

**AN ORDINANCE AUTHORIZING THE EXECUTION  
OF THE NATIONAL POLLUTION DISCHARGE ELIMINATION SYSTEM  
PHASE II STORM WATER NOTICE OF INTENT**

NOW, THEREFORE, BE IT ORDAINED BE THE CITY COUNCIL OF THE CITY OF  
URBANA, ILLINOIS, as follows:

Section 1. That the 1987 amendments to the federal Clean Water Act require the United States Environmental Protection Agency (U.S. EPA) address storm water runoff in two Phases. Phase II of the National Pollution Discharge Elimination Systems (NPDES) which begins March 10, 2003 is applicable to the City of Urbana. The Illinois Environmental Protection Agency (IEPA) administers the implementation of the Phase II Storm Water Program in the State of Illinois. Storm water discharges from the City of Urbana are regulated under the provisions of IEPA General NPDES Permit No. ILR40. NPDES Permit No. ILR40 requires the filing of a Notice of Intent (NOI) prior to March 10, 2003.

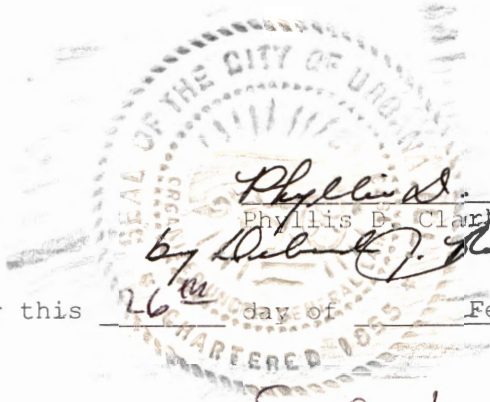
Section 2. That the Mayor of the City of Urbana, Illinois, be and the same is hereby authorized to execute and deliver and the City Clerk of the City of Urbana, Illinois, be and the same is authorized to attest to said NOI for and on behalf of the City of Urbana, Illinois, and that the Director of Public Works of the City of Urbana, Illinois, be and the same is hereby authorized to be the representative of the City of Urbana to submit all reports required by General NPDES Permit No. ILR40 or requested by IEPA.

PASSED by the City Council this 17th day of February,  
2003 .

AYES: Chynoweth, Hayes, Huth, Otto, Patt, Wyman

NAYS:

ABSTAINS:



Phyllis D. Clark  
Phyllis D. Clark, city Clerk  
by Robert J. Roberts Deputy Clerk

APPROVED by the Mayor this 26<sup>th</sup> day of February,  
2003 .

Tod Gatterthwaite  
Tod Gatterthwaite, Mayor



	<b>Sewer Crew Supervisor</b>		<b>C.3.1</b>
	<b>Plumbing Inspector</b>		<b>C.10.1</b>
	<b>Building Inspector</b>		<b>D.3.1</b>
	<b>Assistant to Public Works Director</b>		<b>D.5.1</b>
	<b>Fire Chief</b>		<b>F.1.3, F.6.3</b>
	<b>Fleet Manager</b>		<b>F.4.2</b>
	<b>City Arborist</b>		<b>F.4.3</b>



## Part II. Best Management Practices (include shared responsibilities) Proposed to be Implemented in the MS4 Area

*(Details of BMP implementation for each checked BMP number, e.g., A.1, E.2, is required in Part IV of this NOI.)*

### A. Public Education and Outreach

- A.1 Distributed Paper Material
- A.2 Speaking Engagement
- A.3 Public Service Announcement
- A.4 Community Event
- A.5 Classroom Education Material
- A.6 Other Public Education

### B. Public Participation/Involvement

- B.1 Public Panel
- B.2 Educational Volunteer
- B.3 Stakeholder Meeting
- B.4 Public Hearing
- B.5 Volunteer Monitoring
- B.6 Program Coordination
- B.7 Other Public Involvement

### C. Illicit Discharge Detection and Elimination

- C.1 Storm Sewer Map Preparation
- C.2 Regulatory Control Program
- C.3 Detection/Elimination Prioritization Plan
- C.4 Illicit Discharge Tracing Procedures
- C.5 Illicit Source Removal Procedures
- C.6 Program Evaluation and Assessment
- C.7 Visual Dry Weather Screening
- C.8 Pollutant Field Testing
- C.9 Public Notification
- C.10 Other Illicit Discharge Controls

