated with each target audience. *List pollutants for each target audience.* 4. Review annually. **Resources:** • EPA "ECHO" website (https://echo.epa.gov/) to find current Discharge Permit status. • Research industrial businesses without a MDEQ Discharge Permit. • Interview BSB Landfill staff about illegal dumping (prevalence and locations). • BSB Pre-Treatment Surveys/Information **Due Dates:** December 31, 2022; December 31, 2023; December 31, 2024; December 31, 2025; December 31, 2026
c. Identify and develop outreach formats, distribution channels, and messages for each key target audience and associated storm water polluting behavior. Include approaches for involving the public in SWMP development and implementation.	i. For each key target audience, select a minimum of one outreach strategy listed below. At least two outreach strategies must be active. Passive Outreach Strategies: • Advertisements • Brochures/ Fliers • Business Specific Emails • Community Artwork/ Murals • Educational Signage • Informative Articles or Stories • Social Media • Sponsorship of Community Events • Targeted Door Hangers • Utility Bill Inserts • Vehicle Wraps Active Outreach Strategies: • Cleanup Days/ Events • Community Meetings/ Presentation • Community Storm Water Surveys • Form a Citizen Storm Water Advisory Panel • Host AmeriCorps Member • Industry Specific Training • Participation in Community Events	Annually	**Measurable Goal:** Tailor outreach to key target audiences and storm water polluting behaviors. **Responsible Party:** BSB Storm Water Coordinator; BSB Information Technology (IT) Personnel **Action Items & *Deliverables/Deadline:*** 1. Retain/update formats and distribution channels for messages to target audience and associated storm water polluting behavior. *BSB will use outreach formats (i.e., website, newspaper, social media, utility bills, school book covers, bookmarks, radio and TV Public Service Announcements, pet waste containers, billboards) to communicate positive storm water behaviors (i.e., Construction Disturbance Awareness, Only Rain in the Drain, Responsible Pet Waste Disposal, Non-Polluting Behaviors for Events/Festivals, and Resist over fertilizing, etc.). Link outreach messages with existing BSB Superfund Remedy Activities and Operation & Maintenance (O&M) requirements.* 2. Provide classroom education for Butte students and public education at festivals, etc. *BSB will use educate school children and the public on storm water topics.* **Resources:** • EPA Superfund Program website https://cumulis.epa.gov/supercpad/cursites/csitinfo.cfm?id=0800416 • EPA MS4 Permit Information https://www.epa.gov/npdes/stormwater-discharges-municipal-sources#overview • BSB website https://bsbstormwater.org/ **Due Dates:** December 31, 2022; December 31, 2023; December 31, 2024; December 31, 2025;

	• Pet Waste Stations • Public Tours • Public Workshops • Rain Garden Adoption/ Building Program • Storm Drain Adoption Program • Student Outreach/ Class Work • Water Quality Monitoring with Citizen Volunteers Note: DEQ may approve or require additional outreach strategies.		December 31, 2026
	ii. Each year, the permittee must implement at least four activities. The activities can be the same or different from year to year. For each key target audience, identify the outreach strategies and planned timeframe for implementation for the upcoming year and include this information in the annual report.	Annually	**Measurable Goal:** Implement at least four activities to inform, educate and promote correct storm water polluting behavior. **Responsible Party** BSB Storm Water Coordinator **Action Items & *Deliverables/Deadline***: 1. Identify and market planned activities to be implemented. *BSB will distribute advertisements for activities in public buildings (i.e., courthouse, library, schools, and civic center).* *BSB will use multiple distribution outlets (i.e., website, newspaper, social media, utility bills, school book covers, bookmarks, radio and TV Public Service Announcements, pet waste containers, etc.) to reach key target audiences.* **Resources:** • BSB website https://bsbstormwater.org/ **Due Dates:** December 31, 2022; December 31, 2023; December 31, 2024; December 31, 2025; December 31, 2026

3.	ILLICIT DISCHARGE DETECTION AND ELIMINATION • Develop, implement, and enforce a program to detect and eliminate illicit discharges into the small MS4. • Develop and annually update a storm sewer system map showing the location of all outfalls and the names/locations of all receiving waters. • Through ordinance or other regulatory mechanism to the extent allowable under state or local law, effectively prohibit non-storm water discharges into the MS4 and implement appropriate enforcement procedures and actions. • Develop and implement a plan to detect and address non-storm water discharges, including illegal dumping, to the MS4. • Inform employees, businesses, and the general public of hazards associated with illegal discharges and improper disposal of waste.

Minimum Measure	Required BMP	Permit Year	Measurable Goal, Responsible Party, Action Items & Deliverables, Resources, and Due Date
a. Identify categories of non-storm water discharges or flows that are significant contributors of pollutants to the MS4.	i. Determine which potential non-storm water discharges or flows to the Small MS4, including but not limited to a consideration of those listed below, are significant contributors of pollutants. Non-Storm Water Discharges or Flows: • Water Line Flushing • Landscape Irrigation • Diverted Stream Flows • Rising Groundwater • Uncontaminated Ground Water Infiltration • Uncontaminated Pumped Ground Water • Discharges from Potable Water Sources • Foundation Drains • Air Conditioning Condensation • Irrigation Water • Springs • Water from Crawl Space Pumps • Footing Drains • Lawn Watering • Individual Residential Car Washing • Flows from Riparian Habitats and Wetlands • Dechlorinated Swimming Pool Discharges • Street Wash Water *Note: Discharges or flows from firefighting activities are excluded from the effective prohibition against non-storm water and only need to be addressed where they are identified as significant sources of pollutants to surface waters.* ii. In the SWMP, document and update annually: • A list of non-storm water discharges the permittee has identified as significant contributors of pollutants (i.e., illicit discharges). Include the pollutants associated with each illicit discharge, and any local controls or conditions placed on these discharges. • A list of non-storm water discharges the permittee has determined as non-significant contributors of pollutants (i.e., occasional incidental discharges) and will not be addressed as illicit discharges, based on the information available to the permittee. Include the pollutants associated with each type of discharge and any local controls or conditions placed on these discharges.	Annually	**Measurable Goal:** Evaluate non-storm water discharges or flows present in MS4. **Responsible Party:** BSB Storm Water Coordinator **Action Items & *Deliverables/Deadline:*** 1. Assess non-storm water discharges and implement local controls as necessary to minimize impacts. *BSB will evaluate the Significant Polluters./ 2022, 2023, 2024, 2025, 2026* **Resources:** • EPA MS4 Permit Information https://www.epa.gov/npdes/stormwater-discharges-municipal-sources#overview MDEQ MS4 Water Permitting and Operator Assistance | Montana DEQ (mt.gov) **Due Dates:** December 31, 2022; December 31, 2023; December 31, 2024; December 31, 2025; December 31, 2026

