Storm Water Management Program (SWMP)

Hyrum City, Utah

UPDES Permit No UTR090034
Coverage Dates March 1, 2016 – February 28, 2021

SWMP Revision Date: June 2016

Revised By:

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Storm Water Management Program Plan

Permittee: Hyrum City

Permit Number: UTR090034

Location of MS4: Cache County, Utah

Submitted with this Plan is the following:

- ☐ A map of the MS4 location
- ☐ Information Regarding the overall quality concerns, priorities, and measureable goals specific to the Permittee that were considered in the development and/or revisions to the SWMP document
- ☐ A description of the program elements that will be implemented in each of the six minimum control measures
- ☐ A description of any modifications to ordinances or long-term/ongoing processes implemented in accordance with the previous MS4 general permit for each of the six minimum control measures
- ☐ A description of how the Permittee intends to meet the requirements Permit as described in Part 4.0 by either referencing existing program areas that already meet the Permit requirements or a description and relevant measurable goals that include, as appropriate, the year by which the Permittee will achieve required actions, including interim milestones.
- ☐ If applicable indication of joint submittal of Co-Permittees and the associated responsibility in meeting requirements of the SWMP

Certification

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

Authorized Signature

6-30-16
Date

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DEFINITIONS

Best Management Practices (BMPs) – Schedules of activities, prohibitions of practices, maintenance procedures, and other management practices to prevent or reduce the discharge of pollution to waters of the United States. Best management practices also include treatment requirements, operating procedures, practices to control site runoff, spillage or leaks, sludge or waste disposal, or drainage from raw material storage.

Clean Water Act (CWA) – The federal Water Pollution Control Act (33 U.S.C. 1251) and any subsequent amendments thereto.

Construction Activity – Activities that disturb one acre or more of land and therefore must be authorized under the UPDES General Permit for Construction Activities.

Control Measure – Any best management practice or other method used to prevent or reduce the discharge of pollutants to Waters of the State.

Culvert – A pipe or covered channel that directs water below ground surface.

Discharge – A release of storm water or other substance that is routed through the storm sewer system and discharged from the MS4.

Division – The Utah Division of Water Quality.

EPA – The United States Environmental Protection Agency.

Illicit Connection – Any man-made conveyance connecting an illicit discharge directly to a municipal separate storm sewer.

Illicit Discharge – Any discharge to a municipal separate storm sewer that is not composed entirely of storm water except discharges pursuant to a UPDES (other than the UPDES Permit for discharges from municipal separate storm sewer).

Large MS4 – All MS4s located in an incorporated place with a population of 250,000 or more as determined by the U.S. Census Bureau.

Maximum Extent Practicable (MEP) – The technology-based discharge standard for municipal separate storm sewer systems to reduce pollutants in storm water discharges established by CWA 402(p). A discussion of MEP as it applies to small MS4s can be found in 40 CFR 122.34.

Medium MS4 – All MS4s located in an incorporated place with a population of 100,000 or more as determined by the U.S. Census Bureau.

Municipal Separate Storm Sewer System (MS4) – A municipal conveyance or system of conveyances for storm water, which is not combined with sewer or part of a publicly owned treatment works

(POTW), including roads with drainage systems, municipal streets, catch basins, curb, gutters, ditches, man-made channels, or storm drains.

National Pollutant Discharge Elimination System (NPDES) – National program for issuing, modifying, revoking and reissuing, terminating, imposing and enforcing pretreatment requirements, under sections 307, 402, 318, and 405 of CWA.

Notice of Change (NOC) – Written notification from the permittee to the Executive Secretary providing changes to information that was previously provided to the agency in a Notice of Intent.

Notice of Intent (NOI) – A written submission to the Executive Secretary from an applicant requesting coverage under this general permit.

Notice of Termination (NOT) – A written submission to the Executive Secretary from a permittee authorized under a general permit requesting termination of coverage.

Outfall – A point source at the point where a municipal separate storm sewer discharges to waters of the United States (U.S.) and does not include conveyances connecting two municipal separate storm sewers, or pipes, tunnels, or other conveyances that connect segments of the same stream or other waters of the U.S. and are used to convey water of the U.S.

Redevelopment – Alterations of a property that change the footprint of a site or building in such a way that results in the disturbance of equal to or greater than 1 acre of land.

Small MS4 – Any MS4 not already covered by the Phase I program. The Phase II Rule automatically covers on a nationwide basis all Small MS4s located in "urbanized areas" (UAs).

Standard Operating Procedure (SOP) – A set of written instructions that document a routine or repetitive activity.

Storm Water Management Program (SWMP) – A written plan that is used to describe the various control measures and activities the Permittee will undertake to implement the storm water management plan.

Storm Water – Storm water runoff, snow melt runoff, and surface runoff and drainage.

UPDES (Utah Pollutant Discharge Elimination System) – The State of Utah's program to control the discharge of pollutants to waters of the United States.

Watershed – The region draining into a river, river system, or other body of water.

Waters of the State – Surface and ground waters within the boundaries of the State of Utah and subject to its jurisdiction.

Waters of the United States – All surface waters as defined in 40 CFR 122.2.

SECTION 1: INTRODUCTION

1.1 Regulatory Requirement

The Clean Water Act (CWA) is a law enacted by Congress and signed by the President that establishes environmental programs, including the National Pollutant Discharge Elimination System (NPDES) program, to protect the Nation's waters and directs the U.S. Environmental Protection Agency (EPA) to issue rules on how to implement this law. Under the NPDES program, a municipal storm water program was developed in two phases.

Phase I of the EPA municipal storm water program was promulgated in 1990 under the authority of the Clean Water Act (CWA). Phase I relied on the NPDES permit coverage to address storm water runoff from "medium" and "large" municipal separate storm sewer systems (MS4s), serving populations of 100,000 and greater.

