

Storm Water Management Program Plan (SWMPP)
Gadsden-Etowah MS4 Entities
Gadsden, Etowah County, Alabama
S&ME Project No. 4482-14-028



Prepared for:
Gadsden-Etowah MS4

Prepared by:
S&ME, Inc.
360D Quality Circle NW, Ste 450
Huntsville, AL 35806

October 26, 2016



January 1, 2017

Attention: Gadsden-Etowah MS4 Steering Committee

Reference: **Storm Water Management Program Plan (SWMPP)**
Gadsden-Etowah MS4 Entities
Gadsden, Etowah County, Alabama
S&ME Project No. 4482-14-028

Dear Gadsden-Etowah MS4 Steering Committee:

S&ME, Inc. has prepared the attached Storm Water Management Program (SWMPP) for the Gadsden-Etowah Phase II Small Municipal Separate Storm Sewer System in accordance with S&ME Proposal No. 44-16000420 REV 2, dated October 18, 2016.

S&ME, Inc. appreciates the opportunity to provide our services to the City of Gadsden, Rainbow City, City of Hokes Buff, City of Southside, City of Glencoe, City of Attalla, and Etowah County. If you should have questions concerning this report, or if additional information is required, please contact us.

Sincerely,

S&ME, Inc.



Christa C. Lyons
Project Manager



Charles Olige, P.E.
Senior Engineer



STORM WATER MANAGEMENT PROGRAM

JANUARY 1, 2017

Gadsden, Alabama Urbanized Area
Phase II Small MS4 NPDES General Permit

Gadsden-Etowah MS4 Entities

City of Attalla - ALR040052
City of Gadsden - ALR040053
City of Glencoe - ALR040054
City of Hokes Bluff - ALR040055
City of Rainbow City - ALR040056
City of Southside - ALR040057
Etowah County - ALR040009

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1.0 Introduction

S&ME, Inc. has prepared this Storm Water Management Program Plan (SWMPP) for the Gadsden – Etowah MS4 Entities that comprise the *Gadsden, Alabama Urbanized Area Phase II* Small Municipal Separate Storm Sewer System in accordance with S&ME Proposal No. 44-15-217, dated June 30, 2015 and Proposal No. 44-1600450, dated October 7, 2016. The urbanized area consists of the following entities (jurisdictions): The City of Gadsden, City of Rainbow City, City of Southside, City of Glencoe, City of Hokes Bluff, City of Attalla, and portions of unincorporated Etowah County.

Authorization date and responsible official for each entity are provided in Table 1.1.

Table 1-1: Responsible Officials and Authorization Dates

Entity	Name	Date
City of Attalla	Larry Means, Mayor	August 5, 2015
City of Gadsden	Sherman Guyton, Mayor	July 29, 2015
City of Glencoe	Charles C. Gilchrist, Mayor	July 14, 2015
City of Hokes Bluff	Jeff Cheatwood, Mayor	August 14, 2015
City of Rainbow City	Terry John Calhoun, Mayor	October 27, 2016
City of Southside	Wally Burns, Mayor	July 9, 2015
Etowah County	Larry Payne, President	July 21, 2015

The SWMPP is required by Part III of the Alabama Department of Environmental Management (ADEM) National Pollutant Discharge Elimination System (NPDES) General Permit ALR040000 for discharges from regulated small municipal separate storm sewer systems (MS4) with an effective date of October 1, 2016. Permit numbers for each entity are provided in Table 1.2.

Table 1-2: Permit Numbers for MS4 Entities

Entity	ADEM Permit Number
City of Attalla	ALR0400052
City of Gadsden	ALR0400053
City of Glencoe	ALR0400054
City of Hokes Bluff	ALR0400055
City of Rainbow City	ALR0400056
City of Southside	ALR0400057
Etowah County	ALR0400009



1.1 Permit History

The Storm Water Phase II Final Rule issued by the United States Environmental Protection Agency (USEPA) in 1999 requires nationwide coverage of all operators of small MS4s located within the boundaries of an "urbanized area" as defined by the latest decennial Census. Based on the results of the 2010 census, the Bureau of the Census designated the *Gadsden, Alabama Urbanized Area* to include the City of Attalla, the City of Gadsden, the City of Glencoe, the City of Hokes Bluff, City of Rainbow City, the City of Southside, and portions of unincorporated Etowah County. A map outlining the approximate boundary of the *Gadsden, Alabama Urbanized Area* is included in **Appendix A, Figure 1**.

The *Gadsden, Alabama Urbanized Area* initially applied for and received a NPDES MS4 Phase II General Permit from the ADEM in 2003. The five-year permit expired on March 9, 2008. A Notice of Intent for renewal of the permit was submitted 180 days prior to expiration and permit coverage was extended through re-issuance of the MS4 Phase II General Permit ALR04-0009 with an effective date of February 1, 2011. This permit expired on February 1, 2016 and was administratively continued. A Notice of Intent for renewal of the permit was submitted by each entity 180 days prior to expiration; therefore the permit coverage was extended until the Alabama Department of Environmental Management (ADEM) issued a separate permit for each entity with an effective date of October 1, 2016. Maps outlining the approximate urbanized area and city limits for each entity are included in their corresponding appendix.

A copy of the NPDES General Permit is included in **Appendix B**.

1.2 Storm Sewer System

A Municipal Separate Storm Sewer System (MS4) is defined by 40 CFR Part 122.26(b)(8) to be a conveyance or system of conveyances (including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, man-made channels, or storm drains) that is:

- (i) Owned or operated by a State, city, town, borough, county, parish, district, association, or other public body (created by or pursuant to State law) having jurisdiction over disposal of sewage, industrial wastes, storm water, or other wastes, including special districts under State law such as a sewer district, flood control district or drainage district, or similar entity, or an Indian tribe or an authorized Indian tribal organization, or a designated and approved management agency under section 208 of the CWA that discharges to waters of the United States;
- (ii) Designed or used for collecting or conveying storm water;
- (iii) Not a combined sewer; and,
- (iv) Not part of a Publicly Owned Treatment Works (POTW) as defined at 40 CFR 122.2.

1.3 Area and Population Description

The *Gadsden, Alabama Urbanized Area* is located in northeast Alabama and encompasses approximately 38,223 acres. Populations of each entity covered by the referenced NPDES General Permits are shown in the following table.

**Table 1-3: Populations from 2000 and 2010 Census**

Entity	2000 Census Population	2010 Census Population
City of Attalla	6,592	6,048
City of Gadsden	38,978	36,856
City of Glencoe	5,152	5,160
City of Hokes Bluff	4,149	4,286
City of Rainbow City	8,428	9,602
City of Southside	7,036	8,412

* Total for the county, including municipalities

1.4 Hydrologic Units in the Urbanized Area

Neely Henry Lake (Coosa River) is the primary receiving water for the Gadsden-Etowah MS4. Hydrologic Hierarchy, Watersheds, and Subwatersheds are provided in the tables below.

Table 1-4: Hydrologic Hierarchy

REGION	03	South Atlantic-Gulf
SUBREGION	0315	Alabama River Basin
BASIN	031501	Coosa-Tallapoosa: Above the confluence of and including the Coosa and Tallapoosa River Basins
SUBBASIN	03150106	Middle Coosa

Table 1-5: Watersheds in the Urbanized Area

Watershed	HUC
Coosa River-Black Creek	03150106-01
Big Wills Creek	03150106-02
Coosa River-Big Canoe Creek	03150106-03

Table 1-6: Subwatersheds in the Urbanized Area

SUBWATERSHED	HUC	TOTAL AREA (ACRES)
Little Wills Creek	03150106-01-06	18,121
Black Creek	03150106-01-07	40,879
Horton Creek	03150106-01-08	16,902
Dry Creek	03150106-02-02	9,778
Big Cove Creek	03150106-02-03	18,028



Turkey Town Creek	03150106-02-04	57,474
Little Canoe Creek - Lake Sumatanga	03150106-03-04	20,260
Lower Big Canoe Creek	03150106-03-06	33,299
Coosa River - H. Neely Henry Lake	03150106-03-09	46,439
Lower Hatchee Creek	03150106-04-05	19,980

1.5 Water Quality Concerns

Section 303(d) of the Clean Water Act (CWA), as amended by the Water Quality Act of 1987, and EPA's Water Quality Planning and Management Regulations (40CFR130) require states to identify waterbodies not in compliance with the water quality standards applicable to their designated use classifications. The identified waters are prioritized based on severity of the pollution. Section 303(d) then requires that total maximum daily loads (TMDLs) be determined for all pollutants causing violation of applicable water quality standards in each identified segment. The TMDL process establishes the allowable loading of pollutants, or other quantifiable parameters for a waterbody, based on the relationship between pollution sources and in-stream water quality conditions.