### D. Construction Site Runoff Control

- D.1 Regulatory Control Program
- D.2 Erosion and Sediment Control BMPs
- D.3 Other Waste Control Program
- D.4 Site Plan Review Procedures
- D.5 Public Information Handling Procedures
- D.6 Site Inspection/Enforcement Procedures
- D.7 Other Construction Site Runoff Controls

### E. Post-Construction Runoff Control

- E.1 Community Control Strategy
- E.2 Regulatory Control Program
- E.3 Long Term O&M Procedures
- E.4 Pre-Const Review of BMP Designs
- E.5 Site Inspections During Construction
- E.6 Post-Construction Inspections
- E.7 Other Post-Const Runoff Controls

### F. Pollution Prevention/Good Housekeeping

- F.1 Employee Training Program
- F.2 Inspection and Maintenance Program
- F.3 Muni Operations Storm Water Control
- F.4 Municipal Operations Waste Disposal
- F.5 Flood Management/Assess Guidelines
- F.6 Other Municipal Operations Controls

### Part III. Qualifying Local Programs

Attach additional sheets (Attachment 2) as necessary:

*(Describe any qualifying local programs that you will implement in lieu of new permitting requirements.)*

**1. Public Education and Outreach:**

\_\_\_\_\_

**2. Public Participation/Involvement:**

\_\_\_\_\_

**3. Illicit Discharge Detection and Elimination:**

\_\_\_\_\_

**4. Construction Site Runoff Control:**

\_\_\_\_\_

**5. Post-Construction Runoff Control:**

\_\_\_\_\_

**6. Pollution Prevention/Good Housekeeping:**

\_\_\_\_\_

**Note: Intentionally left blank.**

**Part IV. Measurable Goals (include shared responsibilities) Proposed to be Implemented by the MS4**

*Attach additional sheets (Attachment 3) as necessary*

*(BMP No. should match that checked in Part II of this NOI. The applicant may repeat the same BMP No. where more than one BMP of similar type is to be implemented. Where necessary, attach additional sheets to provide more detail on each specific BMP.)*

**BMP No. A.1.1**

**Brief Description of BMP: Create storm water quality website highlighting Phase 2 regulations and describing permit process and BMPs.**

**Measurable Goal(s), including frequencies: Develop website. Include links from website to existing EPA NPDES Phase 2 website. Create links on other City Websites to direct users to Water Quality website. Maintain and update annually.**

**Milestones:** Year 1: Develop website, including links to and from website.  
Year 2: Update website.  
Year 3: Update website.  
Year 4: Update website.  
Year 5: Update website.

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**BMP No. A.1.2**

**Brief Description of BMP: Review existing written materials which discuss recycling options.**

**Measurable Goal(s), including frequencies: Prepare printed materials. Develop a method to distribute the materials, and a distribution schedule. Distribute the material at community functions.**

**Milestones:** Year 1: \_\_\_\_\_  
Year 2: Prepare printed materials and determine how to distribute materials.  
Year 3: Distribute materials biannually.  
Year 4: Distribute materials biannually.  
Year 5: Distribute materials biannually.

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**BMP No. A.1.3**

**Brief Description of BMP: Information Booth at Sweet Corn Festival.**

**Measurable Goal(s), including frequencies: Gather and develop materials and design an information booth. Staff the booth and distribute information annually.**

**Milestones:** Year 1: \_\_\_\_\_  
Year 2: Gather and develop materials, design information booth.  
Year 3: Booth at Festival.  
Year 4: Booth at Festival.  
Year 5: Booth at Festival.

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**Part V. Certification**

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

**Authorized Representative Name and Title**

**Signature**

**Date**

Mr. Tod Satterthwaite, Mayor  
Ms. Phyllis D. Clark, City Clerk

*Tod Satterthwaite*

2/24/03

*Phyllis D. Clark*

Mail completed form to:

**ILLINOIS ENVIRONMENTAL PROTECTION AGENCY  
DIVISION OF WATER POLLUTION CONTROL  
ATTN: PERMIT SECTION  
POST OFFICE BOX 19276  
SPRINGFIELD, ILLINOIS 62794-9276**