On December 9, 2002, the Utah Division of Water Quality (Division) issued the Phase II general permit for "small" municipal separate storm sewer systems (MS4s) to administer the NPDES permit program in Utah. This program has been named the Utah Pollutant Discharge Elimination Program (UPDES). Under a memorandum of agreement between the two agencies, the DWQ agreed to adopt any new rules or permits to comply with Phase II storm water regulations by the deadlines mandated in the federal rules.

The Phase II program required small MS4s serving populations <100,000 (based on the 1990 Census) in urbanized areas to implement programs and practices to control polluted storm water runoff through the UPDES permit program. As a result, the City is required to reduce the discharge of pollutants to the maximum extent practicable (MEP); protect water quality; satisfy the appropriate water quality requirements of the Clean Water Act; and manage storm water quality activities through the Storm Water Management Program (SWMP).

1.2 Storm Water Management Program

On March 1, 2016 the Division reissued the UPDES General Permit UTR090000 authorizing storm water discharges to Waters of the State of Utah resulting from a MS4. Renewal Permittees previously covered under the last MS4 General Permit, such as Hyrum City, must submit a revised SWMP document to the Division within 120 days of the effective date of the General Permit. The existing NOI for Hyrum City will remain effective until the end of February 2021 and must be renewed no later than 180 days after the expiration date. An annual report documenting compliance with the SWMP in the previous year will be submitted within 90 days of the end of each permit year.

Hyrum City has developed this SWMP in accordance with the requirements of UPDES General Permit UTR090000. The SWMP will facilitate the City's efforts in reducing storm water pollutant for the City's MS4, therefore protecting the City's storm water quality to the maximum extent practicable (MEP). Included in the SWMP are best management practices (BMPs) that will be implemented to reduce pollutants, measureable goals for each SMP, and an implementation schedule developed for the five-year permit term. Various

BMPs were developed for each of the six minimum control measures (MCMs) that are required the Phase II rule. The six MCMs are:

1. Public Education and Outreach on Storm Water Impacts
2. Public Participation/Involvement
3. Illicit Discharge Detection and Elimination (IDDE)
4. Construction Site Storm Water Runoff Control
5. Long-term Storm Water Management in New Development and Redevelopment (Post-Construction Storm Water Management)
6. Pollution Prevention and Good Housekeeping for Municipal Operations

SECTION 2: PROGRAM OVERVIEW

2.1 Background Information for Hyrum City

Hyrum City is located in Cache County approximately eight miles south of Logan which is considered an Urbanized Area. Hyrum City was incorporated in 1870 and has become a residential community surrounded by farmland and countryside covering 3.9 square miles of land. Hyrum Reservoir lies on the southern boundary of the City. There are light commercial businesses as well as heavy industrial activities operating in Hyrum City. Some general demographic information includes:

Population:	7,751 (U.S. Census Bureau, 2014 Population Estimate)
Size:	4.8 square miles
Elevation:	4,600-4,800 feet
Latitude:	41.63° N
Longitude:	111.85° W
Receiving Waters:	Bear River
Annual Precipitation:	18.31 inches per year (Western Regional Climate Center, Station 425194 1969-2010)

2.1.1 MS4 Location Map and Boundary

Refer to Figure 1, Appendix A.

2.2 Storm Water Drainage System

The Hyrum City storm water drainage system is made up of natural waterways, canals, irrigation ditches, storm water sumps, and retention basins as shown on the Storm Water System Map, Figure 2 of Appendix A. In addition, there are some curb and gutter, culverts, and a few piped sections. Storm water runoff from residential development is contained in sumps and retention basins where the water is allowed to infiltrate. For other areas the majority of runoff flows northward into the Blacksmith Fork River, Hyrum Canal, Hyrum Slough, or Little Feeder Canal which continue to Cutler Reservoir. At the west side of the City water flows westward into the Wellsville Canal which ultimately feeds into Cutler Reservoir.

2.2.1 Local Water Quality Concerns

The quality of the water located within Hyrum City boundaries is relatively good. Some of the streams or water ways are listed as impaired under Section 303(d) of the Clean Water Act. The list includes: Spring Creek and Little Bear River. The overall intent of this SWMP is to maintain the existing water quality and make improvements where possible. According to the prioritized pollutant table below, the main water quality concerns are as follows:

Priority	Target Pollutant
1	Total Phosphorus
2	Total Suspended Solids (TSS)
3	Nitrate as N
4	Total Nitrogen (TN)
5	Total Dissolved Solids (TDS)
6	BOD5
7	E. coli
8	Oil & Grease

*Source: Middle Bear River and Cutler Reservoir Final TMDL

2.2.2 Hyrum City Parks

The City of Hyrum operates and maintains 6 public parks located within the boundary of the SWMP. Hyrum City Parks operates two maintenance facilities, East Park Shop and Hyrum City Shop, where bulk materials are stored. When performing park maintenance bulk materials may temporarily be stored on site. The BMPs as detailed in Section 3.6.2 of this SWMP will prevent and reduce pollutants that may discharge from Hyrum City Parks' facilities or parks into the City's storm water system.

2.3 Existing Permit

UPDES Permit No UTR090034.

2.4 Contact Information

The Hyrum City storm sewer system falls under the Public Works Department for the City. The City Water Superintendent can be contacted in regards to this SWMP.

SWMP Contact:

Kade Maughan
60 W. Main
Hyrum, UT 84319
Office: (435) 245-6033
Fax: (435) 245-4758
kademaughan@gmail.com

2.5 Steering Committee Team

The storm water steering committee team consists of city officials and staff members. The team is responsible for assisting in the development and revisions to the City's SWMP; implementing and maintaining control measures and BMPs, and taking corrective actions as required.