As mentioned in Section 1.3, Neely Henry Lake is the primary receiving water for the Gadsden-Etowah MS4. In 1996, the ADEM identified five of the six reservoirs on the Coosa River within the State of Alabama's borders as being impaired, including Neely Henry Lake. The following table summarizes the impaired segments of Neely Henry Lake.

Table 1-7: Impaired Waterbody Segments in the Urbanized Area

ASSESSMENT UNIT ID	WATERBODY NAME	USES	CAUSES	SOURCES
AL03150106-0309-101	Coosa River (Neely Henry Lake)	Swimming Fish & Wildlife	Nutrients pH Organic Enrichment (CBOD, NBOD)	Industrial Municipal Flow regulation/modification Upstream sources
AL03150106-0309-102	Coosa River (Neely Henry Lake)	Fish & Wildlife	Nutrients pH Organic Enrichment (CBOD, NBOD)	Industrial Municipal Flow regulation/modification Upstream sources
AL03150106-0104-101	Coosa River (Neely Henry Lake)	Fish & Wildlife	Nutrients pH Organic Enrichment (CBOD, NBOD) Priority Organics (PCBs)	Industrial Municipal Flow regulation/modification Upstream sources Contaminated sediments
AL03150106-0104-102	Coosa River (Neely Henry Lake)	Public Water Supply Fish & Wildlife	Nutrients pH Organic Enrichment (CBOD, NBOD)	Industrial Municipal Flow regulation/modification

**Table 1-7: Impaired Waterbody Segments in the Urbanized Area**

ASSESSMENT UNIT ID	WATERBODY NAME	USES	CAUSES	SOURCES
			Priority Organics (PCBs)	Upstream sources Contaminated sediments

Sources of nutrient and organic enrichment from non-point sources within the Coosa River watershed include:

- Runoff from pastures
- Runoff from animal operations
- Direct discharge to streams due to cattle
- Improper land application of animal waste
- Failing septic systems
- Urban runoff

Point source contributors of storm water pollution within the Coosa River watershed include:

- Discharge from wastewater treatment plants
- Discharge from industrial operations

In 2008 the EPA approved TMDLs for Neely Henry Lake related to Nutrients (Total Phosphorous), pH, and Dissolved Oxygen. The Gadsden-Etowah MS4 is required to achieve a **30% reduction in Total Phosphorus discharge loading**.

Part IV.D of the NPDES General Permit requires that the SWMPP include BMPs and control measures specifically targeted to achieve the waste load allocations prescribed in the TMDL. The SWMPP must also include monitoring provisions to document that the waste load allocations prescribed in the TMDL are being achieved.

1.6 Coordination Between Entities

Each of the eight entities will provide at least one member to the Gadsden-Etowah Storm Water Steering Committee. Each entity will be responsible for providing the required annual updates and monitoring data to the Steering Committee.

Coordination between departments and individuals internal to each of the eight entities is established in each section of the Plan specific to the individual entities.

In March 2014, the Gadsden-Etowah Storm Water Steering Committee developed an Illicit Discharge Detection and Elimination (IDDE) Program for the entities to collectively use as a guidance. The IDDE Program is included in **Appendix C**.



1.7 Responsible Party

Each entity is responsible for the coordination and implementation of their entity's Storm Water Management Plan. Each entity provides a representative to participate on the Storm Water Steering Committee for the urbanized area. The Storm Water Steering Committee is responsible for the implementation of the monitoring plan. Current membership of the Storm Water Steering Committee is as follows:

Table 1-8: MS4 Storm Water Steering Committee

ENTITY	CONTACT	PHONE NO.	EMAIL
City of Gadsden	Jeramy Ward	256-549-4527	jward@cityofgadsden.com
City of Gadsden	Heath Williamson	256-549-4520	hwilliamson@cityofgadsden.com
City of Attalla	Jason Nicholson	256-441-9200	j.nicholson@attallacity.com
City of Rainbow City	Kevin Ashley	256-413-1240	kashley@rbcalabama.com
City of Southside	Jimmy Whittemore	256-442-9775 Ext. 103	jwhittemore@cityofsouthside.com
City of Glencoe	Brian Bramblett	256-492-1424	brianbramblett@cityofglencoe.net
City of Hokes Bluff	Lisa Johnson	256-492-2414	hbcity@cityofhokesbluff.net
Etowah County	Tim Graves	256-549-5358	tgraves@etowahcounty.org
Etowah County	Robert Nail	256-549-5358	Rnail@etowahcounty.org

1.8 Annual Review

The Storm Water Management Plan will be reviewed annually by the each entity in preparation for the annual report required by Part V of the NPDES General Permit. The Storm Water Steering Committee will review the monitoring plan annually.

An annual report will be prepared by each entity for submittal to ADEM.

1.9 Updates to the SWMPP

The SWMPP may be updated following the procedures laid out in Part IV.B.2 of the NPDES General Permit. Changes to the SWMPP adding components, controls, or requirements may be made at any time, provided the ADEM is notified in writing. The changes must also be documented in the annual report.

Permission to make changes to the SWMPP to remove or replace components, controls, or requirements must be requested from the ADEM a minimum of 60 days prior to making the change. If the request is denied, the ADEM will provide a written response giving the reason for the decision.

1.10 SWMPP Components

Part III.B of the NPDES General Permit requires that the Permittee develop and implement a storm water management program that includes the following five minimum control measures:



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

Program details pertaining to each entity within the urbanized area are outlined in the following

2.0 Storm Water Monitoring

2.1 Rationale Statement

As discussed in Section 1.4, the Gadsden-Etowah MS4 currently discharges to an impaired waterbody. Part IV.D.1(c) of the NPDES General Permit requires that the SWMPP include a monitoring plan to assess the effectiveness of the BMPs in achieving the waste load reductions/allocations outlined in the TMDL.

The intent of the proposed monitoring program is to evaluate the effectiveness of the City's BMPs in achieving the required reduction as established in the TMDL and to generally evaluate overall water quality. Where deviations are documented and/or expected, the collected monitoring data will be used to determine the extent and cause of the pollutant of concern.

2.2 Monitoring Parameters

The Gadsden-Etowah MS4 is required to achieve a **30% reduction in Total Phosphorus discharge loading**. To demonstrate the MS4's compliance with the established waste load reduction, the MS4 will conduct monitoring along the Coosa River throughout the *Gadsden, Alabama Urbanized Area* using grab sampling and manual field and laboratory analyses.

Both point and non-point sources of particulate and dissolved phosphorous are linked to runoff.

Particulate phosphorous moves primarily by soil erosion. Dissolved phosphorous may result from leaking septic systems, animal wastes, or the over-application of fertilizer. The greatest opportunity for excess phosphorous loading into the Coosa River from the Gadsden-Etowah MS4 is likely to occur during runoff events; therefore, **monitoring will be conducted within 72 hours of a qualifying rain event of 0.75 inch**.

Monitoring parameters were selected to indicate the effectiveness of the BMPs outlined in the *Gadsden, Alabama Urbanized Area* Storm Water Management Program. In addition to total phosphorous, parameters related to soil erosion (sedimentation) and eutrophication (nutrient enrichment) were also selected for monitoring.

Monitoring will be conducted **quarterly** at the designated outfalls to Neely Henry Lake for the following parameters:

- Total Suspended Solids (TSS)
- Total Phosphorous
- Orthophosphate
- Nitrate-Nitrite
- Total Kjeldahl Nitrogen (TKN)

The following parameters will also be measured in the field at the time of sample collection:

- Turbidity
- pH



- Dissolved Oxygen (DO)
- Temperature

2.3 Field Documentation

The following observations were documented in the field at each monitoring location:

- Monitoring point ID
- Date and time
- Person conducting the sampling
- Equipment used
- Depth of sample collection
- Weather conditions
- Waterbody conditions
- Field parameters (turbidity, pH, DO, temperature)

2.4 Sampling Procedures

Samples collected on land will be obtained from approximately the mid-channel of each stream using a stainless steel 1-quart bucket attached to either a 30-foot telescoping fiberglass pole or nylon rope. S&ME personnel will extend the sampling bucket to mid-channel at each location and collect a sample at mid-depth or two (2) feet below the water surface, whichever was shallower. The sample will then be poured into a 6-quart stainless steel bucket. Four to five quarts will be collected and mixed in the 6-quart bucket prior to analysis. The stainless steel buckets will be decontaminated prior to use and between samples.

Samples collected from the boat will be obtained using a horizontal Van Dorn sampler. S&ME personnel will insert the sampler into the water upstream of the boat, lower it to a depth of five (5) feet below the water surface then trigger the seals. The collected sample will be discharged from a valve in the sampler. A total of two, 2-liter samples will be collected from each location then mixed in a 6-quart stainless steel bucket. The Van Dorn sampler will be decontaminated prior to use and in between samples.