*Copy and complete this page if additional pages are necessary:*

**Attachment 2  
Not Applicable**

Attachment 3

**Part IV. (Continued) Measurable Goals (include shared responsibilities) Proposed to be Implemented by the MS4**

**BMP No. A.2.1**

**Brief Description of BMP: Talk one-on-one to residents about storm water quality at the Sweet Corn Festival.**

**Measurable Goal(s), including frequencies: Develop talking points for discussion with residents. Conduct one-on-one talks per day during the Sweet Corn Festival.**

- Milestones:** Year 1: \_\_\_\_\_  
Year 2: Develop talking points for discussion with residents.  
Year 3: One-on-one talks with residents during the Sweet Corn Festival.  
Year 4: One -on-one talks with residents during the Sweet Corn Festival.  
Year 5: One -on-one talks with residents during the Sweet Corn Festival.
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**BMP No. A.2.2**

**Brief Description of BMP: Be available for speaking engagements to business groups, service clubs, developers, engineers/architects, contractors, and neighborhood groups about Phase 2.**

**Measurable Goal(s), including frequencies: Speak at group engagements when requested.**

- Milestones:** Year 1: \_\_\_\_\_  
Year 2: Be available to speak at group engagements when requested.  
Year 3: Be available to speak at group engagements when requested.  
Year 4: Be available to speak at group engagements when requested.  
Year 5: Be available to speak at group engagements when requested.
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**BMP No. A.3.1**

**Brief Description of BMP: Broadcast Public Service Announcement describing Phase 2 regulations and Urbana's efforts to comply on Public Access TV.**

**Measurable Goal(s), including frequencies: Prepare and broadcast one PSA annually.**

- Milestones:** Year 1: \_\_\_\_\_  
Year 2: \_\_\_\_\_  
Year 3: Prepare and broadcast one PSA.  
Year 4: Prepare and broadcast one PSA.  
Year 5: Prepare and broadcast one PSA.
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**BMP No. A.4.1**

**Brief Description of BMP: Hazardous material drop-off day for recycling hazardous household waste.**

**Measurable Goal(s), including frequencies: Apply for funding when grant rounds are announced by the IEPA and if successful conduct drop-off days.**

**Milestones:** Year 1: Apply for funding if grant is announced and if successful conduct drop-off days.  
Year 2: Apply for funding if grant is announced and if successful conduct drop-off days.  
Year 3: Apply for funding if grant is announced and if successful conduct drop-off days.  
Year 4: Apply for funding if grant is announced and if successful conduct drop-off days.  
Year 5: Apply for funding if grant is announced and if successful conduct drop-off days.

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**BMP No. A.5.1**

**Brief Description of BMP: Make offer to schools for tour/demonstrations of facilities and equipment to provide students an opportunity to become familiar with Urbana's efforts to clean up storm water runoff.**

**Measurable Goal(s), including frequencies: Develop program. Notify program to schools. Schedule and conduct tours.**

**Milestones:** Year 1: \_\_\_\_\_  
Year 2: \_\_\_\_\_  
Year 3: \_\_\_\_\_  
Year 4: Develop program.  
Year 5: Conduct scheduled tours.

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**BMP No. A.6.1**

**Brief Description of BMP: Improve communications between Urbana Staff and residents adjacent to projects to keep residents informed on project progress. Publicize and staff a phone line for residents to report sewer problems, and follow-up with resident reports.**

**Measurable Goal(s), including frequencies: Contact all residents adjacent to projects at beginning and end of projects, and at start of major milestones during projects. Publicize and staff phone line for residents to report sewer problems. Follow-up a minimum of once after sewer problems have been reported. BMP will be implemented on an as-needed basis (i.e., as needed for each project or problem.)**

**Milestones:** Year 1: Successful residential communications during projects. Successful recording and follow-up of residential sewer complaints.  
Year 2: Repeat Year 1 Milestones.  
Year 3: Repeat Year 1 Milestones.  
Year 4: Repeat Year 1 Milestones.  
Year 5: Repeat Year 1 Milestones.