b. Inventory storm water sewer infrastructure to track illicit discharges, contain spills, and determine high priority areas.	i. Annually review and update a map of the MS4's storm drainage system to accommodate the provisions of a comprehensive Illicit Discharge Detection and Elimination (IDDE) program and SWMP including, but not limited to, the following: • Outfall locations • Inlets • Open channels • Subsurface conduits/pipes • Dry wells (discharges to ground water directly) • Manholes • Other similar discrete conveyances • Surface waters that receive discharges from outfalls	Annually	**Measurable Goal:** Update storm water sewer infrastructure map. **Responsible Party:** BSB Storm Water Coordinator, BSB GIS Department, BSB Metro Sanitary Department **Action Items & *Deliverables/Deadline:*** 1. Inventory and update existing infrastructure map. *BSB will revise the existing map to include additional or abandoned inlets; open channels; subsurface conduits/pipes; dry wells (discharges to ground water directly); and other similar discrete conveyances. Revise and update infrastructure map to include new storm water infrastructure 2022, 2023, 2024, 2025, 2026* **Resources:** • ARM 17.30.1102(14) 17.30.1102 : DEFINITIONS - Administrative Rules of the State of Montana (mt.gov) **Due Dates:** December 31, 2022; December 31, 2023; December 31, 2024; December 31, 2025; December 31, 2026
	ii. Using inspection and screening results, storm sewer maps, and other appropriate data, list, label, or highlight determined high priority outfalls. When determining high priority outfalls, permittees must consider, at a minimum, the following: • Industrial areas • Areas with previous illicit discharges • Known illegal dumping areas • Oldest portions of storm sewer infrastructure • Areas with onsite sewage disposal systems • Areas discharging to an impaired water body The permittee must identify a minimum number of high priority outfalls not equaling zero, based on the knowledge of potential illicit discharges in their MS4. High priority outfalls shall be reviewed and updated annually. iii. Update the map annually and make available for review by the Department upon request.	Annually	**Measurable Goal:** Inspect high priority outfalls and document results**.** **Responsible Party:** BSB Storm Water Coordinator, BSB Metro Division **Action Items & *Deliverables/Deadline:*** 1. Inspect high priority outfalls. *BSB will inspect high priority outfalls annually* 2. Summarize high priority outfall screening results. *BSB will summarize high priority outfalls screening results annually* 3. Review high priority map and updated any necessary changes annually. **Resources:** • Center for Watershed Protection website Home - Center for Watershed Protection (cwp.org) • BSB Outfall Audit Ready Binder **Due Dates:** December 31, 2022; December 31, 2023; December 31, 2024; December 31, 2025; December 31, 2026

c. Develop/update an Illicit Discharge Investigation and Corrective Action Plan to consistently and effectively investigate suspected illicit discharges and connections and track subsequent compliance actions.	i. Maintain and annually update an Illicit Discharge Investigation and Corrective Action Plan. The plan should describe the processes that will be used to locate the source of an illicit discharge and refer to the permittee's Enforcement Response Plan (in Part II.A.2.d.i, below) for execution of appropriate enforcement actions. At a minimum, this plan shall include processes to: • Investigate a suspected illicit discharge within seven calendar days. Document circumstances that prevent this timeframe. • Prioritize illicit discharges suspected of being sanitary sewage and/or significantly contaminated for investigation first. • Confirmed illicit discharges must be eliminated within a timeframe of six months from the date of discovery. Where applicable, document circumstances that prevent this timeframe. • Notify Montana DEQ and appropriate agencies of illicit discharges believed to be an immediate threat to human health or the environment. • Document that a good faith effort was made to find the source of the illicit discharge and document each phase of the investigation in a case file. • Resolve and document the conclusion of all investigations. The outfall where any illicit discharge is detected shall continue to be considered high priority and should be investigated as required in this permit. If further investigation and corrective action results show the incident was isolated, with no indication of habitual illicit discharge, the outfall may be removed from the high priority list during annual review. ii. Implement the Illicit Discharge Investigation and Corrective Action Plan. When an illicit discharge is identified, the permittee must cease, or require the cessation of, the discharge within a timeframe of six months. After the illicit discharge has been eliminated, the permittee must also minimize surface contamination by removing, or requiring the removal of, surface residue or other types of pollutant sources. iii. Maintain documentation which describes investigations conducted and corrective actions taken per the Illicit Discharge Investigation and Corrective Action Plan. Submit a summary with each annual report.	Annually	**Measurable Goal:** <u>Maintain current illicit discharge investigation and corrective action plan.</u> **Responsible Party:** BSB Storm Water Coordinator, BSB Metro Division **Action Items & *Deliverables/Deadline:*** 1. Maintain illicit discharge investigation and corrective action plan. *BSB will use the Illicit Discharge Investigation and Corrective Action Plan template and/or revise the existing BSB Illicit Discharge Detection & Elimination (IDDE)/Repair & Illegal Dumping Plan.* 2. Identify outfalls with known illicit discharges as high priority. *BSB will develop/maintain a list of outfalls with known illicit discharges.* 3. The illicit discharge investigation and corrective action plan will refer to the ERP. *BSB will incorporate ERP enforcement actions into the illicit discharge investigation and corrective action plan.* 4. Submit the illicit discharge investigation and corrective action plan. *BSB will submit the illicit discharge investigation and corrective action plan.* **Resources:** • BSB Ordinance No. 2020-06 https://librarystage.municode.com/mt/butte-silver_bow_county/ordinances/code_of_ordinances?nodeId=1054005 • BSB Illicit Discharge Reports (2011, 2012, 2013) **Due Dates:** December 31, 2022; December 31, 2023; December 31, 2024; December 31, 2025; December 31, 2026
d. Through ordinance or other regulatory mechanism to the extent allowable under state or local law, effectively prohibit discharge of non-storm water into the regulated storm sewer system and implement appropriate enforcement procedures and actions.	i. Maintain, update, and implement a formal Enforcement Response Plan (ERP) for illicit discharges. At a minimum, the ERP must describe or identify the following: • Legal authority (through ordinance, formal policies, or memoranda of understanding) to eliminate and abate illicit discharges • Staff with enforcement authority • Enforcement actions available • An enforcement escalation process • A schedule utilized to quickly and consistently eliminate the source of the discharge, abate any damages, and reduce the chance of reoccurrence. To the extent allowable under local and state law, the ERP must include informal, formal, and judicial responses, such as the following: **Informal**: • Telephone Notification • Verbal/Written Notice • Meetings **Formal**: • Administrative Order	Annually	**Measurable Goal:** <u>Prohibit illicit discharges through an ordinance.</u> **Responsible Party:** BSB Storm Water Coordinator **Action Items & *Deliverables/Deadline:*** 1. Existing Ordinance No. 2020-06 addresses the prohibition of illicit discharges. *BSB has completed this May 2018 and updated December 2020 – And is still relevant Q1-2022.* **Resources:** • BSB Ordinance No. 2020-06 https://librarystage.municode.com/mt/butte-silver_bow_county/ordinances/code_of_ordinances?nodeId=1054005 • BSB ERP - https://bsbstormwater.org/management/ **Due Dates:** December 31, 2022; December 31, 2023; December 31, 2024; December 31, 2025; December 31, 2026