2.5 Monitoring Locations

A series of primary monitoring locations have been identified along the river and in contributing tributaries at points determined to be representative of the typical land uses in the sub-watersheds.

The primary monitoring locations selected for determining compliance of the Gadsden-Etowah MS4 with the 2008 phosphorous TMDL are identified on the map in **Appendix A, Figure 2**. Coordinates for each point are listed in the table below. Secondary monitoring locations will be selected in the event monitoring of the primary points indicates a need for further assessment of a tributary to the Coosa River.

Table 2-1: Monitoring Point Coordinates

OUTFALL ID	LATITUDE	LONGITUDE	ACCESS	WATERBODY EVALUATED
AT 5	34.006446°	-86.069061°	LAND	Big Wills Creek / Little Wills Creek
GD 8	33.999535°	-86.024463°	LAND	Black Creek



Storm Water Management Program Plan (SWMPP)

Gadsden-Etowah MS4 Entities

Gadsden, Etowah County, Alabama

S&ME Project No. 4482-14-028

OUTFALL ID	LATITUDE	LONGITUDE	ACCESS	WATERBODY EVALUATED
RC 2	33.967683°	-86.039476°	LAND	Horton Creek
SS 13	33.891352°	-86.049229°	LAND	Neely Henry Lake
SS 14	33.885921°	-86.030683°	LAND	U.T. to Neely Henry Lake
GD 12	33.952567°	-86.003495°	LAND	U.T. to Neely Henry Lake
CO 14	33.940904°	-85.967704°	LAND	U.T. to Neely Henry Lake
SME 2	34.002461°	-86.001571°	LAND	U.T. to Coosa River
GD 6	34.015350°	-85.995617°	LAND	Town Creek
CO 15	33.972280°	-85.965354°	LAND	U.T. to Neely Henry Lake
RC 14	33.905786°	-86.111656°	BOAT	Rook Creek / Dry Creek
SS 5	33.941329°	-86.021569°	BOAT	U.T. to Coosa River
SME 1	33.990184°	-86.004048°	BOAT	Big Wills Creek / Black Creek
GD 9	33.989718°	-85.998472°	BOAT	U.T. to Coosa River (East Gadsden)
GD 7	34.008361°	-85.999777°	BOAT	Storm sewer outfall to Coosa River
GD 5	34.014324°	-85.924013°	BOAT	Big Cove Creek / Little Cove Creek
GD 3	34.012380°	-85.953651°	BOAT	U.T. to Neely Henry Lake
SME 3	34.009698°	-85.956230°	BOAT	Coal Creek
HB 3	34.002129°	-85.882808°	BOAT	U.T. to Neely Henry Lake

2.6 Quality Assurance / Quality Control

Quality Assurance (QA) and Quality Control (QC) activities are designed to achieve the specific data quality goals associated with the sampling program and will follow EPA and ADEM guidance.

2.6.1 Sample Containers and Preservation

All samples will be collected in new laboratory-provided containers containing analyte-appropriate preservatives as listed below:

Table 2-2 Sample Containers and Preservation

PARAMETER	CONTAINER	PRESERVATIVE	HOLD TIME
Total Suspended Solids (TSS)	HDPE - 1 L	NONE	7 days
Total Phosphorous	HDPE - 250 mL	H ₂ SO ₄	48 hours
Orthophosphate	HDPE - 250 mL	NONE	48 hours
Nitrate-Nitrite	HDPE - 250 mL	H ₂ SO ₄	28 days
Total Kjeldahl Nitrogen (TKN)	HDPE - 250 mL	H ₂ SO ₄	28 days

2.6.2 Quality Assurance

A minimum of one duplicate for every 10 samples will be submitted to the laboratory.



2.6.3 *Equipment Decontamination*

All reusable sampling equipment will be decontaminated prior to use and in-between samples using the following procedure:

- Rinse with tap water.
- Wash with non-phosphatic detergent solution.
- Rinse with deionized water.
- Allow equipment to air dry.
- Containerize all rinsate for disposal.

2.6.4 *Sample Identification*

Sample containers will be labeled with the following information in waterproof ink:

- Project number
- Sample location
- Collection date and time
- Preservative
- Analysis to be performed

2.6.5 *Chain of Custody*

Chain of custody documents will originate in the field and will accompany the samples to the laboratory. Copies of the chain of custody documents will be included with the laboratory reports in the annual report.

2.6.6 *Sample Shipment*

The samples will be shipped overnight to the laboratory in sealed coolers containing ice.

2.7 **Analytical Results**

Field observations and analytical results will be recorded at the time of sampling. The resulting field notes and laboratory analytical reports will be retained by each entity for a minimum of 3 years.

A report consolidating the results from each quarterly monitoring event will be submitted by the entity/company performing the monitoring to the representatives of the City of Attalla, the City of Gadsden, the City of Glencoe, the City of Hokes Bluff, the City of Southside, City of Rainbow City, and Etowah County. Each quarterly monitoring report will be incorporated into the Annual Update of the SWMPP. Monitoring reports will be retained by each entity for a minimum of 3 years.

2.8 **Evaluation of Results**

Results from each sampling event will be evaluated annually.



3.0 Reporting and Record-Keeping

Part V.A of NPDES General Permit ALR040000 issued to each entity of the Gadsden-Etowah MS4 that comprises the *Gadsden, Alabama Urbanized Area* outlines the monitoring, recordkeeping, and reporting requirements.

3.1 Annual Reports

Annual reports are due to the ADEM by May 31 of each year. The annual report will cover the period from April 1 through March 31 of the year prior to the submittal date and will include:

1. List of contacts/responsible parties for the preparation of the Annual Report
2. Evaluation of SWMPP and discussion of the following:
 - a. Major accomplishments
 - b. Overall program strengths/weaknesses
 - c. Future direction of the program
 - d. Evaluation of the effectiveness of the SWMPP in achieving water quality/watershed improvements
 - e. Measureable goals that were not performed and reasons why
 - f. Evaluation of monitoring data
3. Measurable goals for each of the five minimum control measures
4. Proposed changes to the SWMPP, including changes to BMPs or measurable goals
5. An assessment of whether or not the existing BMPs are appropriate
6. Summary of storm water activities planned for the upcoming year
7. Progress toward reducing the discharge of pollutants to the maximum extent practicable

3.2 Recordkeeping

The following records must be maintained by each entity and will be made available for examination. Records will be retained for a minimum period of at least three (3) years from the date of the sample, measurement, report, or application for the term of the NPDES General Permit, whichever is longer.

The following is a list of records to be retained:

- Copies of all reports required by the permit
- Copies of monitoring reports
- Copy of the NPDES General Permit
- Copy of the Notice of Intent



4.0 City of Attalla

The City of Attalla encompasses approximately 7.5% of the Urbanized Area and accounts for approximately 9% of the population. A map depicting the City of Attalla's urbanized area and city limits is located in **Appendix D-1, Figure 1**.

The following sections detail the rationale statement, targeted audiences, planned activities, evaluation criteria, and the responsible party regarding the referenced control measure.

4.1 Public Education and Public Involvement on Storm Water Impacts

4.1.1 *Rationale Statement*

The City's goal is to have a comprehensive and effective public education and public involvement program, the intent of which is to:

1. Generate awareness of storm water pollution prevention by educating people about the storm water system and its relationship to the health of local waterways;
2. Modify behavior patterns through education and encouragement of active participation in water pollution prevention;
3. Educate the public of steps they can take to reduce pollutants in storm water runoff; and
4. Involve the general public by providing activities and opportunities for public participation in the storm water management program.

4.1.2 *Target Audiences*

The primary target audiences within the City are as follows:

- **General Public** (homeowners and citizens)
 - Potential contributors of storm water pollution through litter, yard waste, vehicle washing, illicit discharges on and off impervious surfaces, and the application of pesticides, herbicides, and fertilizers.
- **Local Businesses**
 - Potential contributors of storm water pollution through illicit discharges, litter, waste handling procedures.
- **Landscape Companies**
 - Potential contributors of storm water pollution through the application of pesticides, herbicides, and fertilizers and illicit discharges on impervious surfaces.
- **Engineers, Developers, and Contractors**
 - Potential contributors of storm water pollution through off-site sedimentation from development and construction.



4.1.3 *Planned Activities*

The City plans to implement the following activities as part of their Public Education and Public Involvement Program during each reporting period. To evaluate the success of the program and aid in preparing the required Annual Report, evaluation criteria have been established for each strategy.

A table identifying each Public Education and Public Involvement activity planned for each reporting period is provided in **Appendix D-2**. This table may aide in completion of the annual report.