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**BMP No. B.2.1**

**Brief Description of BMP: Invite Prairie Rivers Network and Illinois Students Environmental Network to participate in development of an environmental program.**

**Measurable Goal(s), including frequencies: Contact groups regarding development of programs.**

- Milestones:** Year 1: \_\_\_\_\_  
Year 2: Conduct environmental program.  
Year 3: Conduct environmental program.  
Year 4: Conduct environmental program.  
Year 5: Conduct environmental program.
- 

**BMP No. B.6.1**

**Brief Description of BMP: On-going committee meetings of the Cooperating MS4s (City of Urbana, City of Champaign, Village of Savoy, Champaign County, University of Illinois, and Village of Rantoul) to discuss NPDES Phase II requirements.**

**Measurable Goal(s), including frequencies: Hold quarterly meetings.**

- Milestones:** Year 1: 4 committee meetings held.  
Year 2: 4 committee meetings held.  
Year 3: 4 committee meetings held.  
Year 4: 4 committee meetings held.  
Year 5: 4 committee meetings held.
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**BMP No. C.1.1**

**Brief Description of BMP: Complete storm sewer system map and update annually.**

**Measurable Goal(s), including frequencies: Complete storm sewer system map with all sewers, outfalls, drainage areas, land uses, etc., shown and labeled. Review and update map annually.**

- Milestones:** Year 1: \_\_\_\_\_  
Year 2: Review existing storm sewer map.  
Year 3: Update storm sewer map.  
Year 4: Update storm sewer map.  
Year 5: Update storm sewer map.
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**BMP No. C.2.1**

**Brief Description of BMP: Prohibit non-storm water discharges into storm sewer system. (See BMP No. C.2.3 for enforcement.)**

**Measurable Goal(s), including frequencies: Review and update illicit discharge ordinance.**

- Milestones:** Year 1: \_\_\_\_\_  
Year 2: \_\_\_\_\_  
Year 3: Illicit discharge ordinance updated.  
Year 4: \_\_\_\_\_  
Year 5: \_\_\_\_\_
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**BMP No. C.2.2**

**Brief Description of BMP: Prohibit illegal dumping within City limits. (See BMP No. C.2.3 for enforcement.)**

**Measurable Goal(s), including frequencies: Review and update illegal dumping ordinance.**

**Milestones:** Year 1: \_\_\_\_\_  
Year 2: \_\_\_\_\_  
Year 3: Illegal dumping ordinance updated and effective.  
Year 4: \_\_\_\_\_  
Year 5: \_\_\_\_\_

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**BMP No. C.2.3**

**Brief Description of BMP: Enforce illicit and illegal discharge and illegal dumping ordinances.**

**Measurable Goal(s), including frequencies: Review and update current enforcement procedures.**

**Milestones:** Year 1: \_\_\_\_\_  
Year 2: \_\_\_\_\_  
Year 3: Updated enforcement procedures in place.  
Year 4: \_\_\_\_\_  
Year 5: \_\_\_\_\_

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**BMP No. C.3.1**

**Brief Description of BMP: Investigate public reports of illicit discharges.**

**Measurable Goal(s), including frequencies: Continue staffing phone line for residents to call and report complaints. Develop plan for responding to and investigating all reports. Respond and investigate each report per plan.**

**Milestones:** Year 1: Continue existing hotline. Plan for responding to and investigating reports complete.  
Year 2: Continue hotline. Plan implemented.  
Year 3: Continue hotline. Plan implemented.  
Year 4: Continue hotline. Plan implemented.  
Year 5: Continue hotline. Plan implemented.

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**BMP No. C.3.2**

**Brief Description of BMP: Investigate areas with a pattern of illicit discharges and enforce ordinances.**

**Measurable Goal(s), including frequencies: Develop plan to investigate areas with a pattern of illicit discharges on an as-needed basis, per plan in C.3.1. Levy penalties on an as-needed basis.**

**Milestones:** Year 1: Plan developed.  
Year 2: Plan implemented.  
Year 3: Plan implemented.  
Year 4: Plan implemented.  
Year 5: Plan implemented.

