

City of Ripon
Engineering Department
259 N. Wilma Avenue
Ripon, CA 95366
209/599-2108



NPDES PHASE II
STORM WATER MANAGEMENT PLAN

December 22, 2003

**NPDES PHASE II
STORM WATER MANAGEMENT PLAN**

December 22, 2004

**City of Ripon
Engineering Department
259 N. Wilma Avenue
Ripon, CA 95366**

TABLE OF CONTENTS
STORM WATER MANAGEMENT PLAN
CITY OF RIPON

<u>SECTION</u>		<u>PAGE</u>
	Table of Contents.....	1
Section 1	Introduction.....	2-3
Section 2	Regulatory Requirements.....	4
Section 3	Minimum Control Measures (including BMPs, and Measurable Goals)	4 -12
Section 4	Monitoring and Reporting.....	12
Section 5	Tables.....	13 - 18
	Exhibit 1.1 – Regional Map San Joaquin County	
	Exhibit 2.1 – Land Use Map	
	Exhibit 2.2 – Planning Area and Sub Areas	
	Existing Storm System Map – 2003 (pocket insert)	

INTRODUCTION

General Information:

Known for its small town charm, Ripon is nestled along the Stanislaus River and located in the northern section of the San Joaquin Valley. Ripon is the southern most community in San Joaquin County. It lies between Stockton (20 miles to the north) and Modesto (4 miles to the south) and is bisected by State Route 99 and the Central Valley route of the union Pacific/Southern Pacific Railroad. (Exhibit 1.1 Regional Map San Joaquin County)

Ripon is a general law city operating under a “council-administrator” form of government with the five-member City Council elected at large.

Population and Growth:

During the 1980’s, Ripon experienced rapid growth well above the 4% annual rate it typically experienced since its incorporation in 1945. Faced with the problems that rapid growth inevitably presents to a community, the City created a growth accommodation program in 1988, which allowed development to continue, but at a much more acceptable rate. In 2002, our City Council amended the development rate to 3% annually. Our current population is 11,155 with an estimated total population of about 37,000 at build-out of the general plan in the year 2035.

Land Use Distribution:

The underlying intent of Ripon’s land use policy is to support the vision of the community as developed through the General Plan 2035. The Ripon Planning Area consists of approximately 12,000 acres both within and outside the existing City limits and is divided into five (5) urban and non-urban categories. Three (3) urban development areas have been established to assist in achieving orderly and balanced growth, while two (2) reserve areas are designated for study and non-urbanized buffer purposes. There are approximately 2,419 acres within the Urban Core Area and approximately 724 acres of undeveloped lands situated along the north and south sides of State Route 99: 178 acres (residential), 312 acres (light industrial), and 234 acres (heavy industrial). (Exhibit 2.1 Land Use Map and Exhibit 2.2 Planning Area and Sub-Areas)

Phased development is proposed and intended to permit development of those areas contiguous to the urban core area as City services become available. The first phase would be north of the Jack Tone Road and Milgeo Avenue interchanges with State Route 99. Phase Two would be west of the present City Limits and Jack Tone Road. The Third Phase would continue west along Olive Avenue. Phase four is scheduled north of Phase One up to Clinton South Road. Phase Five will be east of Phases One and Four and will extend to Murphy Road. The Sixth and last phase is planned east of Phase Five and north of Spring Creek. (Exhibit 2.4 Phasing Plan)