Activity 1. Distribute Storm Water Educational Material

The City will use available resources obtained through networking or online resources, such as those provided by EPA, to prepare storm water education material to increase awareness of the public on storm water topics. The City will distribute these materials to citizens and business owners by placing materials at the City Hall and the Public Library.

Topics might include the following:

- Introduce the MS4 to the general public and discuss the storm water cycle and how common contaminants enter the storm water system.
- Educate households and businesses about proper and improper use, storage, and disposal of common household chemicals such as herbicides, pesticides, and fertilizers.
- Make the public aware of how the improper use of these chemicals can impact storm water quality.
- Discuss storm water impacts specifically related to litter, floatables, and debris
- Discuss how the cumulative effect of these contaminants impact the Coosa River and what individual households and businesses can do to reduce storm water pollutants.
- Provide information on how to identify and report illicit discharges.
- Provide information on additional resources pertaining to storm water, storm water pollution, and Neely Henry Lake TMDLs.
- Provide information on storm water contacts within the City of Attalla and information on reporting potential storm water violations.

Evaluation Criteria: The City will report the number of materials placed at the City Hall and the Public Library and how often the materials were replaced during the reporting period. This information will indicate the number of people who received educational materials.

Activity 2. Maintain the Storm Water Webpage

The City provides information on the City's MS4 Program and permit on the Engineering Department webpage and Storm Water Management webpage within the City of Attalla's



website. The City will maintain this webpage and provide additional educational materials each reporting period. Participation will be tracked through the number of "hits" on the webpage. The webpage will continue to be updated periodically to:

- Include general information on the MS4 permit and SWMPP;
- Discuss the storm water cycle and how common contaminants enter the storm water system;
- Provide educational materials about proper and improper use, storage, and disposal of common household chemicals;
- Provide educational materials on storm water impacts specifically related to litter, floatables, and debris
- Provide links to related storm water resources;
- Provide information on how to identify and report illicit discharges; and,
- Provide a calendar of upcoming community events related to storm water outreach.

The webpage is located at the link below:

<http://www.attallacity.com/city-services/departments/engineering-department>

Evaluation Criteria: The City will report what information was added to the webpage and the number of "hits" on the webpage. This information will indicate the number of people who view the webpage and the associated educational materials.

Activity 3. Annual Report and SWMPP Availability

The City will provide the SWMPP and the current Annual Report available for public viewing on the City's website.

The webpage is located at

<http://www.attallacity.com/city-services/departments/engineering-department>

Evaluation Criteria: The City will report number of "hits" on the webpage. This information will indicate the number of people who view the webpage and the associated SWMPP and Annual Report.

Activity 4. Partnerships in Educational and Public Involvement Events

The City will partner with Keep Etowah Beautiful, Clean Water Partnership of Alabama, and/or Alabama Power to distribute storm water educational material on storm water impacts specifically related to litter, floatables, and debris. The City will assist in promoting events such as *Renew Our Rivers*, *Message in a Bottle*, and/or community cleanup days. The events will be advertised and promoted by the City. Event details may be posted at the City Hall, the Public Library, and other businesses. Promotion methods



may include co-sponsoring radio, television, and/or print advertisement with co-permittees and other stakeholders. City personnel will participate in the events.

Evaluation Criteria: The City will report number of participants who received educational materials during the events and the ways in which the City promoted and/or advertised the events. The City will report the number of City employees/representatives that participated in the event. This information will indicate the number of people who received educational materials and will help measure the public awareness of the events and degree of public participation.

Activity 5.**Promote and Participate in the Etowah County Water Festival**

The *Etowah County Water Festival* is an annual event for fourth grade students from public schools in Etowah County, Alabama. The festival provides hands-on activities that teach students the importance of surface and groundwater, its role in the environment and its effect on human, animal and plant life. The City will promote and participate in the annual *Etowah County Water Festival* through City resources. Promotion methods may include co-sponsoring radio, television, and/or print advertisement with co-permittees and other stakeholders. City personnel will participate in the festival.

Evaluation Criteria: The City will report number of City volunteers at the event and the ways in which the City promoted and/or advertised the event. This information will indicate the City's participation and will help measure the public awareness of the event and degree of public and City participation.

Activity 6.**Gadsden-Etowah MS4 Steering Committee Meetings**

The City will coordinate and/or participate in meetings of the Storm Water Steering Committee for entity updates, networking, and coordination of activities and BMP strategies.

Evaluation Criteria: The City will provide meeting agendas and attendance records during the reporting period. The City will report who attended each meeting. This information will indicate the participation of the steering committee and their interest in networking and coordination of activities.

Activity 7.**Public Reporting and Tracking System**

The City provides a contact number on the City's Storm Water Management webpage for the public to provide input on the development, revision, and implementation of the SWMPP. Additionally the public can report non-compliant construction sites, illicit discharges (including spills or illegal dumping), impaired waterways, and violations of ordinances relating to storm water pollution. The public may contact the City's Engineering Department to make reports. The City utilizes a form to track the reports and follow-up with investigations where necessary.



Records of public reports, comment, or complaints will include:

- Date, time, and description of the report
- Location of subject construction sites
- Identification of any actions taken (inspections, enforcement, corrections, etc.) that are sufficient to cross-reference inspection and enforcement records

The City will continue to publicize the reporting number on the City's website and track received reports and the City's responses to the received reports. The City will evaluate the current public reporting and tracking methods.

Evaluation Criteria: The City will report the total number of inquiries received, the number of complaints addressed, and the number of complaints resolved during the reporting period. The City will also report whether or not the received reports contain the required information to find and address the suspected problem. The City will provide a summary of at least one complaint received during the reporting period. This information will help evaluate the effectiveness of the tracking and reporting system, as well as the public awareness and concern of storm water issues.

4.1.4 *Responsible Party*

The City of Attalla Mayor's office is responsible for overseeing, developing, and coordinating the Public Education and Public Involvement efforts.

4.2 Illicit Discharge Detection and Elimination

4.2.1 *Rationale Statement*

The City of Attalla Illicit Discharge Detection and Elimination (IDDE) program is designed to locate, identify, and correct illicit discharges to the MS4. Program emphasis will be placed on identifying and correcting pollutant discharges which could influence compliance with the Neely Henry Lake TMDLs and the Gadsden-Etowah monitoring program.

4.2.2 *Target Audiences*

The primary target audiences within the City for the IDDE program are:

- **Municipal Employees**
 - Primarily responsible for identifying and reporting illicit discharges
- **General Public** (homeowners and citizens)
 - Potential contributors of illicit discharges from activities such as dumping paint, motor oil, or other chemicals into a storm drain.
- **Local Businesses**
 - Potential contributors of illicit discharges through inadequate management practices and/or unpermitted facilities



4.2.3 Outreach Strategies

The City developed an IDDE Program in March 2014, a copy of which is provided in **Appendix C**. The City will continue to review and modify the program as necessary.

The City plans to implement the activities described in their IDDE Program during each reporting period. The IDDE Program has been simplified for the purposes of this section of the SWMPP to describe required activities. To evaluate the success of the program and aid in preparing the required Annual Report, evaluation criteria have been established for each strategy.

A map depicting all known outfalls, waters of the State that receive discharges from these outfalls, and structural BMPs owned, operated or maintained by the City is located in **Appendix D-1, Figure 2**. A table that provides latitude/longitude is included on **Figure 2 in Appendix D-1**.

A table identifying each Illicit Discharge Detection and Elimination activity planned for each reporting period is provided in **Appendix D-2**. This table may aide in completion of the annual report.

Identifying Priority Areas

The City has delineated forty-four drainage basins within the urbanized area (see **Appendix I, Figure 3**).

Activity 1. Identify Priority Areas

The City will identify which drainage basins are considered Priority Areas for each reporting period using the illicit discharge potential (IDP) calculation procedures detailed in Section 3 of the IDDE Program. The City will maintain records of the IDP calculations for each drainage basin.

Evaluation Criteria: The City will report the total IDP score for each drainage basin and will provide an updated map showing the identified Priority Areas. The City will report drainage basins that are newly listed or de-listed from the previous reporting year's calculations.

Field Assessment Activities

Based on Section 4 of the IDDE Program, the City will walk approximately 20% of their total stream length within the regulated MS4 each reporting period. Based on the stream lengths obtained from the national hydrography dataset, the City has 11.26 miles of total stream length (inventory) to walk. The City has walked 3.16 miles of total inventory to date. The stream-walking programs will target Priority Areas first. The anticipated date of completion for the initial mapping is **March 31, 2019**.

The City has identified 9 outfalls within the MS4 Boundary.