	• Compliance Schedule • Order to Show Cause • Monetary Penalty (administrative) • Suspended Service • Notice of Violation (NOV) **Judicial**: • Injunctive Relief • Consent Decree • Civil Penalties • Criminal Penalties ii. Permittees with legal authority must adopt an ordinance or other regulatory mechanism to prohibit illicit discharges, which shall include a provision prohibiting any occasional incidental non-storm water discharge event. Review the ordinance or regulatory mechanism once per permit cycle and update as needed. Permittees without legal authority to enact an ordinance or other regulatory mechanism to prohibit illicit discharges must develop and implement written policies and procedures to exert authority (to the extent allowable) over MS4 users, such as employees, the traveling public, contractors, etc. Review these written policies and procedures once per permit cycle and update as needed.		
	iii. Solicit assistance from neighboring MS4s, as necessary, to detect and eliminate illicit discharges that may originate within the neighboring MS4 and formalize in cooperative agreements (i.e. memoranda of understanding). Agreements shall specify investigation and enforcement responsibilities and shall be described in each permittee's ERP and Illicit Discharge Investigation and Corrective Action Plan. Formalize cooperative agreements with all neighboring MS4s, as necessary, to implement the IDDE program.	Annually	**Measurable Goal:** <u>Demonstrate cooperation with neighboring MS4s, the Montana Department of Transportation (MDT).</u> **Responsible Party:** BSB Storm Water Coordinator, Butte MDT **Action Items & *Deliverables/Deadline:*** 1. Meet with MDT. *BSB meets monthly with MDT.* 2. Develop agreements with MDT. *BSB meets monthly with MDT.* 3. Formalize agreements with MDT. *BSB meets monthly with MDT.* 4. Summarize MDT cooperative agreements. *BSB will continue to report the results of the MDT cooperative agreements. /Q4-2022* **Resources:** • BSB Ordinance No. 2020-06 https://librarystage.municode.com/mt/butte-silver_bow_county/ordinances/code_of_ordinances?nodeId=1054005 • MDT website https://www.mdt.mt.gov/ **Due Dates:** December 31, 2022; December 31, 2023; December 31, 2024; December 31, 2025; December 31, 2026
e. Inspect all outfalls during dry weather to detect illicit discharges and connections into the MS4.	i. Inspect and screen all the permittee's outfalls during dry weather using the outfall field screening protocol developed by the Center for Watershed Protection, or an equivalent process. Using the protocol, if illicit discharge potential is determined, the permittee shall use the procedures identified above for tracing and removing an illicit discharge. This process shall be completed by the end of the permit cycle.	Annually	**Measurable Goal:** <u>Conduct dry weather outfall inspections.</u> **Responsible Party:** BSB Storm Water Coordinator, BSB Metro Division **Action Items & *Deliverables/Deadline:*** 1. Determine the Standard Operating Procedure (SOP) for outfall field screening.

			BSB will follow outfall field screening SOP. 2. Choose an outfall field screening form. *BSB will use the Outfall Reconnaissance Inventory/Sample Collection Field Sheet template.* 3. Inspect outfalls. *Inspect and document 20% of the existing inventoried outfalls per calendar year. 2022, 2023, 2024, 2025, 2026* **Resources:** • Center for Watershed Protection website Home - Center for Watershed Protection (cwp.org) • BSB Outfall Audit Ready Binder **Due Dates:** December 31, 2022; December 31, 2023; December 31, 2024; December 31, 2025; December 31, 2026
	ii. Inspect and screen identified high priority outfalls (from II.A.2.b.ii, above) during dry weather a minimum of once per year and submit a summary of screening results with each annual report.	Annually	**Measurable Goal:** Inspect high priority outfalls and document results**.** **Responsible Party:** BSB Storm Water Coordinator, BSB Metro Division **Action Items & *Deliverables/Deadline:*** 1. Inspect high priority outfalls. *BSB will inspect high priority outfalls annually. 2022, 2023, 2024, 2025, 2026* 2. Summarize high priority outfall screening results with each annual report. *BSB will summarize high priority outfalls screening results. 2022, 2023, 2024, 2025, 2026* **Resources:** • Center for Watershed Protection website Home - Center for Watershed Protection (cwp.org) • BSB Outfall Audit Ready Binder **Due Dates:** December 31, 2022; December 31, 2023; December 31, 2024; December 31, 2025; December 31, 2026

4.	CONSTRUCTION SITE STORM WATER MANAGEMENT • Develop, implement, and enforce a program to reduce pollutants in any storm water runoff to the MS4 from construction activities that result in a land disturbance of greater than or equal to one acre, including activities that are part of a larger common plan of development or sale that would disturb one acre or more. • Develop and implement, at a minimum, the following: o An ordinance or other regulatory mechanism to require erosion and sediment controls, as well as sanctions to ensure compliance, to the extent allowable under state and local law; o Requirements for site operators to implement appropriate erosion and sediment control BMPs, and to control waste; o Procedures for site plan reviews that incorporate consideration of potential water quality impacts; o Procedures for receipt and consideration of information submitted by the public; and o Procedures for site inspection and enforcement control measures.