REGULATORY REQUIREMENTS

Under the requirements of the Clean Water Act of 1972, the City of Ripon is required to apply for coverage under the National Pollutant Discharge Elimination System (NPDES) Phase II permit, and develop and implement a Storm Water Management Plan to control and prohibit the discharge of pollutants into the Municipal Storm Sewer System. This document represents the City of Ripon's Storm Water Management Plan (SWMP). The SWMP is composed of six elements that, when implemented together, are expected to reduce pollutants discharged into receiving water bodies to the Maximum Extent Possible (MEP). These six program elements, or Minimum Control Measures (MCMs), are Public Education and Outreach, Public Involvement/Participation, Illicit Discharge Detection and Elimination, Construction Site Runoff Control, Post-Construction Runoff Control in New Development and Redevelopment, and Pollution Prevention/Good Housekeeping for Municipal Operations. For each minimum control measure, the City will select and implement Best Management Practices (BMPs) and measurable goals that comprehensively address the specific storm water problems within Ripon city limits. Measurable goals are intended to gauge permit compliance and program effectiveness. The City will then be responsible for monitoring and reporting on the BMPs and measurable goals selected to fulfill the minimum control measures. This will help determine whether the BMPs and measurable goals set forth in the SWMP are realistic and obtainable.

MINIMUM CONTROL MEASURES

The Storm Water Management Plan is characterized by the Minimum Control Measures (MCMs) contained in the Phase II Permit. Those MCMs are outlined below, with BMPs and measurable goals for each MCM.

Public Education and Outreach (MCM #1)

The Public Education and Outreach on Storm Water Impacts Program of the SWMP addresses increasing public and professional awareness of water quality concerns and BMPs that may be implemented with respect to protection of storm water. The BMPs described in this section of the SWMP include education of the public sector through the use of newsletters, regional groups, hotlines, websites, and displays. The public education will introduce the SWMP and focus on known contaminant sources and how to control these sources.

The objective of this Minimum Control Measure is to reduce pollutants to receiving waters by increased public awareness of problems and implementation of solutions.

Description of BMPs

1. School Curriculum: Create and implement in coordination with the Ripon Unified School District, storm water related educational

curriculum for local schools. The program would target 5th grade classes.

Measurable Goal: Present storm water informational materials to 50 percent of 5th graders annually.

2. **Regional Groups:** Participate with the San Joaquin Phase II Storm Water Committee (SJPIISWC) for resource sharing to support the development and implementation of BMPs.

Measurable Goal: Adopt a memorandum of understanding (MOU) and meet monthly.

3. **Storm Water Web Page:** Develop, advertise, and maintain a storm water link on the City's existing web page to educate the public on storm water issues. The page will address illicit discharges and provide the Storm Drain Hotline phone number.

Measurable Goal: Track number of hits on website and update website quarterly.

4. **Newsletter:** Develop and distribute storm water related information in the City newsletter. The City newsletter will be used to provide information to the public regarding the impacts of their activities on storm water quality and ultimately the receiving waters. The newsletter will also instruct the public how to access the City's website to obtain more information. The newsletter is mailed to each resident in the City quarterly.

Measurable Goal: The City will publish and distribute storm water related information/articles quarterly. All materials distributed will be documented.

5. **Citizen Outreach:** In conjunction with the SJPIISWC, provide citizens outreach materials regarding the impact of daily activities on storm water quality, using media such as the City cable access channel and the local newspaper, The Ripon Record.

Measurable Goal: The City will publish storm water related information in the Ripon Record on a quarterly basis, and run a storm water TV announcement on the local access channel twice monthly during the winter season. Target 22,000 media impressions a year.

6. **Business Outreach:** A business outreach program will be implemented to help businesses reduce the amount of pollutants entering the storm drain system. A priority list of businesses to target will be created. (e.g. auto body shops, manufacturers, restaurants, pool contractors, etc.) Business-specific materials will be developed or obtained by the City for distribution.

Measurable Goal: Prepare and distribute business-specific outreach materials once during permit term.

7. **Storm Drain Hotline:** Create and advertise a 24 hour storm drain hotline to receive reports of illicit discharges, such as dumping of motor oil or paints in the storm drains.

Measurable Goal: Establish hotline; the City will respond to reports within two business days.

8. **Information Booth:** Create or prepare booth displays and materials regarding storm water information. Information and materials specific to City needs will be utilized for this display.
Measurable Goal: Display the information booth at the Main Street Days and Almond Blossom Festival, both annual events. The City will document and identify the number of events and number of brochures distributed. Coordinate with the San Joaquin Phase II Storm Water Committee to participate in Earth Day information booth.