Activity 2. Outfall Identification

The City has implemented a stream-walking program designed to identify previously unknown outfalls to the MS4 as well as verify and re-evaluate known outfalls. The City



plans to complete an average of three to four miles of stream inventory each reporting period. The implementation process is detailed in Section 4 of the IDDE Program.

Evaluation Criteria: The City will maintain records of field observations. The City will report the number of outfalls identified and the stream length walked during the reporting period. The City will provide updated tables and maps that include the outfalls identified by the stream-walking program.

Activity 3. Probable Outfall Verification

Probable outfalls may be identified during field and/or mapping activities, during review of proposed development plans, or through illicit discharge reports. When a probable outfall is identified, it will be added to the Storm Sewer System Map and labeled as unverified.

The City will verify probable outfalls through field observation within 18 months of their addition to the Storm Sewer System Map. The implementation process is detailed in Section 4 of the IDDE Program.

Evaluation Criteria: The City will report the number of probable outfalls that were identified and the number of outfalls that were verified during the reporting period. The City will provide updated tables and maps that include the verified outfalls, as well as probable outfalls that are planned to be verified in the following reporting period. The City will maintain records of field observations.

Activity 4. Outfall Reconnaissance Inventory (ORI) Dry Weather

As required by the permit, 15% of all known outfalls will be inspected during each reporting period and all outfalls will be inspected in the 5 year permit cycle. Additionally, the City or subcontracted crews will conduct dry weather monitoring of major outfalls in Priority Areas at a frequency of 20% each reporting period. The implementation process is detailed in Section 7 of the IDDE Program. Dry weather monitoring activities may be combined with outfall verification as described in Activity 3.

Evaluation Criteria: The City will maintain records of field observations. The City will report the number of outfalls inspected during the reporting period. The City will also provide a summary of the results of outfall reconnaissance inventory activities conducted during the reporting period that will include a list of outfalls observed during each reporting period.

Activity 5. Suspect Discharge Sampling

If a dry weather flow has a severity index of 3 on one or more indicators in Section 4 of the Outfall Reconnaissance Inventory Field Sheet, or if field screening indicates a suspect discharge, field crews will collect samples for further analysis. The implementation process is detailed in Section 7 of the IDDE Program.



Evaluation Criteria: The City will report the number of identified dry weather flows, suspect discharges, and samples collected during the reporting period. The City will report the analysis results for the collected samples. The City will report if the suspect discharge was confirmed to be an illicit discharge and, if known, the type of illicit discharge.

IDDE Investigation

Activity 6. Outfall Ranking

During field activities, data from each Outfall Reconnaissance Inventory Field Sheet will be analyzed to characterize the observed outfall as having obvious, suspect, possible, or unlikely discharge potential. This characterization will prioritize the outfall investigation during field activities as well as reported discharges. The implementation process is detailed in Section 7 of the IDDE Program.

Evaluation Criteria: The City will report the ranking of each outfall inspected during the reporting period. The City will report the number of outfalls that required further investigation.

Activity 7. Discharge Investigation

Illicit discharge investigations will be performed to determine the source of a discharge problem and the responsible party. When the source is not known for an obvious illicit discharges, an investigation will be performed to determine the source within 10 days. When a suspect illicit discharges, an investigation will be performed to determine the source within 30 days. Potential illicit discharges will be investigated within 60 days. Within 10 days of the identification of the source of a discharge and responsible party, the discharge shall be eliminated. Where this is not possible, the discharge shall be minimized until it can be eliminated. The implementation process is detailed in Section 7, 8, and 9 of the IDDE Program.

Evaluation Criteria: The City will report the number of illicit discharge investigations performed during the reporting period. The City will also report the number of confirmed illicit discharges, if a source was determined, and if the discharge was eliminated.

Corrective Action Record Keeping

Activity 8. Corrective Action Record Keeping

When a suspect illicit discharge or illicit connection is identified, a case log detailing pertinent information will be created. Throughout the corrective action process, all information related to the resolution of the illicit discharge will be documented in the case log.



Evaluation Criteria: The City will maintain records of the correction actions. The City will report the number of confirmed illicit discharges and the number of illicit discharges corrected or eliminated during the reporting period. The City will also report the number of confirmed illicit discharges where corrective action is pending.

Storm Water System Mapping

As stated in Section 4.2, the City has created a Storm Water System map depicting all known outfalls, waters of the State that receive discharges from these outfalls, and structural BMPs owned, operated or maintained by the City. A copy of the map is located in **Appendix D-1, Figure 2**. A table that provides latitude/longitude is included on **Figure 2** in **Appendix D-1**.

Activity 9. Update Storm Water System Map – Existing Features

The City will update the Map as new outfalls are located and new structural BMPs are identified or added to the MS4. The implementation process is further discussed in Section 5 of the IDDE Program.

Evaluation Criteria: The City will provide an updated Storm Water System Map showing the features added during the reporting period.

Activity 10. Update Storm Water System Map – Future Additions

Proposed additions within the City, including new storm sewer and drainage conveyances, will be mapped based on the civil plans provided to the City by developers. Outfalls from proposed development will be verified after construction is complete, as part of Activity 3. The implementation process is further discussed in Section 5 of the IDDE Program.

Evaluation Criteria: The City will report the number of civil plans provided to the City and the number of verified new features or outfalls during the reporting period. The City will provide an updated Storm Water System Map showing the features added during the reporting period.

Illicit Discharge Ordinance

Activity 11. Evaluate IDDE Ordinance

Ordinance 802 (08) Section 108-8 and 108-9 defines illicit discharges and responsibility of the public as well as procedures for escalating enforcement and removal actions. This is also further discussed in Section 6 of the IDDE Program. The City will evaluate the effectiveness of the ordinance each reporting period. If updates are required, the City will amend the existing ordinance or prepare a new ordinance. The ordinance is included in **Appendix D-3** and can be downloaded from the City Webpage at the link provided below:



<http://www.attallacity.com/city-services/departments/engineering-department>

Evaluation Criteria: The ordinance will be evaluated on its effectiveness in addressing identified illicit discharges and preventing repeat offenders. The City will report the number of complaints received, number of illicit discharges identified during the reporting period, the number of resolved violations, the number of repeat offenders, and the number of enforcement actions taken.

IDDE Public Education

Activity 12. Distribute Storm Water Educational Material

The City will provide educational materials highlighting identification and reporting of potential illicit discharges on the City's storm water webpage and/or place educational materials at City owned locations such as the City Hall, the Public Library, and/or Engineering Department.

Evaluation Criteria: The City will report the number of hits to the webpage and/or the number of materials placed at the City owned locations and how often the materials were replaced during the reporting period. This information will indicate the number of people who received educational materials.

Activity 13. Public Reporting and Tracking System

The City provides a contact number on the City's Storm Water Management webpage for the public to report non-compliant construction sites, illicit discharges (including spills or illegal dumping), impaired waterways, and violations of ordinances relating to storm water pollution. The public may contact the City's Engineering Department to make reports. The City utilizes a form to track the reports and follow-up with investigations where necessary.

Records of public complaints will include:

- Date, time, and description of the complaint
- Location of subject of the subject complaint
- Identification of any actions taken (inspections, enforcement, corrections, etc.) that are sufficient to cross-reference inspection and enforcement records

The City will continue to publicize the reporting number on the City's website and track received complaints and the City's responses to the received complaints. The City will evaluate the current public reporting and tracking methods.

Evaluation Criteria: The City will track the total number of reports received, the number of complaints addressed, and the number of complaints resolved during the reporting period. The City will also report whether or not the received reports contain the required



information to find and address the suspected problem. The City will provide a summary of at least one complaint received during the reporting period. This information will help evaluate the effectiveness of the tracking and reporting system, as well as the public awareness and concern of storm water issues.

Activity 14. Municipal Training

Municipal workers will be trained in the identification of illicit discharges as well as the prevention of storm water pollution at municipal facilities or related to municipal activities. Specific municipal operations such as fueling, vehicle maintenance, vehicle washing, paint and paint waste storage and disposal, and used oil disposal may be addressed. The training session will be conducted annually during each reporting period.

Municipal workers will be notified of the procedures for reporting suspected illicit discharges to the City Engineer and/or the City IDDE Program Manager, including the preferred method of contact (email) and the information to be included in the report (e.g., location, date, time, observations).

Evaluation Criteria: The City will provide details on the training topics presented to the municipal workers. The City will maintain attendance records and report the number of municipal workers trained during the reporting period. This information will help evaluate the municipal workers awareness of illicit discharges and storm water issues.

Storm Water Monitoring**Activity 15. Storm Water Monitoring Locations**

Storm water monitoring locations were identified in Table 2.1, Section 2.5 and those within the City's MS4 boundaries are depicted on the City's Storm Water System Map. If additional monitoring locations are recommended as a result of the analysis of the monitoring data, the City will update the map with the revised or additional locations.