Minimum Measure	Required BMP	Permit Year	Measurable Goal, Responsible Party, Action Items & Deliverables, Resources, and Due Date
a. Require that all regulated construction projects within the Small MS4 submit a construction storm water management plan (site plan) prior to construction. The plan shall be consistent with state and local requirements and incorporate consideration of potential water quality impacts including storm water pollution prevention through appropriate erosion, sediment, and waste control BMPs. A storm water pollution prevention plan (SWPPP) developed pursuant to the MPDES General Permit, MTR100000 for Storm Water Discharges Associated with Construction Activity (MPDES Storm Water Construction GP), may substitute for this site plan.	i. **Traditional MS4s:** Update and implement a construction storm water management plan review checklist that documents, at a minimum, the requirements described in the Technology-Based Effluent Limitations of the most current MPDES Storm Water Construction GP for all regulated construction projects. The checklist shall be used to ensure consistent review of submitted plans and to determine and document compliance with state and local requirements.	Annually	**Measurable Goal:** Update construction storm water management plan review checklist. **Responsible Party:** BSB Storm Water Coordinator **Action Items & *Deliverables/Deadline:*** 1. Ordinance No. 2020-06 addresses the requirement for construction storm water management plan review checklist. *BSB is currently using a checklist (BSB Municipal Storm Water Engineering Standards Checklist Dec. 2020).* 2. Review existing BSB Municipal Storm Water Engineering Standards Checklist and Construction Stormwater Management Plan Review Checklist template. *BSB will review checklists and revise as needed.* **Due Dates:** December 31, 2022; December 31, 2023; December 31, 2024; December 31, 2025; December 31, 2026
b. Ensure that all construction storm water management controls are installed, operated, and maintained to function as designed.	i. **Traditional MS4s:** Update and implement a site inspection form or checklist to complete consistent and thorough regulated project inspections for all regulated construction projects. The checklist shall include, at a minimum, the requirements described in the Technology-Based Effluent Limitations of the most current MPDES Storm Water Construction GP.	Annually	**Measurable Goal:** Update and implement site inspection checklist. **Responsible Party:** BSB Storm Water Coordinator **Action Items & *Deliverables/Deadline:*** 1. Use Construction Site Visit Inspection Form template, which includes Non-Numeric Technology-Based Effluent Limits: – Erosion and Sediment Controls, – Soil Stabilization, – Dewatering, – Pollution Prevention Measures, – Prohibited Discharges, and – Surface Outlets. *BSB is current using forms located in the Dec. 2020 Engineering Standards and will revise as needed.* **Due Dates:** December 31, 2022; December 31, 2023; December 31, 2024; December 31, 2025; December 31, 2026
	ii. Maintain a regulated project inventory to include, at minimum, the following: • If the project is covered under the most current MPDES Storm Water Construction GP and if so, the associated authorization number • The location, size, and topography of the site • The proximity of the site to waterbodies for each project	Annually	**Measurable Goal:** Maintain a regulated project inventory. **Responsible Party:** BSB Storm Water Coordinator **Action Items & *Deliverables/Deadline:***

	iii. Utilize a protocol to determine the priority and minimum routine inspection frequency of construction storm water management controls. Priority is to be determined using, at a minimum, the following criteria: • Project size • Proximity to a water body • Steepness of the project site slopes • Discharge to waterbodies impaired for pollutants expected from construction projects • Past record of non-compliance by the operator of the construction site The protocol shall establish the following minimum routine inspection frequency for all determined high priority projects: • Once at commencement of construction after BMPs have been implemented • Once within 48 hours after each rain event of 0.25 inches or greater • Once within 48 hours after each occurrence of runoff from snowmelt due to thawing conditions that cause visible surface erosion at the site • Once at the conclusion of the project prior to finalization (i.e. release of bond, issuance of certificate of occupancy, etc.) In addition, the protocol shall include recidivism reduction and corrective measures at non-compliant sites, such as processes for: • Additional on-site visits; • Increased inspection frequency; • Written notice of violations; • Stop work orders; and • Advancement to enforcement via the ERP process, as discussed below in II.A.3.c.iii. iv. The permittee must annually identify and inspect a minimum number of projects not equaling zero. Conduct and document inspections using the inspection form and determined routine inspection frequency protocol. If a routine inspection identifies non-compliance, or a failure to implement appropriate control measures that cannot be corrected at the time of initial inspection, the permittee must verify and confirm issues have been corrected within 14 days of documentation of non-compliance. If the illicit discharge has not ceased after 14 days, or control measures are still inadequate, the permittee must advance the non-compliant site through the established ERP process (II.A.3.c.iii).		1. Develop and maintain a regulated project inventory. *BSB will use the MS4 Construction Application Log* 2. Develop an inspection frequency determination protocol. *BSB will use Construction Site Stormwater Inspection Frequency Determination Protocol from.* 3. Existing checklist addresses specific criteria (i.e., project size, etc.). *BSB will use the MS4 Construction Application Log* 4. Revise existing "MS4 BSB Written Procedures for Construction Storm Water Plans" to address all requirements: – Once at commencement of construction after BMPs have been implemented; – Once within 48-hours after a rain event of 0.25 inches or greater; – At the conclusion of the project prior to finalization; – Recidivism reduction measures such as incentives; – Disincentives; or – Increased inspection frequency at non-compliant operator's sites. *BSB will review and update MS4 BSB Written Procedures for Construction Storm Water Plans as needed.* 5. Identify and inspect a minimum number of construction projects not equal to zero annually. – Conduct and document inspections using the MS4 Construction Application Log and construction project inspection form; – Determine if routine inspection identifies non-compliance, or a failure to implement appropriate control measures that cannot be corrected at the time of initial inspection; – Allow 14 days for permittee to verify and confirm issues have been corrected within 14 days of documentation of non-compliance; – If the illicit discharge has not ceased or control measures are still inadequate, the permittee must advance the non-compliant site through the established ERP process. *BSB will provide inspection records in the annual report.* **Due Dates:** December 31, 2022; December 31, 2023; December 31, 2024; December 31, 2025; December 31, 2026
c. Through ordinance or other regulatory mechanism to the extent allowable under state and local law, effectively require controls of construction-related pollutants (such as sediment and erosion) on regulated construction projects and implement appropriate enforcement procedures/actions.	i. **Traditional MS4s:** Adopt and implement an ordinance or other mechanism to require construction storm water controls on private and permittee-owned regulated projects. At a minimum, the regulatory mechanism must: • Require the construction storm water management minimum standards (described as Technology-Based Effluent Limitations in the most current MPDES Storm Water Construction GP) to be implemented on all regulated construction projects.	Annually	**Measurable Goal:** <u>Require, through Ordinance, erosion and sediment controls for post-construction projects.</u> **Responsible Party:** BSB Storm Water Coordinator **Action Items & *Deliverables/Deadline:*** 1. Existing Ordinance No. 2020-06 addresses the requirement for post-construction storm water controls on private and permittee-owned regulated projects.