Name	Staff Title
Ron Salvesen	City Administrator
Stephanie Fricke	City Recorder
Corey Nielsen	Water and Roads Superintendent
Kevin Maughan	Sewer Superintendent
Kade Maughan	Construction Inspector
Craig Neeley	Contract City Engineer
Brad Call	Parks Superintendent
Matt Draper	Power Superintendent
Jeremy Voth	Public Works Shop
J-U-B Engineers, Inc.	Contract Storm Water Inspector

SECTION 3: MINIMUM CONTROL MEASURES (MCM)

Hyrum City has developed a SWMP for compliance with the UPDES Storm Water Phase II Rule. The review of existing conditions and identification of storm water needs has provided the framework for identifying best management practices under the six minimum control measures. The aim of this SWMP is to reduce pollutant loads from storm water systems to the maximum extent practicable, protect water quality, and meet the requirements under the Clean Water Act. Best management practices are detailed in the following sections along with their measurable goals.

3.1 MCM 1 - Public Education and Outreach on Storm Water Impacts: Permit Section 4.2.1

Public education and outreach is key to the success of a SWMP. Through public education, people gain an understanding of how their actions affect storm water quality and become more informed about storm water quality issues in their community. When the public is aware of the impacts they have on their surroundings, they gain a sense of responsibility for those actions which can lead to greater compliance for the SWMP.

The public education program will target the following audiences:

- Residents
- Institutions, Industrial and Commercial Facilities
- Developers and Contractors
- MS4-owned or Operated Facilities

3.1.1 Regulatory Requirements

Permit Part 4.2.1 – Implement a public education and outreach program to promote behavior change by the public to reduce water quality impacts associated with pollutants in storm water runoff and illicit discharges. Outreach and educational efforts shall include a multimedia approach and shall be targeted and presented to specific audiences for increased effectiveness.

4.2.1.1 Target specific pollutants and pollutant sources determined by the Permittee to be impacting, or have the potential to impact, the beneficial uses of receiving water.

4.2.1.2 Provide and document information given to the general public of the Permittee's prohibitions against and the water quality impacts associated with illicit discharges and improper disposal of waste. The Permittee must at a minimum consider the following topics. These topics are not inclusive and the Permittee must focus on those topics most relevant to the community: maintenance of septic systems; effects of outdoor activities such as lawn care (use of pesticides, herbicides, and fertilizers); benefits of on-site infiltration of storm water; effects of automotive work and car washing on water quality; proper disposal of swimming pool water; and proper management of pet waste.

4.2.1.3 Provide and document information given to institutions, industrial, and commercial facilities on an annual basis of the Permittee's prohibition against and the water quality impacts associated with illicit discharges and improper disposal of waste.

4.2.1.4 Provide and document information given to engineers, construction contractors, developers, development review staff, and land use planners concerning the development of storm water

pollution prevention plans (SWPPPs) and BMPs for reducing adverse impacts from storm water runoff from development sites.

4.2.1.5 Provide and document information and training given to employees of Permittee owned or operated facilities concerning the Permittee's prohibition against and the water quality impacts associated with illicit discharges and improper disposal of waste.

4.2.1.6 Provide and document information and training given to MS4 engineers, development and plan review staff, land use planners, and other parties as applicable to learn about Low Impact Development (LID) practices, green infrastructure practices, and to communicate the specific requirements for post-construction control and the associated Best Management Practices (BMPs) chosen within the SWMP.

4.2.1.7 An effective program must show evidence of focused messages and audiences as well as demonstration that the defined goal of the program has been achieved. The Permittee must define the specific messages for each audience.

4.2.1.8 The Permittee must include written documentation or rationale as to why particular BMPs were chosen for its public education and outreach program.

Refer to the full UPDES General Permit for Discharges from Small Municipal Separate Storm Sewer Systems (MS4s) for detailed regulatory requirements.

3.1.2 BMPs Selected

The following BMPs have been selected to fulfill the requirements of the permit. Refer to the BMP codes in Appendix B for full fact sheets related to each BMP.

BMP/Code	BMP Description	Responsibility	Measurable Goal	Target Date
1.1 Municipal Website (EM)	Use the municipal website to inform the public of the issues associated with storm water pollution, details of the SWMP, and educational materials	Stephanie Fricke	Update website to reference SWMP	2016
			Update website to reflect annual reports, current SWMP events	Ongoing
1.2 Distribute Educational Materials-Residents (EM)	Distribute information to the public through the City Newsletter and annual utility bill insert	Keesha Rinderknecht	Bi-monthly City Newsletter	Ongoing
1.3 Distribute Educational Materials-Businesses' (EM)	Distribute information to institutions, industrial and commercial facilities through new licensing or renewal licensing	Stephanie Fricke	Complete as business licenses are obtained	Ongoing
1.4 Distribute educational Materials-Contractors & Developers (EM)	Distribute information to contractors and developers through available channels	Stephanie Fricke	Complete prior to zoning clearance	Ongoing

BMP/Code	BMP Description	Responsibility	Measurable Goal	Target Date
1.5 Annual Storm Water Fair (CESW)	Educate 4th grade students about the importance of storm water management and stewardship by participating in an annual storm water fair with Logan City	Stephanie Fricke	Document event activities and attendance	Annually

3.1.3 BMP Rationale

BMP	BMP Rationale
1.1 Municipal Website	The Storm Water website is a media approach that will provide information and resources to the public and demonstrate accountability for plan implementation.
1.2, 1.3, 1.4 Distribute Educational Materials	Use of public education materials is an effective means to provide information to the target audiences defined in Section 3.1. Public educational materials will address the impacts that polluted storm water runoff can have on water quality, hazards associated with illegal discharges, improper disposal of waste and ways the public can minimize their impact on storm water quality.
1.5 Annual Storm Water Fair	This school-based storm water fair provides fun and resourceful activities for students to learn about storm water and pollution prevention. This activity will help instill a conservation ethic in these children that will last a life-time. In addition, children will share this information with friends, siblings, and their families.