Public Involvement/Participation (MCM #2)

The Public Involvement Program Minimum Control Measure (MCM #2) is important because it fosters public acceptance and ownership. The City will receive broader public support since citizens who participate in the development and decision making process are partially responsible for the program and, therefore, may be less likely to raise legal challenges to the program and more likely to take an active role in its implementation.

Description of BMPs

1. **Storm Drain Stenciling:** The City will conduct outreach to groups that may be interested in stenciling storm drain inlets. The City will seek to obtain the services of the local Boy Scout group and City personnel to place placards on the existing storm drain catch basins.
Measurable Goal: The City will stencil a minimum of 15% of all existing storm drain catch basins each year of the permit term, with either volunteers or City personnel. The City will document the location and number of storm drain inlets that are stenciled each year.
2. **Public Meeting Updates:** The City will provide storm water updates during Planning Commission and City Council meetings, including opportunities for public comment, and to inform the public of the activities being conducted under the City of Ripon SWMP and to allow public input on those activities.
Measurable Goal: The City will give updates at the start of each winter season and every other month throughout the winter season, October through March.
3. **Community Clean-Up Days:** The City will conduct outreach to groups that may be interested such as the Boy Scouts or environmental groups to participate in activities such as cleaning and beautification of the City's detention basins and monitoring and reporting of illicit dumping. The purpose of these activities is to not only educate the community on the function of the storm drain system and pollutants that should not be introduced into it, introducing the SWMP and associated regulations; but also, through involvement induce a sense of ownership and consequently a respect of the quality of storm water.
Measurable Goal: Conduct outreach to various groups, and if interest exists, develop implementation plan and schedule.

Illicit Discharge Detection and Elimination (MCM #3)

The Illicit Discharge and Elimination Minimum Control Measure (MCM #3) addresses non-storm water flows that are discharged to receiving waters via the storm water conveyance systems. The program will implement BMPs to assist in the identification of illicit discharges and removal of these discharges from the system. This program will also focus on prevention of new illicit discharges to the storm water system by means of education, regulations, and through spill prevention and response. The following BMPs describe implementation tasks and assessment tasks to be completed by the City for the Illicit Discharge and Elimination Program.

Description of BMPs

1. **Illicit Discharge Ordinance:** The City will create a storm drain ordinance to prohibit non-storm water discharges to the storm sewer system. The ordinance will include provisions for enforcement of the program.
Measurable Goal: Adopt and implement the storm drain ordinance to prohibit unauthorized non-storm water discharges, establish and enforce penalties.
2. **Storm System Map:** The City will develop and maintain a current map that identifies the City's storm drain system. The purpose of the storm drain map is to provide accurate location information to City personnel implementing the Illicit Discharge detection and Elimination Program. This includes identifying the location of all outfalls and waters of the U.S. that receive discharges from those outfalls.
Measurable Goal: develop map and update annually thereafter
3. **Public Reporting:** The City will establish a 24-hour illicit discharge/illegal dumping hotline for public reporting. If a call comes in regarding a complaint associated with the storm drain system, the proper City personnel are notified to investigate the complaint. The phone number will be advertised on the storm water web page.
Measurable Goal: Establish a 24-hour illicit discharge/ dumping hotline. Advertise hotline phone number on the City's storm water web page.
4. **Household Hazardous Waste Program:** The City will advertise a local drop-off location of used motor oil here in Ripon. B&Z Auto in Ripon is an authorized drop-off center for used motor oil. The City will advertise this location on the local access TV channel and in the quarterly newsletters. All other household wastes such as anti-freeze, batteries, and paint can be dropped off at the San Joaquin County HHW collection facility near the Stockton Airport. This location will also be advertised on the local access TV channel and in the quarterly newsletters.

Measurable Goal: Advertise the local used motor oil drop off location and the regional household hazardous waste drop off location on the city access channel and in the quarterly newsletters.

5. **SIC Codes:** The City will identify the industries in Ripon that have an SIC (Standard Industrial Classification) code. The City will use this information to identify possible locations of non-storm water discharges.