	• Provide the permittee the authority to inspect privately-owned construction storm water management controls.		*BSB will review and update Ordinance to include performance standards as needed.* 2. Continue to require Operation and Maintenance Agreement for post-construction storm water controls. **Resources:** • BSB Ordinance No. 2020-06 https://librarystage.municode.com/mt/butte-silver_bow_county/ordinances/code_of_ordinances?nodeId=1054005 • BSB Municipal Storm Water Engineering Standards - https://bsbstormwater.org/permit/ **Due Dates:** December 31, 2022; December 31, 2023; December 31, 2024; December 31, 2025; December 31, 2026
	ii. The Enforcement Response Plan (ERP) developed in II.A.2.d.i. shall be implemented and maintained to ensure compliance with construction storm water management regulatory mechanisms on regulated projects including private property. The ERP must include informal, formal, and judicial responses (as listed in II.A.2.d.i.). Additionally, the ERP shall include sanctions and enforcement mechanisms to achieve compliance and must describe or identify, at a minimum, the following: • How the permittee will eliminate and abate illegal construction discharges • Staff with enforcement authority • Enforcement actions available • Enforcement escalation processes including a schedule to quickly and consistently eliminate the source of the discharge • How the permittee will facilitate abatement of the damages and reduce the chance of reoccurrence In addition, the ERP must also include non-monetary construction project-specific penalties such as stop work orders, bonding requirements, and/or permit denials for non-compliance. Review the written ERP once per permit cycle and document updates in the SWMP, as needed.	Annually	**Measurable Goal:** Maintain Emergency Response Plan (ERP). **Responsible Party:** BSB Storm Water Coordinator **Action Items & *Deliverables/Deadline:*** 1. Maintain an ERP for post-construction storm water management controls on regulated projects and private property. *BSB will meet all ERP requirements*. 2. ERP must include informal, formal, and judicial responses. *BSB will meet all ERP requirements*. 3. ERP must address legal authority, staff with enforcement authority, enforcement actions, enforcement escalation, and responsiveness. *BSB will meet all ERP requirements*. **Resources:** • BSB Ordinance No. 2020-06 https://librarystage.municode.com/mt/butte-silver_bow_county/ordinances/code_of_ordinances?nodeId=1054005 • BSB ERP - https://bsbstormwater.org/management/ **Due Dates:** December 31, 2022; December 31, 2023; December 31, 2024; December 31, 2025; December 31, 2026

5.	POST-CONSTRUCTION SITE STORM WATER MANAGEMENT • Develop, implement, and enforce a program to address storm water runoff from new development and redevelopment projects that disturb greater than or equal to one acre, including projects less than one acre that are part of a larger common plan of development or sale. Ensure that controls are in place to prevent or minimize water quality impacts. • Develop and implement strategies that include a combination of structural and non-structural BMPs appropriate for the community. • Develop and implement an ordinance or other regulatory mechanism to address post-construction runoff from new development and redevelopment projects to the extent allowable under state or local law. • Ensure adequate long-term operation and maintenance of post-construction BMPs.

Minimum Measure	Required BMP	Permit Year	Measurable Goal, Responsible Party, Action Items & Deliverables, Resources, and Due Date
a. Require that all regulated development projects submit a site plan consistent with state and local post-construction requirements, which incorporates consideration of potential water quality impacts including appropriate post-construction storm water management controls.	i. **Traditional MS4s:** Update and implement a plan review checklist to ensure consistent review of submitted plans and to determine and document compliance with state and local post-construction requirements.	Annually	**Measurable Goal:** Update and implement a plan review checklist to comply with state and local post-construction requirements. **Responsible Party:** BSB Storm Water Coordinator **Action Items & *Deliverables/Deadline:*** 1. Review existing BSB Municipal Storm Water Engineering Standards & Checklist to ensure compliance. *BSB will review and revise existing plan review checklist.* **Resources:** • BSB Municipal Storm Water Engineering Standards http://www.co.silverbow.mt.us/DocumentCenter/Home/View/88 • BSB Municipal Storm Water Engineering Standards Checklist http://www.co.silverbow.mt.us/DocumentCenter/Home/View/86 **Due Dates:** December 31, 2022; December 31, 2023; December 31, 2024; December 31, 2025; December 31, 2026

	ii. Require that all regulated projects implement post-construction storm water management controls that are designed to infiltrate, evapotranspire, and/or capture for reuse the post-construction runoff generated from the first 0.5 inches of rainfall from a 24-hour storm preceded by 48 hours of no measurable precipitation (runoff reduction requirement). For projects that cannot meet 100% of the runoff reduction requirement, the remainder of the runoff from the first 0.5 inches of rainfall must be either:
	• Treated onsite using post-construction storm water management controls expected to remove 80 percent total suspended solids (TSS);
	• Managed offsite within the same sub-watershed using post-construction storm water management controls that are designed to infiltrate, evapotranspire, and/or capture for reuse; or
	• Treated offsite within the same sub-watershed using post-construction storm water management controls expected to remove 80 percent total suspended solids (TSS)
	Permittees allowing offsite treatment shall do the following:
	• Develop and apply criteria for determining the circumstances under which offsite treatment may be allowed. The criteria must be based on multiple factors, including but not limited to technical or logistic infeasibility, such as:
	  • Lack of available space
	  • High groundwater
	  • Groundwater contamination
	  • Poorly infiltrating soils
	  • Shallow bedrock
		Annually	**Measurable Goal:** Maintain BSB Municipal Stormwater Engineering Standards.
			