3.1.4 MCM 1 Resources and Documentation

Appendix C – Education Material Resources and Documentation

Appendix D – Annual Storm Water Fair Documentation

3.2 MCM 2 - Public Involvement/Participation: Permit Section 4.2.2

Public participation and involvement is important for the development of the SWMP. By encouraging input from diverse groups, there can be beneficial impacts to the development of the program. Members of the community can get involved in several ways. Possibilities for participation include serving as citizen representatives on a local storm water management panel, attending public hearings, working as citizen volunteers, or participating in volunteer monitoring efforts.

3.2.1 Regulatory Requirement

Permit Part 4.2.2 – Implement a program that complies with applicable State and Local public notice requirements.

4.2.2.1 Permittees shall adopt a program or policy directive to create opportunities for the public to provide input during the decision making processes involving the development, implementation and update of the SWMP document including development and adoption of all required ordinances or regulatory mechanisms.

*4.2.2.2 Make the revised SWMP document available to the public for review and input within **120** days from the effective date of this Permit.*

*4.2.2.3 A current version of the SWMP document shall remain available for public review and input for the life of the Permit. If the Permittee maintains a website, the latest version of the SWMP document shall be posted on the website within **120 days** from the effective date of this Permit and shall clearly denote a specific contact person and phone number or email address to allow the public to review and provide input for the life of the Permit.*

4.2.2.4 The Permittee must at a minimum comply with State and Local public notice requirements when implementing a public involvement/participation program.

Refer to the full UPDES General Permit for Discharges from Small Municipal Separate Storm Sewer Systems (MS4s) for detailed regulatory requirements.

3.2.2 BMPs Selected

The following BMPs have been selected to fulfill the requirements of the permit. Refer to Appendix B via the codes listed after the BMP in column one of the table below for full fact sheets related to each BMP.

BMP/Code	BMP Description	Responsibility	Measurable Goal	Target Date
2.1 Public Notice of Development of SWMP (PEP)	Provide public notice to citizens on progress of the development and implementation of the SWMP	Stephanie Fricke	Public notice in Herald Journal	2016
			Receive comments from the public	Ongoing
			Implementation Complete	2016
2.2 Volunteer Opportunities (CC)	Encourage citizens/scout troops/students to clean streams, banks and storm water detention basins by creating a list of projects	Stephanie Fricke	Keep updated list of potential project list	Ongoing
2.3 Storm Drain Marking (PEP)	Stencil, "Drains to Stream, Keep it Clean", on storm drain inlets	Stephanie Fricke	Identify possible inlets	Ongoing
2.4 Annual Spring Cleanup (CC)	Provide community dumpsters for a minimum of one week in springtime to collect spring cleanup garbage	Brad Call	Announce activity through website and City newsletter	Ongoing
2.5 Storm Water Steering Committee	Meet monthly/bi-monthly as required to assess progress and make adjustments to program as needed	Ron Salvesen	Conduct 6 to 12 meetings annually	Ongoing
2.6 Used Oil and Hazardous Waste Collection (HWM)	Encourage citizens to participate in oil and other hazardous waste collections through newsletters and City website	Keesha Rinderknecht	Send information out twice annually	Ongoing

3.2.3 BMP Rationale

BMP	BMP Rationale
2.1 Public Notice of Development of SWMP	To comply with federal, state, and local public notice requirements when implementing the SWMP.
2.2 Volunteer Opportunities	This BMP allows volunteer groups the opportunity to get involved in the community and aid in the implementation of the SWMP by performing service projects. These activities will help decrease the maintenance costs associated with storm water management.
2.3 Storm Drain Marking	Storm drain system inlets have historically proven to be locations for illegal dumping and all types of pollutants. Labeling catch basins should act to heighten public awareness about how most drainage systems are directly connected to receiving waters without any treatment. Requirements for developers to label storm drains in new communities will be adopted into the City's procedures.

BMP	BMP Rationale
2.4 Annual Spring Cleanup	Yard debris can become a source of storm water contamination when not taken care of properly. The annual spring cleanup ensures that citizens have a free and easy location where they can drop off yard debris for processing and reuse.
2.5 Storm Water Steering Committee	The storm water steering committee will evaluate the storm water program monthly/bi-monthly to evaluate progress and make adjustments to the program as needed to ensure compliance with the UPDES MS4 General Permit.
2.6 Used Oil and Hazardous Waste Collection	Used oil and other hazardous waste is a source of storm water contamination when not properly handled. By providing citizens with an affordable and easy option for correct disposal of oil and hazardous wastes prevents these substances from being illegally dumped into the storm water system.

3.2.4 MCM 2 Resources and Documentation

Appendix E – Public Participation Activities Log

3.3 MCM 3 - Illicit Discharge Detection and Elimination (IDDE): Permit Section 4.2.3

The IDDE MCM is intended to detect and eliminate discharges to the MS4 system that are not entirely composed of storm water. As identified in the Phase II UPDES permit, MS4 Permittees are required to develop a strategy to detect and eliminate illicit discharges to the storm drain system. All illicit discharge has been defined by the EPA as "any discharge into a separate storm sewer system that is not composed entirely of storm water."