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**BMP No. C.5.1**

**Brief Description of BMP: Remove illicit connections from City owned storm and sanitary sewers.**

**Measurable Goal(s), including frequencies: Disconnect illegal connections from City owned storm sewers, on an as-needed basis.**

- Milestones:** Year 1: \_\_\_\_\_  
Year 2: Connections removed on as-needed basis.  
Year 3: Connections removed on as-needed basis.  
Year 4: Connections removed on as-needed basis.  
Year 5: Connections removed on as-needed basis.
- 

**BMP No. C.5.2**

**Brief Description of BMP: Remove illegal connections from privately owned storm and sanitary sewers.**

**Measurable Goal(s), including frequencies: Notify each resident to remove their connection and follow-up to ensure compliance, on an as-needed basis.**

- Milestones:** Year 1: \_\_\_\_\_  
Year 2: \_\_\_\_\_  
Year 3: Notify residents and follow-up on an as-needed basis.  
Year 4: Notify residents and follow-up on an as-needed basis.  
Year 5: Notify residents and follow-up on an as-needed basis.
- 

**BMP No. C.6.1**

**Brief Description of BMP: Internal Phase 2 committee to meet and review NPDES Phase 2 illicit discharge program, and implement changes if needed.**

**Measurable Goal(s), including frequencies: Meet annually to review program, and recommend and implement changes if necessary.**

- Milestones:** Year 1: Develop internal committee.  
Year 2: Annual meeting conducted.  
Year 3: Annual meeting conducted.  
Year 4: Annual meeting conducted.  
Year 5: Annual meeting conducted.
- 

**BMP No. C.6.2**

**Brief Description of BMP: Annual report to the Urbana Sanitary District documenting all sanitary sewer activity and Phase 2 activities .**

**Measurable Goal(s), including frequencies: Submit annual reports to Urbana Sanitary District.**

- Milestones:** Year 1: Annual reports submitted to District.  
Year 2: Annual reports submitted to District.  
Year 3: Annual reports submitted to District.  
Year 4: Annual reports submitted to District.  
Year 5: Annual reports submitted to District.
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**BMP No. C.7.1**

**Brief Description of BMP: Visual inspection of outfalls during dry weather. If needed, perform water quality sampling on suspicious discharges at outfalls.**

**Measurable Goal(s), including frequencies: Inspect storm outfalls once per year during dry weather periods. Perform water quality sampling on suspicious discharges on as-needed basis.**

- Milestones:** Year 1: \_\_\_\_\_  
Year 2: \_\_\_\_\_  
Year 3: Visually inspect storm outfalls discharging to state waterways.  
Year 4: Visually inspect storm outfalls discharging to state waterways.  
Year 5: Visually inspect storm outfalls discharging to state waterways.
- 

**BMP No. C.9.1**

**Brief Description of BMP: Develop, publicize, and staff a hotline for residents to report illegal discharges.**

**Measurable Goal(s), including frequencies: Daily staffing of existing hotline.**

- Milestones:** Year 1: \_\_\_\_\_  
Year 2: Hotline created, publicized, and staffed.  
Year 3: Continued staffing of hotline.  
Year 4: Continued staffing of hotline.  
Year 5: Continued staffing of hotline.
- 

**BMP No. C.10.1**

**Brief Description of BMP: Inspect each new development to inspect for illegal connections.**

**Measurable Goal(s), including frequencies: Inspect each development. Number of inspections dependant on number of developments.**

- Milestones:** Year 1: Inspect each development.  
Year 2: Inspect each development.  
Year 3: Inspect each development.  
Year 4: Inspect each development.  
Year 5: Inspect each development.
- 

**BMP No. D.1.1**

**Brief Description of BMP: Review and update existing erosion/sediment control ordinance applicable to new developments, focusing on development of new erosion/sediment control BMP practices and establish sanctions for non-compliance.**

**Measurable Goal(s), including frequencies: Update ordinance to include new erosion/sediment control BMP practices, and to include sanctions for non-compliance.**

- Milestones:** Year 1: Review complete, new ordinance language written.  
Year 2: Updated ordinance effective.  
Year 3: \_\_\_\_\_  
Year 4: \_\_\_\_\_  
Year 5: \_\_\_\_\_
-



**BMP No. D.2.1**

**Brief Description of BMP: Develop erosion/sediment control BMP Standard of Practice Manual.**

**Measurable Goal(s), including frequencies: Review existing erosion/sediment control BMPs developed by others. Determine which BMPs are practical for inclusion in BMP Standard of Practice Manual. Create and distribute BMP Standard of Practice Manual.**