			Responsible Party: BSB Storm Water Coordinator
			
			Action Items & *Deliverables/Deadline:*
			1. BSB Municipal Stormwater Engineering Standards updated in 2020 and reflect current permit requirements.
			
			Resources:
			• BSB Municipal Storm Water Engineering Standards http://www.co.silverbow.mt.us/DocumentCenter/View/88
			• BSB Municipal Storm Water Engineering Standards Checklist http://www.co.silverbow.mt.us/DocumentCenter/Home/View/86
			
			Due Dates: December 31, 2022; December 31, 2023; December 31, 2024; December 31, 2025; December 31, 2026

	• Prohibitive costs • A land use that is inconsistent with capture and reuse or infiltration of storm water Determinations may not be based solely on the difficulty and/or cost of implementation. The permittee must develop a formal review and approval process for determining projects eligible for offsite treatment. The offsite treatment option is to be used only after available onsite options have been evaluated and documented through the permittee's developed formal review and approval process. • Maintain an inventory of regulated projects which utilize offsite treatment for post-construction storm water runoff. The inventory must include the following information for each approved project: • Geographic location of the project • Location of offsite treatment • Documentation of the rationale for approval of offsite treatment		
b. Ensure that all post-construction storm water management controls are installed, operated, and maintained to function as designed.	i. **Traditional MS4s:** Update and implement an inspection form or checklist to ensure consistent and thorough inspections of post-construction storm water management controls.	Annually	**Measurable Goal:** Maintain an inspection checklist for post-construction storm water management controls. **Responsible Party:** BSB Storm Water Coordinator **Action Items & *Deliverables/Deadline:*** 1. Develop an inspection checklist for post-construction storm water management controls. *BSB will continue to use existing BSB Storm Water Management/BMP Maintenance Agreement and Post-Construction Stormwater Management Control Inspection Form and use an inspection checklist.* *BSB will continue to use existing Inspection Checklists and protocol for Superfund Storm Water Structures within the Butte Priority Soils Operable Unit (BPSOU) as required under remedy. /2022-2026* **Resources:** • BSB Municipal Storm Water Engineering Standards http://www.co.silverbow.mt.us/DocumentCenter/View/88 • Interim Operation and Maintenance Plan for the BSB Superfund Storm Water System within the BPSOU. **Due Dates:** December 31, 2022; December 31, 2023; December 31, 2024; December 31, 2025; December 31, 2026
	ii. Maintain an inventory (including at a minimum, a description and location) of all new permittee-owned and private post-construction storm water management controls installed since the effective date of this permit.	Annually	**Measurable Goal:** Develop and maintain an inventory of **new** permittee-owned and private post-construction storm water management controls. **Responsible Party:** BSB Storm Water Coordinator **Action Items & *Deliverables/Deadline:*** 1. Develop an inventory of **new non-Superfund** permittee-owned and private post-construction storm water management controls. *BSB will document and update inventory **new** controls.* *BSB will continue to update and maintain inventory of **new** Superfund Storm Water Structures installed within the Butte Priority Soils Operable Unit (BPSOU) as required under remedy.* **Resources:**

			• Interim Operation and Maintenance Plan for the BSB Superfund Storm Water System within the BPSOU. **Due Dates:** December 31, 2022; December 31, 2023; December 31, 2024; December 31, 2025; December 31, 2026
	iii. **Traditional MS4s:** Maintain an inventory (including at minimum, a description and location) of all existing permittee-owned and private high priority post-construction storm water management controls installed prior to the effective date of this permit.	Annually	**Measurable Goal:** Develop and maintain an inventory of **existing** permittee-owned and private post-construction storm water management controls. **Responsible Party:** BSB Storm Water Coordinator **Action Items & *Deliverables/Deadline:*** 1. Develop an inventory of **existing Non-Superfund** permittee-owned and private high priority post construction storm water management controls. *BSB will document and update inventory of existing Non-Superfund controls.* *BSB will continue to maintain and update existing inventory of Superfund Storm Water Structures installed within the Butte Priority Soils Operable Unit (BPSOU) as required under remedy. /2022-2026* **Resources:** • BSB website Home - Stormwater Management (bsbstormwater.org) • Interim Operation and Maintenance Plan for the BSB Superfund Storm Water System within the BPSOU. **Due Date:** December 31, 2022; December 31, 2023; December 31, 2024; December 31, 2025; December 31, 2026
	iv. Utilize a protocol to determine the priority and minimum routine inspection frequency of post-construction storm water management controls. Priority must be determined based on potential water quality impacts using specific criteria, which at a minimum shall include: • Operation and maintenance needs of the practices • Proximity to water body • Drainage area treated • Land use type • Location within an impaired waterbody watershed The permittee must annually identify a minimum number of projects for inspection not equaling zero.	Annually	**Measurable Goal:** Develop an inspection frequency determination protocol. **Responsible Party:** BSB Storm Water Coordinator **Action Items & *Deliverables/Deadline:*** 1. Develop an inspection frequency determination protocol. *BSB will review the Post-Construction Storm Water Management Control Inspection Frequency Determination Protocol and develop a protocol.* *BSB will continue to use inspection frequencies identified for Superfund Storm Water Structures within the Butte Priority Soils Operable Unit (BPSOU) as required under remedy.* **Resources:** • Interim Operation and Maintenance Plan for the BSB Superfund Storm Water System within the BPSOU. **Due Dates:** December 31, 2022; December 31, 2023; December 31, 2024; December 31, 2025; December 31, 2026
	v. Inspect all permittee-owned high priority post-construction storm water management controls annually and document findings and resulting compliance actions.	Annually	**Measurable Goal:** Inspect and document **permittee-owned** post-construction controls. **Responsible Party:** BSB Storm Water Coordinator **Action Items & *Deliverables/Deadline:*** 1. Inspect **BSB-owned** high priority post-construction storm water management controls (i.e., ponds, ditches, etc.) annually.