3.3.1 Regulatory Requirement

Permit Part 4.2.3 – Revise as necessary, implement and enforce an IDDE program to systematically find and eliminate sources of non-storm water discharges from the MS4 and to implement defined procedures to prevent illicit connections and discharges according to the minimum performance measures.

4.2.3.1 Maintain a current storm sewer system map, showing the location of all outfalls with the names and location of all State waters that receive discharges from those outfalls, storm drain pipe and other storm water conveyance structures.

4.2.3.2 Effectively prohibit, through ordinance or other regulatory mechanism, non-storm water discharges to the MS4, including spills, illicit connections, illegal dumping and sanitary sewer overflows ("SSOs") into the storm sewer system and implement appropriate enforcement procedures and actions.

4.2.3.3 Implement a written plan to detect and address non-storm water discharges to the MS4, including spills, illicit connections, sanitary sewer overflows and illegal dumping.

4.2.3.4 Implement standard operating procedures (SOPs) or similar type of documents for tracing the source of an illicit discharge.

4.2.3.5 Implement standard operating procedures (SOPs) or similar type of documents for characterizing the nature of, and the potential public or environmental threat posed by, any illicit discharges found by or reported to the Permittee by the hotline or other telephone number described in 4.2.3.9.

4.2.3.6 Implement standard operating procedures (SOPs) or similar type of documents for ceasing the illicit discharge, including notification of appropriate authorities; notification of the property owner; technical assistance for removing the source of the discharge or otherwise eliminating the discharge; follow-up inspections; and escalating enforcement and legal actions if the discharge is not eliminated.

4.2.3.7 Permittees shall inform public employees, businesses, and the general public of hazards associated with illicit discharges and improper disposal of waste.

4.2.3.8 Permittees shall promote or provide services for the collection of household hazardous waste.

4.2.3.9 Permittees shall publicly list and publicize a hotline or other local telephone number for public reporting of spills and other illicit discharges. A written record shall be kept of all calls received, all follow-up actions taken, and any feedback received from public education efforts.

4.2.3.10 Permittees shall implement procedures for program evaluation and assessment which includes maintaining a database for mapping, tracking of the number and type of spills or illicit discharges identified; and inspections conducted.

4.2.3.11 Permittees shall at a minimum, ensure that all staff, contracted staff, or other responsible entities receives annual training in the IDDE program including identification, investigation, termination, cleanup, and reporting of illicit discharges including spills, improper disposal, and illicit connections.

All Permittees shall ensure that all new hires are trained immediately upon hire and annually thereafter, at a minimum.

Refer to the full UPDES General Permit for Discharges from Small Municipal Separate Storm Sewer Systems (MS4s) for detailed regulatory requirements.

3.3.2 BMPs Selected

The following BMPs have been selected to fulfill the requirements of the permit. Refer to Appendix B via the codes listed after the BMP in column one of the table below for full fact sheets related to each BMP.

BMP/Code	BMP Description	Responsibility	Measurable Goal	Target Date
3.1 Enforcement Plan (OD)	Implement enforcement plan to effectively prohibit illicit discharges	Stephanie Fricke	Continue to record violations and enforcement actions taken	Ongoing
3.2 Storm Drainage System Mapping (MSWD)	Maintain storm drainage system map to include any changes to the system	Public Works	Continue to compile a list of projects and post in City Newsletter and on the City's website	Ongoing
3.3 Dry Weather Screening (NSWD)	Dry weather screening of outfall locations on a routine basis	Public Works/J-U-B Engineers	Annual inspection reports will be kept at the Public Works Facility	Ongoing
3.4 Illicit Discharge Reporting Hotline (CH)	Continue to advertise and maintain a hotline for citizens to report illicit discharges	Stephanie Fricke	Log all calls and physical response to discharges reported	Ongoing
3.5 Employee Training (ET)	Annually train all employees on the IDDE program, train new hires immediately or prior to storm water work commencing.	Kade Maughan/J-U-B Engineers	Document training sessions and attendance	Ongoing

3.3.3 BMP Rationale

BMP	BMP Rationale
3.1 Enforcement Plan	An enforcement plan allows the City to effectively hold responsible parties accountable for actions that can harm storm water quality.
3.2 Storm Drainage System Mapping	This map will aid the City in providing an inventory of storm water components and target outfall locations for dry weather flows and other suspicious discharges. This resource will also help coordinate management activities to remove illicit connections and track storm drain system maintenance.
3.3 Dry Weather Screening	Dry weather flows are a potential indication of illicit discharges. Observation of each outfall location of evidence of discharge during dry weather will help City staff find and remove illicit discharges to the storm water system.

BMP	BMP Rationale
3.4 Illicit Discharge Reporting Hotline	A hotline will allow citizens to be involved in reporting illicit discharges that otherwise may go unnoticed.
3.5 Employee Training	Annual employee training will help ensure the City personnel can identify an illicit discharge and effectively respond to the incident.

3.3.4 MCM 3 Resources and Documentation

Appendix F – Dry Weather Screening Checklist
Dry Weather Screening Visual Storm Water Discharge Examination Report Form

Appendix G – Employee Training Record Forms

Appendix H – Illicit Discharge Response Procedures

3.4 MCM 4 - Construction Site Storm Water Runoff Control: Permit Section 4.2.4

Construction site storm water runoff control measures are designed to prevent soil and construction debris from entering the MS4 from construction sites. During construction activities, vegetation and topsoil are stripped away, making the area vulnerable to erosion. This process has generally been found to lead to high levels of sediment, phosphorus, nitrogen, pesticides, petroleum derivatives, construction chemicals, and solid wastes in receiving streams nationwide.

3.4.1 Regulatory Requirement

Permit Part 4.2.4 – Revise as necessary, implement and enforce a program to reduce pollutants in any storm water runoff to the MS4 from construction sites with a land disturbance of greater than or equal to one acre, including projects less than one acre that are part of a common plan of development.