- Milestones:**
- Year 1: Review BMPs developed by others. Determine appropriate BMPs for Urbana.**
  - Year 2: Review BMPs developed by others. Determine appropriate BMPs for Urbana.**
  - Year 3: Review BMPs developed by others. Determine appropriate BMPs for Urbana.**
  - Year 4: Develop BMP Standard of Practice Manual.**
  - Year 5: Publish and distribute BMP Standard of Practice Manual.**
- 

**BMP No. D.3.1**

**Brief Description of BMP: Review and update existing construction site waste ordinance to meet NPDES Phase 2 requirements.**

**Measurable Goal(s), including frequencies: Review ordinance and update if required.**

- Milestones:**
- Year 1: Review complete, new ordinance language written.**
  - Year 2: Updated ordinance effective.**
  - Year 3: \_\_\_\_\_**
  - Year 4: \_\_\_\_\_**
  - Year 5: \_\_\_\_\_**
- 

**BMP No. D.4.1**

**Brief Description of BMP: Review erosion control plans submitted by developers for each project.**

**Measurable Goal(s), including frequencies: Update Staff Review procedures to reflect new BMPs, as required in BMP No. D.1.1 and D.2.1. Complete review of each soil erosion and sediment control plan, on as-needed basis. Perform field inspection.**

- Milestones:**
- Year 1: Review each project submitted.**
  - Year 2: Review and update Plan Review Procedure to reflect D.1.1 Review each project submitted.**
  - Year 3: Review each project submitted.**
  - Year 4: Review and update Plan Review Procedure to reflect D.1.1 Review each project submitted.**
  - Year 5: Review each project submitted.**
-



**BMP No. D.5.1**

**Brief Description of BMP: Develop, publicize, and staff a hotline for residents to report soil erosion/sediment control non-compliance. Follow through with resident complaints and take appropriate action against contractors, as needed.**

**Measurable Goal(s), including frequencies: Develop, publicize, and staff a hotline. Investigate complaints and take appropriate action on as-needed basis.**

**Milestones:** Year 1: \_\_\_\_\_  
Year 2: \_\_\_\_\_  
Year 3: \_\_\_\_\_  
Year 4: \_\_\_\_\_  
Year 5: **Hotline created, publicized, and staffed. Complaints investigated and action taken if required.**

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**BMP No. D.6.1**

**Brief Description of BMP: Conduct construction site inspections.**

**Measurable Goal(s), including frequencies: Develop site inspection procedures and schedules to evaluate effectiveness of BMPs. Inspect all construction sites weekly or after rain events > 0.5 inches. Give inspector enforcement authority to stop work for non-compliance.**

**Milestones:** Year 1: **Site inspection procedures developed. Inspections conducted weekly or after rain events > 0.5-inches.**  
Year 2: **Inspections conducted weekly or after rain events > 0.5-inches.**  
Year 3: **Inspections conducted weekly or after rain events > 0.5-inches. Inspector given authority to stop work.**  
Year 4: **Inspections conducted weekly or after rain events > 0.5-inches.**  
Year 5: **Inspections conducted weekly or after rain events > 0.5-inches.**

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**BMP No. E.1.1**

**Brief Description of BMP: Develop standards for post-construction BMPs.**

**Measurable Goal(s), including frequencies: Develop standards for post-construction BMPs.**

**Milestones:** Year 1: \_\_\_\_\_  
Year 2: \_\_\_\_\_  
Year 3: \_\_\_\_\_  
Year 4: \_\_\_\_\_  
Year 5: **Standards for post-construction BMPs developed. Manual of Practice updated.**

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**BMP No. E.2.1**

**Brief Description of BMP: Review and update storm water ordinance to require post-construction BMPs in new developments.**

**Measurable Goal(s), including frequencies: Review and update storm water ordinance.**

**Milestones:** Year 1: \_\_\_\_\_  
Year 2: \_\_\_\_\_  
Year 3: \_\_\_\_\_  
Year 4: **Ordinance review complete. Language written to update ordinance.**  
Year 5: **Ordinance revisions effective.**

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**BMP No. E.3.1**

**Brief Description of BMP: Review ordinance and update to require post-construction operation and maintenance plan for proposed BMPs.**

**Measurable Goal(s), including frequencies: Review and update storm water ordinance.**

- Milestones:** Year 1: \_\_\_\_\_  
Year 2: \_\_\_\_\_  
Year 3: \_\_\_\_\_  
Year 4: Ordinance review complete. Language written to update ordinance.  
Year 5: Ordinance revisions effective.
- 