			BSB will inspect and document results. *BSB will continue to inspect Superfund Storm Water Structures within the Butte Priority Soils Operable Unit (BPSOU) as required under remedy.* **Resources:** • Interim Operation and Maintenance Plan for the BSB Superfund Storm Water System within the BPSOU. **Due Dates:** December 31, 2022; December 31, 2023; December 31, 2024; December 31, 2025; December 31, 2026
	vi. **Traditional MS4s:** Develop a program to either conduct inspections of private high priority post-construction storm water management controls, or to require self-inspection and reporting by owners. Inspect or have inspected all high priority privately-owned post-construction storm water management controls annually. Document findings and resulting compliance actions.	Annually	**Measurable Goal:** Inspect **privately-owned** controls and document. **Responsible Party:** BSB Storm Water Coordinator **Action Items & *Deliverables/Deadline:*** 1. Inspect **privately-owned** high priority post-construction storm water management controls (i.e., ponds, ditches, etc.) annually. *BSB will inspect and document results.* **Due Dates:** December 31, 2022; December 31, 2023; December 31, 2024; December 31, 2025; December 31, 2026
c. To the extent allowable under state or local law, effectively require, through ordinance, or other regulatory mechanism, post-construction storm water management controls on regulated projects and implement appropriate enforcement procedures and actions.	**Traditional MS4s:** Adopt and implement an ordinance or other regulatory mechanism to require post-construction storm water management controls on regulated projects that, at a minimum, include the performance standard described in Part II.A.4.a.ii, above. Review the ordinance or regulatory mechanism once per permit cycle and update as needed.	Annually	**Measurable Goal:** Require, through Ordinance, erosion and sediment controls for post-construction projects. **Responsible Party:** BSB Storm Water Coordinator **Action Items & *Deliverables/Deadline:*** 1. Ordinance No. 10-13 was amended in 2020 and addresses the requirement for post-construction storm water controls on private and permittee-owned regulated projects and required performance standards. *BSB updated Ordinance to include performance standards* 2. Continue to require Operation and Maintenance Agreement for post-construction storm water controls. **Resources:** • BSB Ordinance No. 2020-06 https://librarystage.municode.com/mt/butte-silver_bow_county/ordinances/code_of_ordinances?nodeId=1054005 **Due Dates:** December 31, 2022; December 31, 2023; December 31, 2024; December 31, 2025; December 31, 2026
	iv. The ERP developed in II.A.2.d.i. shall be implemented and maintained to ensure compliance with installation, operation, and maintenance requirements for post-construction storm water management controls on regulated projects including private property. The ERP must include informal, formal, and judicial responses (as listed in II.A.2.d.i.). Additionally, at a minimum, the ERP must describe or identify the following: • Legal authority to require inspection and maintenance of post-construction storm water management controls	Annually	**Measurable Goal:** Implement and maintain Emergency Response Plan (ERP). **Responsible Party:** BSB Storm Water Coordinator **Action Items & *Deliverables/Deadline:*** 1. Implement ERP. *BSB will implement ERP and document violations.*

	• Staff with enforcement authority • Enforcement actions available • An enforcement escalation processes • A schedule to be utilized to quickly and consistently enforce compliance with post-construction requirements.		**Resources:** • BSB Ordinance No. 2020-06 https://librarystage.municode.com/mt/butte-silver_bow_county/ordinances/code_of_ordinances?nodeId=1054005 **Due Dates:** December 31, 2022; December 31, 2023; December 31, 2024; December 31, 2025; December 31, 2026
d. Incorporate recommendations and requirements into plans, policies, and ordinances which allow and support the utilization of LID (low impact development) concepts and green infrastructure on public and private property.	i. Assess and document existing ordinances, policies, programs, and studies to identify whether the following LID concepts (both structural and non-structural BMPs) have been implemented to promote protection of storm water runoff quality associated with new and redevelopment projects: • Directing growth to identified areas • Protecting sensitive areas such as wetlands and riparian areas • Maintaining and/or increasing open space • Providing buffers along sensitive water bodies • Minimizing impervious surfaces • Minimizing disturbance of soils and vegetation ii. By the end of the third year of the permit cycle, develop and submit a plan outlining any needed modifications to relevant codes, ordinances, policies, and programs to implement LID/green infrastructure concepts. The plan shall include, but is not limited to, the preventative actions identified above that have not yet been implemented and proposed timelines for any needed code, ordinance, policy or programmatic updates. If modifications to codes, ordinances, policies, or programs are not needed, submit a plan/overview of any work scheduled or completed to implement LID/green infrastructure concepts, such as those listed above.	2024	**Measurable Goal:** Incorporate utilization of LID concepts on public and private property into plans, policies and ordinances. **Responsible Party:** BSB Storm Water Coordinator **Action Items & *Deliverables/Deadline:*** 1. Storm Water Management Team will discuss options for implementing and encouraging the use of LID infrastructure in the permittee's codes, ordinances and policies. *BSB will document barriers and adjustments needed for codes, ordinances and policies in order to submit a plan to modify relevant codes, ordinances, policies and programs to implement LID/green infrastructure concepts./Q3,Q4- 2024.* 2. Develop and submit LID plan. **Resources:** • EPA website https://www.epa.gov/green-infrastructure/green-infrastructure-design-and-implementation • EPA website https://www3.epa.gov/region1/npdes/stormwater/assets/pdfs/IncorporatingLID.pdf • State of Washington Department of Ecology http://www.ecy.wa.gov/programs/wq/stormwater/municipal/LID/Resources.html **Due Date:** December 31, 2024

6.	POLLUTION PREVENTION AND GOOD HOUSEKEEPING Develop and implement an operation and maintenance program that includes a training component and has the goal of preventing or reducing pollutant runoff from municipal operations. The 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.