4.2.4.1 Revise as necessary and enforce an ordinance or other regulatory mechanism that requires the use of erosion and sediment control practices at construction sites.

4.2.4.2 Develop a written enforcement strategy and implement the enforcement provisions of the ordinance or other regulatory mechanism.

4.2.4.3 Develop and implement SOPs or similar type of documents for pre-construction Storm Water Pollution Prevention Plan (SWPPP) review and keep records for, at a minimum, all construction sites 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, to ensure plans are complete and in compliance with State and Local regulations. Permittees shall keep records of these projects for five years or until construction is completed, whichever is longer.

4.2.4.4 All Permittees shall develop and implement SOPs or similar type of documents for construction site inspection and enforcement of construction storm water pollution control measures.

4.2.4.5 The Permittee must ensure that all staff whose primary job duties are related to implementing the construction storm water program, are annually trained to conduct these activities. The Permittee shall ensure that all new hires are trained upon hire and before commencing storm water related duties and annually thereafter, at a minimum.

4.2.4.6 All Permittees shall implement a procedure to maintain records of all projects disturbing 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. Permittees shall keep records of these projects for five years or until construction is completed, whichever is longer.

Refer to the full UPDES General Permit for Discharges from Small Municipal Separate Storm Sewer Systems (MS4s) for detailed regulatory requirements.

3.4.2 BMPs Selected

The following BMPs have been selected to fulfill the requirements of the permit. Refer to Appendix B via the codes listed after the BMP in column one of the table below for full fact sheets related to each BMP.

BMP/Code	BMP Description	Responsibility	Measurable Goal	Target Date
4.1 Conduct Routine Inspections (CCIT)	Conduct routine inspections of all active construction sites	J-U-B Engineers	Site inspection reports using State Inspection Form	Ongoing
4.2 Reporting Hotline (CH)	Advertise and maintain a reporting hotline for the public to report construction site problems. Publish on construction site signage.	Stephanie Fricke	Log all calls and physical response to discharges reported	Ongoing
4.3 Pre-construction meetings (ECP)	Hold pre-construction meetings to address storm water related issues.	Kade Maughan/J-U-B Engineers	Hold pre-construction meetings making sure contractor has SWPPP and other proper documentation prepared	Ongoing
4.4 Verify contractor permits (ECP)	Throughout the construction process review and make sure contractor permits are current.	Kade Maughan/J-U-B Engineers	Review contractor permit coverages throughout project	Ongoing
4.5 Identify priority construction sites (LUPM)	Determine areas that are high priority construction sites regarding the potential to affect water quality.	Kade Maughan/J-U-B Engineers	Create a construction site log of high priority areas.	Ongoing
4.6 Contractor training	Document and attend annual contractor training through Logan City		Participate in Logan City contractor training annually	Annually

3.4.3 BMP Rationale

BMP	BMP Rationale
4.1 Conduct Routine Inspections	To ensure adequate operation and maintenance of BMPs for erosion and sediment control.
4.2 Reporting Hotline	To utilize citizen involvement to enforce construction site runoff controls and ensure that site contractors are obtaining permits.
4.3 Pre-Construction Meetings	To allow for an opportunity to discuss water quality and storm water issues that may need to be addressed prior to construction. Review and approval of SWPPP and associated BMPs for each construction project.
4.4 Verify Contractor Permits	To make sure that contractors permits are active during construction projects.

BMP	BMP Rationale
4.5 Identify Priority Construction Sites	To determine sites that may have an adverse effect on water quality within the MS4 and allow for proper oversight in those areas.
4.6 Contractor training	Contractor training will provide the opportunity for contractors in the valley to understand the importance of water quality and the effects of storm water.

3.4.4 MCM 4 Resources and Documentation

Appendix I – Preconstruction Meeting Storm Water Agenda
UPDES Storm Water Inspection Evaluation Form for SWPPP Compliance
SWPPP Compliance Inspection Form

3.5 MCM 5 - Long-term Storm Water Management in New Development and Redevelopment (Post-Construction Storm Water Management): Permit Section 4.2.5

3.5.1 Regulatory Requirement

Permit Part 4.2.5 – Revise as necessary, implement and enforce a program to address post-construction storm water runoff to the MS4 from new development and redevelopment construction sites disturbing greater than or equal to one acre, including projects less than one acre that are part of a larger common plan of development.

4.2.5.1 Develop and adopt an ordinance or other regulatory mechanism that requires long-term post-construction storm water controls at new development and redevelopment sites.

4.2.5.2 Implement an enforcement strategy and implement the enforcement provisions of the ordinance or other regulatory mechanism.

4.2.5.3 The Permittee's new development/redevelopment program must have requirements or standards to ensure that any storm water controls or management practices for new development and redevelopment will prevent or minimize impacts to water quality.

4.2.5.4 All Permittees shall adopt and implement procedures for site plan review which evaluate water quality impacts. The procedures shall apply through the life of the project from conceptual design to project closeout.

4.2.5.5 All Permittees shall adopt and implement SOPs or similar type of documents for site inspection and enforcement of post-construction storm water control measures.

4.2.5.6 Permittees shall ensure that all staff involved in post-construction storm water management, planning and review, and inspections and enforcement receive adequate training on an annual basis. The Permittee shall ensure that all new hires are trained upon hire and before commencing storm water related duties and annually thereafter, at a minimum.

4.2.5.7 The Permittee must maintain an inventory of all post-construction structural storm water control measures installed and implemented at new development and redeveloped sites 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. This inventory shall include both public and private sector sites located within the Permittee's service area.