**BMP No. E.4.1**

**Brief Description of BMP: Review submitted plans for compliance with "Design Manual of Practice" standards regarding post-construction BMPs.**

**Measurable Goal(s), including frequencies: Develop a plan review procedure for post-construction BMP design. Review submitted plans on an as-submitted basis.**

- Milestones:** Year 1: \_\_\_\_\_  
Year 2: \_\_\_\_\_  
Year 3: \_\_\_\_\_  
Year 4: \_\_\_\_\_  
Year 5: Plan review procedure completed. Plans reviewed on an as-needed basis.
- 

**BMP No. E.5.1**

**Brief Description of BMP: Inspect developments during construction phase to verify proper installation of post-construction BMPs.**

**Measurable Goal(s), including frequencies: Develop inspection procedures. Weekly inspections of each Project.**

- Milestones:** Year 1: \_\_\_\_\_  
Year 2: \_\_\_\_\_  
Year 3: \_\_\_\_\_  
Year 4: \_\_\_\_\_  
Year 5: Plan review procedure completed. Weekly inspections of construction projects.
- 

**BMP No. E.6.1**

**Brief Description of BMP: Inspection of post-construction runoff BMPs to verify that BMPs are functioning properly.**

**Measurable Goal(s), including frequencies: Develop inspection procedures. Inspection of each project as needed to verify compliance with plans.**

- Milestones:** Year 1: \_\_\_\_\_  
Year 2: \_\_\_\_\_  
Year 3: \_\_\_\_\_  
Year 4: Develop inspection procedures.  
Year 5: Inspection procedures completed. Monthly inspection of construction projects.
-



**BMP No. F.1.1**

**Brief Description of BMP: Salt and calcium application training for snow plow applicators.**

**Measurable Goal(s), including frequencies: Conduct training annually for all snow plow operators.**

**Milestones:** Year 1: \_\_\_\_\_  
Year 2: Training session completed.  
Year 3: Training session completed.  
Year 4: Training session completed.  
Year 5: Training session completed.

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**BMP No. F.1.2**

**Brief Description of BMP: Provide training to employees who have routine contact with chemical substances.**

**Measurable Goal(s), including frequencies: Provide annual Material Safety Datasheet (MSDS) training for 100% of employees who have routine contact with chemical substances.**

**Milestones:** Year 1: Training session completed.  
Year 2: Training session completed.  
Year 3: Training session completed.  
Year 4: Training session completed.  
Year 5: Training session completed.

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**BMP No. F.1.3**

**Brief Description of BMP: Training for abatement and containment of hazardous material spills.**

**Measurable Goal(s), including frequencies: Conduct annual training for 100% of firefighters.**

**Milestones:** Year 1: \_\_\_\_\_  
Year 2: \_\_\_\_\_  
Year 3: Training session completed.  
Year 4: Training session completed.  
Year 5: Training session completed.

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**BMP No. F.1.4**

**Brief Description of BMP: Pesticide and herbicide application training.**

**Measurable Goal(s), including frequencies: Annually review licensing. Provide annual training for all employees who apply pesticides or herbicides as part of their job duties.**

**Milestones:** Year 1: \_\_\_\_\_  
Year 2: \_\_\_\_\_  
Year 3: License review and training session completed.  
Year 4: License review and training session completed.  
Year 5: License review and training session completed.

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**BMP No. F.2.1**

**Brief Description of BMP: Storm sewer cleaning.**

**Measurable Goal(s), including frequencies: Prepare schedule for routine maintenance of storm sewer system and catch basins. Implement maintenance program.**

**Milestones: Year 1: Prepare maintenance schedule. Annual maintenance conducted.**  
**Year 2: Annual maintenance conducted.**  
**Year 3: Annual maintenance conducted.**  
**Year 4: Annual maintenance conducted.**  
**Year 5: Annual maintenance conducted.**

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**BMP No. F.2.2**

**Brief Description of BMP: Storm inlet and manhole inspection and cleaning.**

**Measurable Goal(s), including frequencies: Inspect all manholes and inlets on a 12 year cycle and clean manholes and inlets as necessary.**