Measurable Goal: Identify SIC codes for the required industries in Ripon and their Industrial permitting obligations. Document high priority areas; document inspections and enforcement actions.

6. **Dry Weather Screening:** The City will develop and implement a dry weather screening program to detect and address non-storm water discharges to the storm drain system.

Measurable Goal: Prepare a program to screen outfalls within the City for dry weather flows. Determine screening locations using prioritization from SIC codes and storm drain map; implement screening on a monthly basis during dry season. Complete field screening of storm drain system from identified problem areas.

Construction Site Runoff Control (MCM #4)

The Construction Site Storm Water Runoff Control section of the SWMP addresses water quality concerns for construction activities resulting in a land disturbance greater than or equal to one acre. Polluted storm water runoff from construction sites often flow to storm sewers and into receiving waters. This runoff can contribute more sediment to receiving waters than can be deposited naturally during several decades. The resulting situation can cause physical, chemical and biological harm to receiving waters. The BMPs described in this section of the SWMP includes the development of a construction site program designed to reduce pollutants in storm water runoff from construction activities. This program will include procedures for construction site plan review, site inspections, public reporting, and notification of specific requirements to all construction site owners and contractors on projects greater than or equal to one acre, and sites less than one acre if part of a larger development or common plan.

Describe BMPs

- 1 **Storm Drain Ordinance:** The City will adopt a new storm water ordinance to address the regulatory programs required under Phase II of the NPDES Storm Water Program, including Construction Site Runoff Control. This ordinance will include provisions to address both erosion/sediment control and construction site materials and wastes for sites disturbing one acre or more. A requirement will be established for residential and commercial developers to stamp new storm drains to deter illegal discharges.

Measurable Goal: Develop and adopt ordinance

2. **City Construction Standards:** The City will establish Construction Standards to require construction site runoff control measures and to specify the design, installation and maintenance requirements for those measures. The standards will provide technical guidance to project applicants and contractors to ensure compliance with the program, as well as a regulatory basis on which to condition the approval of projects. A standard will be established to stamp all new storm drains to deter illegal discharges.
Measurable Goal: Adopt SWPP section and BMP details to the City Construction Standards
3. **Notice of Intent (NOI) Screening:** The City will use a screening process to ensure all the 1-acre and larger construction sites in town have filed their NOI. Through the building permit process and during the plan review process, the City will require all projects of this size to have their NOI filed prior to acceptance of the project.
Measurable Goal: Ensure that applicable sites are covered under the Regional Board Permit. The City will obtain a signed and submitted copy of the NOI and obtain a WDID number for each development or construction site greater than 1 acre prior to acceptance of the improvement plans. A log of projects and their respective NOI's and WDID numbers will be kept.
4. **Illicit Discharge Reporting System:** The City will provide one email address and 24-hour hotline that citizens can use to report suspected violations due to construction site runoff. An email link will be provided on the City's website for public reporting. The City will respond to reports within two business days.
Measurable Goal: Develop and implement construction site illicit discharge reporting system. The City will document number of complaints and responses. All reports will be responded to within two business days.
5. **Inspection and Enforcement Program:** The City will inspect construction sites in sensitive areas or sites one acre or greater through its Engineering and Building Departments for compliance with City requirements for construction site runoff. When a violation at a construction site is found, the City will use a tiered system of enforcement actions, including staff guidance, notice letters, suspensions of progress inspections, and referral to the District Attorney. The City inspection and enforcement staff will be trained on the new policies and procedures, as well as the new requirements of the City Storm Water Ordinance and Standards. The construction site inspectors will be equipped with digital cameras to document ordinance violations. The City will establish a tracking system for violations and enforcement actions.
Measurable Goal: Train City construction inspectors on policies and procedures and NPDES requirements. Inspect every construction site

one acre or greater at least once per storm season and conduct follow-up inspections where violations occur.