Evaluation Criteria: If additional locations are added, the City will provide an updated Storm Water System Map showing the features added during the reporting period.

Activity 16. Evaluation of Monitoring Data

In conjunction with the monitoring provisions of Section 2.2 of the SWMPP, the City will evaluate the collected monitoring data for indicators of potential illicit discharges within the City and to assess the effectiveness of the BMPs in achieving the reductions outlined in the 2008 TMDL.

Evaluation Criteria: The City will report which monitoring points appear to have relatively higher pollutant levels. The City will make recommendations to the Gadsden-Etowah MS4 Storm Water Steering Committee to add and/or modify monitoring points to better characterize discharges from the MS4.



NPDES Industrial Permitting

Activity 17. NPDES Industrial Permitting

As authorized by the Clean Water Act, the NPDES Permit program controls water pollution by regulating point sources that discharge pollutants into waters of the United States. Title 40, Part 122 of the Code of Federal Regulations (40CFR122) specifies that discharges associated with certain industrial activities must obtain an NPDES permit. The ADEM currently provides for individual and general NPDES permitting.

Information pertaining to permitted facilities will be obtained from available public sources such as MYWATERS Mapping, EPA ECHO Database, and/or ADEM E-file and incorporated into the Storm Water System Map. This information will be used in conjunction with the storm water system mapping and monitoring data to evaluate potential sources of storm water pollution and to identify unpermitted facilities.

Unpermitted facilities that require an NPDES permit will be reported to the Industrial Section of the ADEM in Montgomery, Alabama by phone and/or email. The City of Attalla continues to rely on the ADEM for industrial NPDES permitting and enforcement.

Evaluation Criteria: The City will provide the number of unpermitted facilities reported to ADEM during the reporting period, if any. Communication records will be maintained. This information will help measure the effectiveness of the reporting and identification of unpermitted facilities.

4.2.4 Responsible Party

The City of Attalla Mayor's office is responsible for overseeing, developing, and coordinating the IDDE program in the City of Attalla regulated MS4 area.

4.3 Construction Site Storm Water Runoff

4.3.1 Rationale Statement

The City's construction site storm water runoff control program is primarily designed to address storm water pollution due to off-site sedimentation from qualifying construction sites to the maximum extent practicable.

4.3.2 Target Audiences

The primary target audiences within the City are:

- **Developers, Contractors, and Homebuilders**
 - Potential contributors of storm water pollution through development and construction activities.



- **Engineers**

- Responsible for designing effective best management practices to minimize off-site sedimentation from construction activities.

4.3.3 *Outreach Strategies*

The City plans to implement the following activities as part of their Construction Site Storm Water Runoff Program during each reporting period. To evaluate the success of the program and aid in preparing the required Annual Report, evaluation criteria have been established for each strategy.

A table identifying each Construction Site Storm Water Runoff strategy planned for each reporting period is provided in **Appendix D-2**. This table may aide in completion of the annual report.

Activity 1. Erosion and Sediment Control Ordinance

The City's Ordinance 802 (08) dated February 19, 2008 regulates storm water management within the City. Section 108-3 of the ordinance requires that construction sites obtain a land disturbance permit from the City if the total disturbed area is greater than one acre. The ordinance also requires the submittal of a Sediment and Erosion Control Plan and a Storm Water Management Plan to the City with the permit application. Approval of each land disturbance permit application and associated plans is provided by the City in writing. Section 108-9 of the ordinance provides for enforcement of the City storm water regulations.

Section 108-5 states the *Alabama Handbook for Erosion Control, Sediment Control, and Storm Water Management on Construction Sites and Urban Areas* as the City's standard for BMP design.

The ordinance is included in **Appendix D-3** and can be downloaded from the City Webpage at

<http://www.attallacity.com/city-services/departments/engineering-department>

The City will evaluate the effectiveness of the Ordinance 802 (08) during each reporting period. If changes are warranted, a new or revised ordinance will be approved and implemented.

Evaluation Criteria: The ordinance will be evaluated on its effectiveness in addressing erosion and sediment control. The City will report the number of non-compliant construction sites identified by the City, the number of enforcement actions taken, the number of non-compliant sites reported to the ADEM, and whether the individuals or businesses responsible for identified non-compliant construction sites are repeat offenders.

**Activity 2. Construction Site Inspection Program**

Designated City personnel will inspect all qualifying construction sites within 60 days of initial disturbance, at periodic intervals during construction, and following stabilization. At a minimum an inspection will be conducted once a month for each priority construction site.

The City will maintain inspection documentation for review upon request. Records will include at a minimum:

- Facility type
- Inspection date
- Name and signature of inspector
- Location of construction project
- Owner/operator information (name, address, phone number, email)
- Description of storm water BMP condition
- Photographic documentation of storm water BMP components (at the discretion of the Permittee)

This process is further described in the Standard Operation Procedure for Construction Sites and is included in **Appendix D-4**.

The City will evaluate the effectiveness of the construction site inspection program during each reporting period.

Evaluation Criteria: The City will report the number of inspections completed, the number of non-compliant construction sites identified by the City, the number of enforcement actions taken, the number of non-compliant sites reported to the ADEM, and whether the individuals or business responsible for identified non-compliant construction sites are repeat offenders. The City will also provide a summary of at least one inspection conducted during the reporting period that resulted in enforcement actions.

Activity 3. Sediment and Erosion Control Plan Review

Ordinance No. 802 (08) requires the submittal of a Sediment and Erosion Control Plan and a Storm Water Management Plan to the City with the permit application. Prior to approval or denial of a land disturbance permit application, the City will review the provided plans. Ordinance No. 802 (08) provides the plan review process and requirements.

Plan review will ensure proposed projects adequately address the City's erosion, sediment, and pollution control requirements. Plan review will also take into consideration what potential impacts to water quality the project may have.



This process is further described in the Standard Operation Procedure for Construction Sites and is included in **Appendix D-4**.

Evaluation Criteria: The City will report the total number of plans reviewed, the number of plans approved or rejected during the reporting period, and number of plans that meet the requirements the Alabama Construction General Permit.

Activity 4.

BMP Training Program

City personnel tasked with plan review and/or conducting BMP inspections will undergo annual training on proper design, installation, inspection, and maintenance of on-site control measures and on new technology and practices. All inspectors will complete initial storm water awareness training and attend annual refreshers. Currently the City has one trained employee, should additional plan reviewers or inspectors be needed, they will be trained accordingly.

Jason Nicholson, City Engineer, was certified as a Qualified Credentialed Inspector (QCI) in 2014 (QCI #T2436). QCI certification will be maintained through the approved annual refresher courses.

Evaluation Criteria: The City will provide a copy of the QCI certificates and records of awareness training received during the reporting period.

Activity 5.

Public Reporting and Tracking System

The City provides a contact number on the City's Storm Water Management webpage for the public to report non-compliant construction sites, illicit discharges (including spills or illegal dumping), impaired waterways, and violations of ordinances relating to storm water pollution. The public may contact the City's Engineering Department to make reports. The City utilizes a form to track the reports and follow-up with investigations where necessary.

Records of public complaints will include:

- Date, time, and description of the complaint
- Location of subject construction sites
- Identification of any actions taken (inspections, enforcement, corrections, etc.) that are sufficient to cross-reference inspection and enforcement records

The City will continue to publicize the reporting number on the City's website and track received complaints and the City's responses to the received complaints. The City will evaluate the current public reporting and tracking methods.

Evaluation Criteria: The City will report the total number of complaints received, the number of complaints addressed, and the number of complaints resolved during the reporting period. The City will also report whether or not the received reports contain the



required information to find and address the suspected problem. The City will provide a summary of at least one complaint received during the reporting period. This information will help evaluate the effectiveness of the tracking and reporting system, as well as the public awareness and level of concern of storm water issues.

Activity 6. Enforcement of Non-Compliant Sites

The City is relying on ADEM to establish the standards for appropriate erosion and sediment controls for qualifying construction sites. The City will notify the ADEM of any construction sites where a possible violation of the Clean Water Act has occurred such as lack of NPDES permit or ineffective BMPs following an inspection by the City.

The Standard Operation Procedure for Construction Sites, included in **Appendix D-4**, describes the enforcement process. The process is summarized below.

1. Should an area of the site be found deficient and not correct by the Owner within the maximum of 14 days after receiving a written notice of noncompliance, the City will issue a formal Notice of Violation (NOV) unless the owner has a viable reason why the deficiency remains.
2. Should the deficiency not be corrected in 14 days after receiving the NOV, the City will notify ADEM and relinquish all enforcement responsibilities to the authority of ADEM.