**Milestones: Year 1: \_\_\_\_\_**  
**Year 2: Complete inspection of storm manholes and inlets, clean as necessary.**  
**Year 3: Complete inspection of storm manholes and inlets, clean as necessary.**  
**Year 4: Complete inspection of storm manholes and inlets, clean as necessary.**  
**Year 5: Complete inspection of storm manholes and inlets, clean as necessary.**

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**BMP No. F.2.3**

**Brief Description of BMP: Street Sweeping.**

**Measurable Goal(s), including frequencies: Sweep central business district 20 times per year and residential and arterial streets 5 times per year, weather permitting.**

**Milestones: Year 1: Complete street sweeping.**  
**Year 2: Complete street sweeping.**  
**Year 3: Complete street sweeping.**  
**Year 4: Complete street sweeping.**  
**Year 5: Complete street sweeping.**

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**BMP No. F.2.4**

**Brief Description of BMP: Inspect Boneyard Creek for eroding stream banks or other signs of instability and erosion. Make recommendations for repairs as needed.**

**Measurable Goal(s), including frequencies: Inspect Boneyard Creek annually. Make repair recommendations, and construct repairs, on an as-needed basis**

**Milestones: Year 1: Inspection completed. Repairs recommended and constructed, as-needed.**  
**Year 2: Inspection completed. Repairs recommended and constructed, as-needed.**  
**Year 3: Inspection completed. Repairs recommended and constructed, as-needed.**  
**Year 4: Inspection completed. Repairs recommended and constructed, as-needed.**  
**Year 5: Inspection completed. Repairs recommended and constructed, as-needed.**

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**BMP No. F.4.1**

**Brief Description of BMP: Control vehicle and equipment washing by performing all washes in enclosed washing bay which drains directly to sanitary sewer.**

**Measurable Goal(s), including frequencies: Wash public works vehicles and equipment as needed in enclosed bays which drain directly to sanitary sewer.**

- Milestones:**
- Year 1: Use enclosed bay to wash all vehicles.**
  - Year 2: Use enclosed bay to wash all vehicles.**
  - Year 3: Use enclosed bay to wash all vehicles.**
  - Year 4: Use enclosed bay to wash all vehicles.**
  - Year 5: Use enclosed bay to wash all vehicles.**
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**BMP No. F.4.2**

**Brief Description of BMP: Oil and fluid disposal program to dispose of oils and fuels by a licensed waste hauler.**

**Measurable Goal(s), including frequencies: Disposal of wastes by a licensed waste hauler. Dispose of oil every other month for oil. Dispose of other fluids as needed.**

- Milestones:**
- Year 1: Disposal of oils every other month; other fluids as needed.**
  - Year 2: Disposal of oils every other month; other fluids as needed.**
  - Year 3: Disposal of oils every other month; other fluids as needed.**
  - Year 4: Disposal of oils every other month; other fluids as needed.**
  - Year 5: Disposal of oils every other month; other fluids as needed.**
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**BMP No. F.4.3**

**Brief Description of BMP: Landscape Recycling Center (LRC).**

**Measurable Goal(s), including frequencies: Continue to provide the public a landscape waste drop-off location at the LRC.**

- Milestones:**
- Year 1: Continue to Operate the LRC.**
  - Year 2: Continue to Operate the LRC.**
  - Year 3: Continue to Operate the LRC.**
  - Year 4: Continue to Operate the LRC.**
  - Year 5: Continue to Operate the LRC.**
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**BMP No. F.6.1**

**Brief Description of BMP: Maintain "Snow & Ice Control Plan" procedure manual and update to document all procedures required for compliance with NPDES Phase 2.**

**Measurable Goal(s), including frequencies: Annual review and update of manual.**

**Milestones: Year 1: Complete review and update of manual.**  
**Year 2: Complete review and update of manual.**  
**Year 3: Complete review and update of manual.**  
**Year 4: Complete review and update of manual.**  
**Year 5: Complete review and update of manual.**

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**BMP No. F.6.2**

**Brief Description of BMP: Maintain Fire Department's hazardous spill response plan and update as needed to comply with NPDES Phase 2.**

**Measurable Goal(s), including frequencies: Annual review and update of plan.**

**Milestones: Year 1: Complete review and update of plan.**  
**Year 2: Complete review and update of plan.**  
**Year 3: Complete review and update of plan.**  
**Year 4: Complete review and update of plan.**  
**Year 5: Complete review and update of plan.**