Refer to the full UPDES General Permit for Discharges from Small Municipal Separate Storm Sewer Systems (MS4s) for detailed regulatory requirements.

3.5.2 BMPs Selected

The following BMPs have been selected to fulfill the requirements of the permit. Refer to Appendix B via the codes listed after the BMP in column one of the table below for full fact sheets related to each BMP.

BMP/Code	BMP Description	Responsibility	Measurable Goal	Target Date
5.1 Conduct Periodic Inspections (BMPIM)	Conduct periodic inspections of post-construction sites	Kade Maughan/J-U-B Engineers	Site inspection reports using State Inspection Form	Ongoing
5.2 Update ordinance, standards or design specifications to incorporate LID (OD)	Incorporate LID design into city ordinances, design standards and design specifications.	Ron Salvesen	Completed update for ordinance, standards and specifications.	2016
5.3 Implement 90th percentile storm design (ECDS)	Apply updated design standards to projects within the MS4.	Craig Neeley/J-U-B Engineers	Have design standards for 90th percentile storm design.	2016
5.4 Development of maintenance agreements (OD)	Utilize maintenance agreements for long-term storm water BMPs maintenance and upkeep.	Ron Salvesen/J-U-B Engineers	Have maintenance agreements complete.	2016
5.5 Provide adequate training (ET)	Annually train all employees on the long-term storm water management program, train new hires immediately or prior to storm water work commencing.	J-U-B Engineers	New employees – Immediately All others – Annually	Ongoing

3.5.3 BMP Rationale

BMP	BMP Rationale
5.1 Conduct Periodic Inspections	Conduct periodic inspections of post-construction sites to ensure adequate implementation of the SWPPP.
5.2 Update ordinance, standards or design specifications to incorporate LID	Create updated City documents so that new LID design can take place within the MS4.
5.3 Implement 90th percentile storm design	Implement new storm water design that will improve water quality within the MS4 and return development nearer to pre-construction conditions.

BMP	BMP Rationale
5.4 Development of Maintenance Agreements	Provide an enforceable agreement for maintenance of long-term storm water BMPs throughout the MS4.
5.5 Provide Adequate Training	Annual employee training will help ensure the City personnel can address all long-term storm water management practices.

3.5.4 MCM 5 Resources and Documentation

Appendix J – UPDES Storm Water Inspection Evaluation Form for SWPPP Compliance

3.6 MCM 6 - Pollution Prevention and Good Housekeeping for Municipal Operations: Permit Section 4.2.6

Municipalities perform multiple activities throughout their daily operations that have the potential to impact water quality. With the adoption and implementation of storm water management policies and procedures, Hyrum City will protect storm water quality. A variety of municipal operations will be affected by storm water management policies and procedures. These municipal operations include, but are not limited to, parks maintenance, open space management, roads and right-of-way maintenance, water and wastewater utilities, fleet and building maintenance, City construction projects, and storm water system maintenance.

3.6.1 Regulatory Requirement

Permit Part 4.2.6 – Implement a program that includes standard operating procedures (SOPs), pollution prevention BMPs, storm water pollution prevention plans or similar type of documents, and a training component that have the ultimate goal of preventing or reducing the runoff of pollutants to the MS4 and Waters of the State.

4.2.6.1 Permittees shall develop and keep current a written inventory of Permittee-owned or operated facilities and storm water controls.

4.2.6.2 All Permittees shall assess the written inventory of Permittee-owned or operated facilities, operations and storm water controls identified in Part 4.2.6.1. for their potential to discharge to storm water the following typical urban pollutants: sediment, nutrients, metals, hydrocarbons (e.g., benzene, toluene, ethylbenzene and xylene), pesticides, chlorides, and trash.

4.2.6.3 Based on the assessment required in Part 4.2.6.2., the Permittee must identify as "high-priority" those facilities or operations that have a high potential to generate storm water pollutants.

*4.2.6.4 Within **180 days** from the effective date of this Permit, the Permittee shall develop and implement a Storm Water Pollution Prevention Plan (SWPPP) or similar type document for each "high-priority" Permittee-owned or operated facility.*

4.2.6.5 The following inspections shall be conducted at "high priority" Permittee-owned or operated facilities: weekly visual, quarterly comprehensive and quarterly visual observation of storm water discharges.

4.2.6.6 SOPs shall be developed and implemented for the following types of facilities and/or activities listed below: buildings and facilities, material storage areas, heavy equipment storage areas and maintenance areas, parks and open space, vehicle and equipment, roads, highways and parking lots, storm water collection and conveyance system, and other facilities and operations.

4.2.6.7 If a Permittee contracts with a third-party to conduct municipal maintenance or allows private developments to conduct their own maintenance, the contractor shall be held to the same standards as the Permittee.

4.2.6.8 The Permittee must develop and implement a process to assess the water quality impacts in the design of all new flood management structural controls that are associated with the Permittee or that discharge to the MS4.

4.2.6.9 Public construction projects shall comply with the requirements applied to private projects.

4.2.6.10 The Permittee shall ensure that all employees, contracted staff, and other responsible entities that have primary construction, operation, or maintenance job functions that are likely to impact storm water quality receive annual training. The Permittee shall identify target individuals to participate in

the training sessions and ensure that all such employees receive training upon being hired and annually thereafter, at a minimum.

Refer to the full UPDES General Permit for Discharges from Small Municipal Separate Storm Sewer Systems (MS4s) for detailed regulatory requirements.

3.6.2 BMPs Selected

The following BMPs have been selected to fulfill the requirements of the permit. Refer to Appendix B via the codes listed after the BMP in column one of the table below for full fact sheets related to each BMP.