The City will rely on the ADEM for construction NPDES enforcement when a permit is required but has not been obtained or of situations where the City's enforcement actions have not resulted in compliance. These non-compliant sites will be reported to the Construction Section of the Stormwater Management Division of ADEM in Birmingham, Alabama by phone and/or email.

The City will maintain records of non-compliant sites referred to ADEM. Records will include:

- Name of the owner/operator
- Location of construction project
- Description of violation
- Required schedule for returning to compliance
- Description of enforcement response used, including escalated responses if repeat violations occur
- Accompanying documentation of enforcement responses (notices of non-compliance, notices of violations, etc.)

Evaluation Criteria: The City will report the total number of non-compliant construction sites reported to ADEM during the reporting period.



4.3.4 *Responsible Party*

The City of Attalla Mayor's office is responsible for implementing and tracking the construction site storm water provisions of the ordinance as well as other Construction Site Storm Water Runoff strategies.

4.4 Post-Construction Storm Water Management in New Development and Redevelopment

4.4.1 *Rationale Statement*

Post-construction runoff can significantly impact a water body by increasing the type and quantity of pollutants in storm water runoff and by increasing the volume of water delivered to the water body during storms. As runoff flows over areas altered by development, it collects sediment and chemicals such as oil, grease, pesticides, heavy metals, and nutrients. Instead of infiltrating, water is collected from surfaces such as asphalt and concrete and routed to drainage systems where large volumes of runoff are delivered to the nearest receiving water. Both impacts can be mitigated by proper post-construction planning.

4.4.2 *Target Audiences*

The primary target audiences within the City are:

- **Developers, Contractors, and Homebuilders**
 - Responsible for development and construction activities that can impact post-construction storm water management.
- **Engineers**
 - Responsible for designing post-construction storm water management plans

4.4.3 *Outreach Strategies*

The City plans to implement the following activities as part of their Post-Construction Storm Water Management Program during each reporting period. To evaluate the success of the program and aid in preparing the required Annual Report, evaluation criteria have been established for each strategy.

A table identifying each Post-Construction Storm Water Management strategy planned for each reporting period is provided in **Appendix D-2**. This table may aide in completion of the annual report.

Activity 1. Reducing Post-Construction Runoff Volume

Ordinance 802 (08) provides for post-construction storm water management measures to reduce runoff volume. Section 108-6 of the ordinance states Designs should control the peak flow rates of storm water discharge associated with storms and reduce the generation of post construction storm water runoff to preconstruction levels. Specifically, all sites are required to have at least 10% vegetated area, and re-vegetated areas are required to have a minimum 75% survival of the cover crop for one year. Design should be intended to maintain or restore quality and quantity of storm water runoff to pre-development levels.



The ordinance is included in **Appendix D-3** and can be downloaded from the City Webpage at

<http://www.attallacity.com/city-services/departments/engineering-department>

The ordinance will be evaluated each reporting period. If changes are warranted, a new or revised ordinance will be approved and implemented.

Evaluation Criteria: The ordinance will be evaluated on its effectiveness in reducing runoff from new development or redevelopment. The City will report the number of submitted plans that include measures to reduce runoff volume. The evaluation may also examine which control measures are typically utilized and if additional examples should be added to the ordinance.

Activity 2. Reducing Pollutants from Development

Ordinance 802 (08) requires that storm water runoff be controlled to prevent pollution of local waters and provides a list of possible control measures. Section 108-5 states that designs should seek to treat storm water and infiltrate storm water runoff from driveways, sidewalks, rooftops, parking lots, and landscaped areas to the maximum extent practical to provide treatment for both water quality and quantity.

The ordinance will be evaluated each reporting period. If changes are warranted, a new or revised ordinance will be approved and implemented.

Evaluation Criteria: The ordinance will be evaluated on its effectiveness in reducing runoff from new development or redevelopment. The evaluation may also examine which control measures are typically utilized and if examples of appropriate control measures should be added to the ordinance. The City will report the number of developments where treatment of storm water runoff is required and the criteria for requiring treatment of storm water runoff.

Activity 3. Long-Term Maintenance of Storm Water Controls

Ordinance 802 (08) requires long-term maintenance of storm water control structures. Section 108-5 of the ordinance states that the design and planning of all storm water management facilities shall include detailed maintenance and repair procedures to ensure their continued performance. The plans should identify the parts or components that need to be maintained and the necessary equipment. This Section also requires the owner of the property must execute an inspection and maintenance agreement that shall operate as a deed restriction binding on the current property owner and all subsequent property owners.

The ordinance will be evaluated each reporting period. If changes are warranted, a new or revised ordinance will be approved and implemented.



Evaluation Criteria: The ordinance will be evaluated on its effectiveness in addressing long-term maintenance of storm water controls. The City will report the number of submitted plans that include detailed maintenance procedures, the number of maintenance agreements reviewed, the number of maintenance provisions approved or denied, and the number of enforcement actions taken.

Activity 4.**Evaluate Obstacles to Low Impact/Green Development**

The City will review and evaluate policies and ordinances related to building codes, or other local regulations, with a goal of identifying regulatory and policy impediments to the installation of green infrastructure and low-impact development techniques.

Evaluation Criteria: The City will report if obstacles are identified and provide a brief summary on how the conflicts will be resolved.

Activity 5.**Plan Review**

The City will review Sediment and Erosion Control Plans and Storm Water Management Plans for all new construction, prior to the approval or denial of a land disturbance permit application. If changes to post-construction controls are required, the City requires the plans to be resubmitted and pre-approved. The plans must demonstrate and document that post-construction storm water measures have been installed per design specifications. Ordinance No. 802 (08) provides the plan review process and requirements.

Plan review will ensure proposed projects adequately address the City's erosion, sediment, and pollution control requirements. Plan review will also take into consideration what potential impacts to water quality the project may have.

Evaluation Criteria: The City will report the total number of plans reviewed, the number of plans approved or rejected during the reporting period, and the number of post-construction designs approved or rejected.

Activity 6.**Construction Site Inspection Program**

Designated City personnel will perform post-construction inspections for all post-construction controls within written notice that stabilization is complete to confirm BMPs have been installed according to the plan. At a minimum an inspection will be conducted annually for each site to confirm post-construction BMPs are functioning as designed.

The City will maintain inspection documentation for review upon request. Records will include at a minimum:

- Facility type
- Inspection date
- Name and signature of inspector
- Location of construction project



- Owner/operator information (name, address, phone number, email)
- Description of storm water BMP condition
- Photographic documentation of storm water BMP components (at the discretion of the Permittee)

The City will evaluate the effectiveness of the construction site inspection program during each reporting period.

Evaluation Criteria: The City will report the number of inspections completed and the number of projects that were completed as per the submitted plans, the number of projects that were not constructed in accordance to the plans, and the resolution of those projects that were not. The City will also provide a summary of at least one inspection conducted during the reporting period that resulted in enforcement actions.

Activity 6. Post-construction Structural Controls Inventory

The City will compile an inventory of post-construction structural controls including those owned by the City. The list will be updated annually.

Evaluation Criteria: The City will a table of the post-construction structural controls with the owner/operator. The City will identify the newly added controls during the reporting period.

4.4.4 Responsible Party

The City of Attalla Mayor's office is responsible for implementing the provisions of the ordinance pertaining to post construction storm water management as well as other Post - Construction Site Storm Water Runoff strategies.

4.5 Pollution Prevention and Good Housekeeping for Municipal Operations

4.5.1 Rationale Statement

The City of Attalla will develop and utilize BMPs designed to minimize pollution related to municipal operations and maintenance. These BMPs are intended to address storm water pollution from nutrients, sediments, petroleum products, and other common pollutants.

4.5.2 Target Audiences

The primary target audiences within the City are:

- **Municipal Employees**
 - Primarily responsible for identifying and reporting illicit discharges
 - Potential contributors to storm water impacts through municipal operations



4.5.3 Outreach Strategies

The City will implement the following activities as part of their Pollution Prevention and Good Housekeeping for Municipal Operations Program during each reporting period. To evaluate the success of the program and aid in preparing the required Annual Report, evaluation criteria have been established for each strategy.

A table identifying each Pollution Prevention and Good Housekeeping for Municipal Operations strategy planned for each reporting period is provided in **Appendix D-2**. This table may aide in completion of the annual report.

Activity 1. Municipal Facilities

The City has 1 municipal facilities that have the potential to discharge pollutants through storm water runoff. A list of facilities and addresses are provided in **Appendix D-2**.

Standard Operating Procedures (SOP) will be established detailing good housekeeping practices to be employed at each facility, where appropriate. SOPs will be developed by **May 31, 2017** and provided in the 2016-2017 Annual Report.

The City will inspect each facility for good housekeeping practices on a quarterly basis. A checklist will be established by **May 31, 2017** (and provided in the 2016-2017 Annual Report) to be used during inspections and to track noted deficiencies.