6. **Training/Information Distribution Program:** In a joint effort with the San Joaquin Phase II Storm Water Committee, the City will conduct training of industry professionals about effective storm water BMPs and general Phase II requirements. The City will also spread word to industry professionals about new storm ordinance requirements, development of revisions to the City Standards, specifically SWPP standards.

Measurable Goal: The City will inform contractors and developers about City requirements for construction site runoff control. The City will provide training opportunities to contractors and developers on construction site runoff control measures. All training sessions, informational materials, and attendees will be documented and reported.

Post-Construction Runoff Control in New Development and Redevelopment (MCM #5)

The Post-Construction Storm Water Management in New Development and Redevelopment Program addresses the importance of storm water runoff management in new development and redevelopment projects. This includes land disturbances of greater than or equal to one acre and projects less than one acre that are part of a larger common plan of development or sale. Substantial impacts of post-construction runoff are caused by an increase in the type and quantity of pollutants in storm water runoff. The BMPs described in this section of the SWMP include the development of structural and non-structural storm water runoff control measures and the development of post-construction programs that consider water quality impacts of new development and redevelopment projects in the planning phase. Structural controls are composed of manmade facilities constructed for the storage or treatment of storm water runoff. Non-Structural controls are policies and procedures that manage land use in order to lessen the impacts of resource development and redevelopment activities on storm water quality. The intention is to combine these control measures and regulatory requirements and incorporate them into the City's Construction Standards. Once incorporated into the City's design standards and planning ordinances, new projects will be required to incorporate these control measures in order to proceed through the development review process.

Describe BMPs

1. **Storm Water Ordinance:** The City will develop and adopt a storm water ordinance to include provisions to reduce and address pollutants in storm water from new and redevelopment projects. This ordinance will allow the city to require post-construction controls on new development and will provide the authority to inspect privately owned controls approved by the City and require maintenance of those

controls. The ordinance will require the adoption of the development standards as set forth in Attachment 4 of the General Permit.

Measurable Goal: The City will adopt ordinance and require development standards to be considered in the planning phase. The City will include provisions to address responsibility and funding for long-term maintenance.

2. **Development Standards:** The City will prepare development standards during the first five-year permit term in accordance with Attachment 4 of the General Permit. The development standards will be adopted prior to the expiration of the General Permit. The City will ensure that coordination occurs with the planners during the planning phase to incorporate water quality controls into the design.

Measurable Goal: The City will adopt development standards and procedures including pre-plan review with planning staff to incorporate long-term water quality BMPs. The City will implement and document plan development progress in the annual report.

Pollution Prevention/Good Housekeeping – Municipal Operations (MCM #6)

The Pollution Prevention/Good Housekeeping for Municipal Operations addresses routine activities in the operation and maintenance for drainage systems, roadways, parks and open spaces, and other municipal operations to help ensure a reduction in pollutants entering the storm sewer system. This Program includes a training component to prevent and reduce storm water pollution from municipal operations.

Describe BMPs

1. **Municipal Training:** A training program for municipal operations employees will be developed regarding pollutants that may be discharged to the storm drain system and the potential impacts. Proper training can reduce pollutants from such activities as storm sewer system maintenance, park and landscape maintenance, tack oil application, excess concrete, concrete truck washout, and spill cleanup. Training will occur during the monthly safety meetings. The purpose of the training is to update operations and park employees on storm water issues and to provide a platform for a roundtable discussion on current practices and procedures and how they impact storm water quality.

Measurable Goal: The City will develop a training program for all municipal operations employees. The training will be provided twice per year of the permit term. All attendance and topics will be documented.

2. **Storm Drain System Maintenance:** The existing drainage system operation, maintenance, and cleaning procedures will be evaluated for the purpose of reducing pollutants in storm water runoff. Areas of chronic problems will be identified and corrective actions for these

areas will be developed and implemented. Implementation of BMPs shall reference appropriate guidance materials. Proper system maintenance and employee training will help to reduce storm water impacts from such activities as park and open space maintenance, fleet and building maintenance, new construction and land disturbances, and storm water system maintenance.