Minimum Measure	Required BMP	Permit Year	Measurable Goal, Responsible Party, Action Items & Deliverables, Resources, and Due Date
a. Implement an operation and maintenance program to prevent or reduce pollutant runoff from permittee-owned/operated facilities and field activities.	i. Maintain a written inventory of permittee-owned/ operated facilities and activities that have the potential to contribute contaminants to the MS4. The inventory should include, at a minimum, the following: Facilities: • Maintenance and storage yards • Waste handling and disposal areas • Vehicle fleet or maintenance shops with outdoor storage areas • Salt/sand storage locations • Snow or dredge material disposal areas operated by the permittee Activities: • Park and open space maintenance • Parking lot maintenance • Building maintenance • Road maintenance/deicing • Storm water system maintenance including catch basin cleaning Organize facilities/activities into labeled categories and list the possible contaminants from each. List the local department(s) and position(s) responsible for pollution prevention of each facility/activity. Update the inventory annually.	Annually	**Measurable Goal:** Update existing BSB owned and operated facility SWPPPs to identify activities that could potentially release contaminants to the MS4. **Responsible Party:** BSB Storm Water Coordinator **Action Items & *Deliverables/Deadline***: 1. Update inventory of BSB-owned/operated facilities and ensure that SWPPPs are prepared for each facility. *BSB will update CM#6 Worksheet 1a.* 2. Update existing SWPPPs to ensure that inventory of BSB activities and pollutants are included. Review and updated SWPPPs annually. *BSB will update CM#6 Worksheet 1b.* 3. Develop summary list of BSB personnel and contact information responsible for each facility and update annually. *BSB will compile a list of BSB personnel and contact information and update annually.* **Resources:** • BSB Facility Organization Chart, SWPPPs , and SWMP **Due Dates:** December 31, 2022; December 31, 2023; December 31, 2024; December 31, 2025; December 31, 2026
	ii. For each category established, maintain written standard operating procedures (SOPs) aimed at preventing or reducing pollutant contributions from municipal operations. Each SOP must contain, at a minimum, the following: • Identified storm water pollution controls (structural and non-structural controls, and operation improvements) installed, implemented, and/or maintained to minimize the discharge of contaminants. • Inspection procedures for facilities and their structural storm water controls, which at a minimum must include: o An annual visual inspection of each applicable facility. o A verification that the written facility procedures, documentation, and site map are current. o Visual observation of locations and areas where storm water from facilities is discharged off-site, to state waters, or to a storm sewer system that drains to state waters. o Visual observation of facility conditions, including pollutant sources and control measures, to identify control measures that are inadequate or needing maintenance. All inadequate control measures shall be modified or replaced as soon as possible, but no later than six months from visual inspection. If a control measure cannot be modified or replaced within the six-month timeframe due to infeasibility (such as financial burden or time commitment of capital improvement projects), the permittee will provide a written explanation and a schedule for improvement with the following	Annually	**Measurable Goal:** Maintain SOPs for BSB owned and operated facilities and activities. **Responsible Party:** BSB Storm Water Coordinator **Action Items & *Deliverables/Deadline***: • Prepare SOPs for BSB-owned/operated facilities and activities. *BSB will maintain existing SoPs (Civic Center, Kelly Shop, BSB Parks, Open Spaces, and Turf Management, old Maintenance Center).* *BSB will maintain SOPs for Road activities.* *BSB will maintain SOPs for Storm water system maintenance.* *BSB will maintain SOPs for new Maintenance Center, Crusher.* • Annually inspect and document 2 BSB-owned/operated facilities and activities per year. *BSB will inspect and document Civic Center and Kelly Shop./* *BSB will inspect and document BSB Parks, Open Spaces, and Turf Management./* *BSB will inspect and document Road activities (maintenance, deicing, snow removal, salt/sand storage, parking lot maintenance)and storm water system maintenance (HDDs and catch basin cleaning)./* *BSB will inspect and document Maintenance Center and Crusher)./* **Resources:** • EPA website https://www.epa.gov/quality/guidance-preparing-standard-operating-procedures • BSB Facility SWPPPs and SWMP • BSB Superfund Storm Water Structure (SSWS) O&M Plan

	year's annual report. Document facility inspections and communication with relevant department personnel regarding inadequate control measures. Evaluate/update each SOP at least once over the term of this permit and submit any updates to SOPs with the annual report.		• Training for Superfund Crews **Due Dates:** December 31, 2022; December 31, 2023; December 31, 2024; December 31, 2025; December 31, 2026
	iii. Maintain a map that identifies the locations of facilities and activities identified. Update the map annually.	Annually	**Measurable Goal:** <u>Maintain a map showing BSB owned and operated facilities.</u> **Responsible Party:** BSB Storm Water Coordinator, BSB GIS Department **Action Items & *Deliverables/Deadline***: 1. Maintain map of locations of BSB-owned/operated facilities and activities. Update annually. *BSB will prepare and share map with BSB employees, department heads and public (via website). Update annually.* **Resources:** • BSB Facility SWPPPs and SWMP **Due Dates:** December 31, 2022; December 31, 2023; December 31, 2024; December 31, 2025; December 31, 2026
	iv. Conduct storm water pollution prevention training in compliance with section II.B. (below) for all permittee staff directly involved with implementing SOPs. Retain records of completed trainings and attendance.	Annually	**Measurable Goal:** <u>Develop storm water pollution prevention training associated with each SOP.</u> **Responsible Party:** BSB Storm Water Coordinator **Action Items & *Deliverables/Deadline***: • Plan and implement annual storm water pollution prevention training. *BSB will itemize pertinent storm water pollution prevention training goals during SOP maintenance.* *BSB will develop facility and pollutant specific training materials/* **Resources:** • EPA website https://www.epa.gov/quality/guidance-preparing-standard-operating-procedures • SOPs (facility) SWPPPs • BSB Training Materials (2012-present) **Due Dates:** December 31, 2022; December 31, 2023; December 31, 2024; December 31, 2025; December 31, 2026 **Measurable Goal:** <u>Conduct storm water training for BSB personnel.</u> **Responsible Party:** BSB Storm Water Coordinator **Action Items & *Deliverables/Deadline***: • Plan and document storm water pollution prevention training. *BSB will conduct training as follows:* *Civic Center, Kelly Shop, BSB Parks, Open Spaces, and Turf Management./* *BSB Road activities personnel and storm water system maintenance personnel./* *BSB Maintenance Center, Crusher personnel./* **Resources:** • SOPs (facility) SWPPPs. • BSB Training Materials (2012-present)

			Due Dates: December 31, 2022; December 31, 2023; December 31, 2024; December 31, 2025; December 31, 2026