BMP/Code	BMP Description	Responsibility	Measurable Goal	Target Date
6.1 Municipal Employee Training (ET)	Develop and provide employee training to prevent and reduce storm water pollution	Ron Salvesen	Document training sessions and attendance	Ongoing
6.2 SOPs (ET)	Maintain standard operating procedures (SOPs) to prevent and reduce storm water runoff	Kade Maughan	SOPs in Appendix L	Ongoing
6.3 Street and Parking Lot Sweeping (SC)	Routine removal of debris from streets and city owned parking lots	Kade Maughan	All streets will be swept annually and documented; all city owned parking lots will be swept annually and documented	Ongoing
6.4 Cleaning of Catch Basins, Retention Ponds, and Other Drainage System Conveyances (BMPIM, CBC)	Routine inspection and removal of accumulated debris from catch basin sumps, retention ponds, and other drainage system conveyances. Include all facility inspections.	Kade Maughan	All storm water catch basin sumps, retention ponds, and other storm water conveyances will be cleaned annually and documented	Ongoing
6.5 Spill Prevention and Response (HP, MU, SCU)	Implement site specific spill prevention and response plans; store spill cleanup kits near high risk areas	Kevin Maughan	Respond to all spills within 15 minutes and maintain records of reported spills and response activities	Ongoing
6.6 Litter Control (CC)	Continue programs to collect litter from parks, public facilities, parking lots and other City facilities on a regular basis	Brad Call	Continue programs to collect litter on a regular basis with proper disposal	Ongoing
6.7 SWPPP development (HP)	Develop a SWPPP for all "high-priority" areas.	Kade Maughan/J-U-B Engineers	SWPPP is developed for all "high-priority" areas	2016

3.6.3 BMP Rationale

BMP	BMP Rationale
6.1 Municipal Employee Training	Annual employee training will help ensure the City personnel do not, through their daily operations, adversely impact storm water quality.
6.2 SOPs	Standard operating procedures provide employees with a set of instructions for City operations that directly impact storm water.
6.3 Street and Parking Lot Sweeping	Sweeping streets and publicly maintained parking lots is an effective way to remove debris prior to it entering the storm water collection system.
6.4 Cleaning of Catch Basins, Retention Ponds, and Other Drainage System Conveyances	Storm water catch basin sumps only function to remove debris if adequate space is available in the sump portion of the catch basin. Routine maintenance will ensure debris carried by storm water is collected in the sump. Annual removal of vegetation, debris, and garbage from drainage conveyance systems and retention ponds will extended the service life of the system and reduce maintenance costs.
6.5 Spill Prevention and Response	Intercepting and cleaning up spills prior to entry into the storm water collection system prevents discharge of these materials to the environment.
6.6 Litter Control	Routine collection of litter will prevent material from being introduced to the storm water system.
6.7 SWPPP Development	A SWPPP for all “high-priority” areas will limit the water quality impact that those areas have within the MS4.

3.6.4 MCM 6 Resources and Documentation

Appendix K – Employee Training Record Forms

Appendix L – Standard Operating Procedures

Appendix M – Street Sweeping Log

Appendix N – Catch Basin Cleaning Log

Appendix O – Spill Response Log

Appendix P – Litter Control Activities Log

Appendix Q – Hyrum City Parks Inspection

SECTION 4: MONITORING AND REPORTING

The purpose of monitoring and reporting is to document successful implementation of the SWMP. The General Permit requires annual review of the SWMP document in conjunction with preparation of the annual report.

The City will monitor the implementation of its program and the overall effectiveness by measuring and reporting the data discussed in the individual Minimum Control Measures sections discussed above.

In general, four types of data will be collected:

- Progress establishing BMPs that are developed during the SWMP implementation period, or establishing existing BMPs in newly identified permit areas
- Training City staff (and contractors as appropriate)
- Objective measures of ongoing BMPs such as public participation or education outreach
- Response time and results of pollution cleanup.

The City will evaluate both current conditions and BMP effectiveness and, as appropriate, update BMPs and measurable goals to achieve the objective of meeting water quality standards to the Maximum Extent Practicable. It may be necessary to expand or better tailor existing BMPs after implementing the minimum control measures described in this SWMP. Such changes would be based on the results of monitoring provided in the annual reports and developed in consultation with the Division.

4.1 Form and Content of Annual Report: Permit Part 5.5

The permit requires that the City review the SWMP annually, report on activities and make any updates that might be required. The annual reports should use the form provided by the State. Generally, the annual report should include the following information:

- The status of compliance with permit conditions, including an assessment of the appropriateness of the selected BMPs and progress toward achieving the selected measurable goals for each minimum measure;
- Results of any information collected and analyzed, including monitoring data if any;
- A summary of the storm water activities planned for the next reporting cycle;
- A change in any identified BMP or measurable goals for any minimum measure; and
- Notice of relying on another governmental entity to satisfy some of the permit obligations (if applicable).

Reports for a permitting year of July 1 to June 30 are due the following October 1.

4.2 Reporting and Compilation of Data

The City is developing a central reporting system to allow a web-based reporting of BMPs. This Citywide program is intended to track BMP selection and implementation, identify schedules for all facilities, and provide opportunity for feedback and clarification on BMPs. Report results will be used directly in the annual report to identify BMPs implemented by the City. Pursuant to the State's "General Permit," the City

will retain storm water records for five years. Each department responsible for implementing substantive elements of the SWMP will be directed to keep their records.

SECTION 5: SWMP MODIFICATIONS

This SWMP is a "living" document and is required to be modified and updated, as necessary, in response to corrective actions and changes to control measures. As changes are made to BMPs, due to ineffectiveness or feasibility issues, the State should be notified with a brief analysis of the reason for replacement or modification. When a modification is made then the SWMP Certification statement in Appendix R of this report must be re-signed.