Measurable Goal: The City will survey departments and facilities for activities that may contribute pollutants to the MS4, then develop a cleanout schedule for the storm drain components, including detention basins, pump stations, catch basins, and storm drain lines. The City will implement a storm drain system maintenance schedule and document activities.

3. Street Sweeping: The City will continue to sweep residential streets following refuse pickup, including commercial streets.

Measurable Goal: The City will sweep residential streets weekly and sweep commercial streets twice a month. The miles of streets swept will be documented.

4. Pollution Prevention at Corporation Yard: The City of Ripon will create a Storm Water Pollution Prevention Plan (SWPPP) for the City Corporation/Maintenance yard.

Measurable Goal: The City will implement the SWPPP each year of the permit term.

MONITORING AND REPORTING

The City of Ripon will prepare annual reports for the State Regional Water Quality Control Board, which will contain reports, evaluations, and assessments on the monitoring, inspections, and implementation of the Storm Water Management Plan. The City will evaluate each year, the overall program compliance, along with the appropriateness of the identified BMPs, and the progress toward reaching the measurable goals. Accurate records will be kept on the dates, times, and descriptions of all scheduled inspections, monitoring, and data collected. A summary of the activities to take place during the next reporting period will be included in each annual report, along with any changes in measurable goals.

MCM #1: Public Education and Outreach Program			
BMP	Measurable Goal	Compl. Date (mo/yr)	Lead Dept./Contact
School Curriculum	Prepare or acquire educational materials Complete first round of presentations on 50 percent of 5 th graders per year; annually thereafter	Dec-04	Engineering/ Matt Machado
Regional Groups	Form partnership with SJPIISWC for resource sharing to support other BMPs. Adopt a memorandum of understanding (MOU); meet monthly	Dec-03	Engineering/ Matt Machado
Storm Water Web Page	Track number of hits on website and update website quarterly	Jun-04	Engineering/ Matt Machado
Newsletter	Publish and distribute storm water related information/articles on a quarterly basis. All materials distributed will be documented.	Mar-04	Engineering/ Matt Machado
Citizen Outreach	Publish storm water related information the in Ripon Record on a quarterly basis. Run a storm water TV announcement on local access channel twice monthly. Target 22,000 media impressions a year.	Oct-04	Engineering/ Matt Machado
Business Outreach	Create priority list of businesses to target. Prepare and distribute business-specific outreach materials to be mailed once during permit term.	Dec-04 Oct-05	Engineering/ Matt Machado
Storm Drain Hotline	Establish hotline; respond to reports within two business days	Jun-04	Engineering/ Matt Machado
Information Booth	Prepare booth displays and materials; display booth at Main Street Days and Almond Blossom Festival; document and identify number of events and number of brochures distributed.	Jun-05 Oct-05	Engineering/ Matt Machado

MCM #2: Public Involvement and Participation			
BMP	Measurable Goal	Compl. Date (mo/yr)	Lead Dept./Contact
Storm Drain Stenciling	Stencil a minimum of 15% of all existing catch basins each year of the permit term, with either volunteers or City personnel. The location and number of inlets stenciled will be documented.	Jun-04	Public Works/ Ted Johnston
Public Meeting Updates	Provide storm water updates during Planning Commission and City Council meetings at the start of each winter season and every other month throughout the winter season.	Dec-03	Engineering/ Matt Machado
Community Clean-Up Days	Conduct outreach to groups that may be interested (e.g. Boy Scouts, environmental groups, etc.) develop implementation plan and schedule	Dec-04	Engineering/ Matt Machado

MCM #3: Illicit Discharge Detection and Elimination			
BMP	Measurable Goal	Compl. Date (mo/yr)	Lead Dept./Contact
Illicit Discharge Ordinance	Develop storm drain ordinance to prohibit unauthorized non-storm water discharges; establish and enforce penalties	Jun-04	Engineering/ Matt Machado City Attorney/ Tom Terpstra
Storm System Map	Prepare map and update annually thereafter	Dec-03	Engineering/ Matt Machado
Public Reporting	Establish illicit discharge/illegal dumping hotline. Advertise the 24-hour hotline phone number on the city's storm water web page	Jun-04	Engineering/ Matt Machado
Household Hazardous Waste Program	Advertise the local used motor oil drop off location and the regional HHW drop off location on the city access channel and quarterly newsletters.	Dec-04	Engineering/ Matt Machado
SIC Codes	Determine SIC Codes for the industries in Ripon and their Industrial permitting obligations. Document high priority areas; document inspections and enforcement actions.	Jun-05	Engineering/ Matt Machado
Dry Weather Screening	Prepare a program to screen outfalls within the City for dry weather flows. Determine screening locations using prioritization from SIC codes. Perform screening on a monthly basis during dry season. Field screen identified problem areas.	Jun-05	Public Works/ Ted Johnston Engineering/ Matt Machado

MCM #4: Construction Site Runoff				
BMP	Measurable Goal		Compl. Date (mo/yr)	Lead Dept./Contact
Storm Drain Ordinance	Develop and adopt ordinance		Jun-04	Engineering/ Matt Machado City Attorney/ Tom Terpstra
City Construction Standards	Adopt SWPP section and erosion/sediment control BMP details to the City Construction Standards		Dec-04	Engineering/ Matt Machado
Notice of Intent Screening	Ensure that sites of one acre or more are covered under the Regional Board Permit. Obtain signed copy of NOI and WDID for applicable projects; log all projects and respective NOIs and WDIDs		Dec-03	Engineering/ Matt Machado
Illicit Discharge Reporting System	Develop and implement construction site illicit discharge reporting system. The City will document number of complaints and responses. All reports will be responded to within two business days.		Jun-04	Engineering/ Matt Machado
Inspection and Enforcement Program	Train City construction inspectors on policies and procedures and NPDES requirements. Inspect every site one acre and larger once per storm season minimum. Conduct follow up inspections where violations occur.		Jun-05	Engineering/ Matt Machado
Training/Information Distribution Program	Inform contractors and developers about City requirements for construction site runoff control.		Jun-04	Engineering/ Matt Machado
	Provide training opportunities to contractors and developers on site runoff control measures. All training sessions and informational materials, and attendees will be documented and reported.		Jun-04	

MCM #5: Post-Construction Runoff Control in New Development and Redevelopment				
BMP	Measurable Goal	Compl. Date (mo/yr)	Lead Dept./Contact	
Storm Water Ordinance	The City will adopt a storm drain ordinance	Jun-04	City Attorney/ Tom Terpstra	
	Require development standards to be considered in the planning phase	Jun-05	Engineering/ Matt Machado	
	The City will include provisions to address responsibility and funding for long-term maintenance.	Jun-05		
Development Standards	Adopt development standards and procedures including pre-plan review with planning staff to incorporate long-term water quality BMPs	Jun-05	Engineering/ Matt Machado	

MCM #6: Pollution Prevention/Good Housekeeping - Municipal Operations			
BMP	Measurable Goal	Compl. Date (mo/yr)	Lead Dept./Contact
Municipal Training	Develop and implement a training program for applicable municipal employees. Training will be provided twice per year of the permit term. All attendees and topics will be documented	Dec-05	Engineering/ Matt Machado
Storm Drain System Maintenance	Survey departments and facilities for activities that may contribute pollutants to the MS4. Identify problem areas and corrective actions	Jun-04	Engineering/ Matt Machado
	Develop cleanout schedule for the storm drain components, including detention basins, pump stations, catch basins, and storm drain lines.	Dec-04	
	Implement storm drain system maintenance schedule and document activities	Jun-05	
Street Streeping	The City will sweep residential streets weekly and sweep commercial streets twice a month. The miles of streets swept will be documented	Jun-04	Engineering/ Matt Machado
Pollution Prevention at Corporation Yard	Develop SWPPP and implement good house keeping practices at the corporation yard.	Dec-04	Engineering/ Matt Machado Public Works/ Ted Johnston