Evaluation Criteria: The City will provide a list of municipal facilities, the number of inspections performed at each facility, and the number of noted deficiencies. This information will help measure the municipal workers awareness of storm water issues.

Activity 2. Employee Training

The City will develop and implement a training program for municipal employees that focus on pollution prevention, good housekeeping measures, identification of potential illicit discharges, and other potential threats to storm water quality. Training materials will focus on vehicle maintenance and identification and reporting of potential illicit discharges.

A training session will be conducted each reporting period.

Evaluation Criteria: The City will provide details on the training topics presented to municipal workers during the reporting period. The City will keep attendance records and report the number of municipal workers trained during the reporting period. This information will help measure the municipal workers awareness of storm water issues.

Activity 3. Vehicle Maintenance Program

The City of Attalla owns and operates a variety of vehicles and equipment used in municipal operations and maintenance. These vehicles include passenger cars, trucks, vans, and equipment. The City will continue to conduct routine maintenance of owned



vehicles and will inspect vehicles for the presence of fluid leaks during routine maintenance using the vehicle inspection log. The City will promptly repair vehicles determined to have leaks.

Evaluation Criteria: The City will provide a completed inspection log for at least one vehicle used during the reporting period. The City will report the frequency of inspections and the number of vehicle or equipment leaks identified during the reporting period as a result of the inspection program. This information will help measure the effectiveness of the vehicle inspection and maintenance program.

Activity 4.

Vehicle Wash Area

Vehicle washing will be performed only in designated areas. Each location will be reviewed, inspected, and modified as needed throughout the year. During the annual BMP training, the City will notify all employees of the locations of the designated wash areas.

The City will prohibit the use of phosphate-containing soaps for vehicle washing (unless washing takes place at an NPDES-permitted facility).

Evaluation Criteria: The City will report the number of designated municipal vehicle washing areas. The City will also keep attendance records and report the number of municipal workers trained during the reporting period. This information will help measure the municipal workers awareness of storm water issues.

Activity 5.

Litter Ordinance

Ordinance No. 652 (92) Section four states, "*It shall be unlawful for any person to throw or deposit litter in any gutter, street or public place within the city except in public receptacles, in authorized private receptacles or in any official landfill*". Section six states, "*No person shall throw or deposit litter in any fountain, pond, lake, stream, creek, branch, river, bay, or any other body of water in a park or elsewhere within the City.*"

The ordinance is included in **Appendix D-3**.

Evaluation Criteria: The City will report the number of enforcements during the reporting period. This information will help measure the effectiveness of the ordinance.

Activity 6.

Litter, Floatables, and Debris – Brush Pickup

The City performs brush and leaf pickup three days a week (Monday, Tuesday, and Wednesday). The City will continue to implement a brush and leaf pickup program.

Evaluation Criteria: The City will describe how roads are prioritized. The City will also report the number of scheduled pickups and pounds of debris collected from pickups



during the reporting period. This information will help measure the effectiveness of the brush and leaf pickup program.

Activity 7. Litter, Floatables, and Debris – Gutter Clean-out

The City performs curb and gutter clean-out throughout the year on an as needed basis. The City will continue to implement a gutter clean-out program.

Evaluation Criteria: The City will also report the number of scheduled clean-outs and pounds of debris collected from pickups during the reporting period. This information will help measure the effectiveness of the gutter clean-out program.

4.5.4 Responsible Party

The City of Attalla Mayor's office is responsible for implementing and tracking Pollution Prevention and Good Housekeeping strategies within municipal operations.



4.6 Agency Certification

I certify under penalty of law that this document and all attachments pertaining to the City of Attalla 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 or imprisonment for knowing violations.

A handwritten signature in blue ink, appearing to read "L.M." followed by a stylized surname.

Larry Means, Mayor
City of Attalla, Alabama

12-21-16

Date



5.0 City of Gadsden

The City of Gadsden encompasses approximately 41.7% of the Urbanized Area and accounts for 56.2% of the population. A map depicting the City of Gadsden's urbanized area and city limits is located in **Appendix E-1, Figure 1**.

The following sections detail the rationale statement, targeted audiences, planned activities, evaluation criteria, and the responsible party regarding the referenced control measure.

5.1 Public Education and Public Involvement on Storm Water Impacts

5.1.1 *Rationale Statement*

The City's goal is to have a comprehensive and effective public education and public involvement program, the intent of which is to:

1. Generate awareness of storm water pollution prevention by educating people about the storm water system and its relationship to the health of local waterways;
2. Modify behavior patterns through education and encouragement of active participation in water pollution prevention;
3. Educate the public of steps they can take to reduce pollutants in storm water runoff; and
4. Involve the general public by providing activities and opportunities for public participation in the storm water management program.

5.1.2 *Target Audiences*

The primary target audiences within the City are as follows:

- **General Public** (homeowners and citizens)
 - Potential contributors of storm water pollution through litter, yard waste, vehicle washing, illicit discharges on and off impervious surfaces, and the application of pesticides, herbicides, and fertilizers.
- **Local Businesses**
 - Potential contributors of storm water pollution through illicit discharges, litter, and waste handling procedures.
- **Landscape Companies**
 - Potential contributors of storm water pollution through the application of pesticides, herbicides, and fertilizers and illicit discharges on impervious surfaces.
- **Engineers, Developers, and Contractors**
 - Potential contributors of storm water pollution through off-site sedimentation from development and construction.



5.1.3 *Planned Activities*

The City plans to implement the following activities as part of their Public Education and Public Involvement Program during each reporting period. To evaluate the success of the program and aid in preparing the required Annual Report, evaluation criteria have been established for each strategy.

A table identifying each Public Education and Public Involvement activity planned for each reporting period is provided in **Appendix E-2**. This table may aide in completion of the annual report.

Activity 1. Distribute Storm Water Educational Material

The City will use available resources obtained through networking or online resources, such as those provided by EPA, to prepare storm water education material to increase awareness of the public on storm water topics. The City will distribute these materials to approximately 13,000 households and businesses through direct mail.

Topics might include the following:

- Introduce the MS4 to the general public and discuss the storm water cycle and how common contaminants enter the storm water system.
- Educate households and businesses about proper and improper use, storage, and disposal of common household chemicals such as herbicides, pesticides, and fertilizers.
- Make the public aware of how the improper use of these chemicals can impact storm water quality.
- Discuss storm water impacts specifically related to litter, floatables, and debris
- Discuss how the cumulative effect of these contaminants impact the Coosa River and what individual households and businesses can do to reduce storm water pollutants.
- Provide information on how to identify and report illicit discharges.
- Provide information on additional resources pertaining to storm water, storm water pollution, and Neely Henry Lake TMDLs.
- Provide information on storm water contacts within the City of Gadsden and information on reporting potential storm water violations.

Evaluation Criteria: The City will report the number of households who receive the mail-out during the reporting period. This information will indicate the number of people who received educational materials.

Activity 2. Maintain the Storm Water Webpage

The City provides information on the City's MS4 Program and permit on the Engineering Department webpage and Storm Water Management webpage within the City of Gadsden's website. The City will maintain this webpage and provide additional educational materials each reporting period. Participation will be tracked though the



number of "hits" on the webpage. The webpage will be updated periodically to:

- Include general information on the MS4 permit and SWMPP;
- Discuss the storm water cycle and how common contaminants enter the storm water system;
- Provide educational materials about proper and improper use, storage, and disposal of common household chemicals;
- Provide educational materials on storm water impacts specifically related to litter, floatables, and debris
- Provide links to related storm water resources;
- Provide information on how to identify and report illicit discharges; and,
- Provide a calendar of upcoming community events related to storm water outreach.

The webpage can be viewed at the link provided below:

<http://www.Gadsdencity.com/city-services/departments/engineering-department>

Evaluation Criteria: The City will report what information was added to the webpage and the number of "hits" on the webpage. This information will indicate the number of people who view the webpage and the associated educational materials.

Activity 3. Annual Report and SWMPP Availability

The City will provide the SWMPP and the current Annual Report available for public viewing on the City's website.

The webpage can be viewed at the link provided below:

<http://www.Gadsdencity.com/city-services/departments/engineering-department>

Evaluation Criteria: The City will report number of "hits" on the webpage. This information will indicate the number of people who view the webpage and the associated SWMPP and Annual Report.

Activity 4. Public Service Announcement

The City will complete development of a series of public service announcements and air them on the Gadsden Informational Television Network (GITN). Initially, these announcements will be relatively short (five to ten minutes), based on available programming time. The announcements will be used primarily to provide contact information for reporting illicit discharges and provide a calendar of upcoming community events related to storm water outreach. As the program matures, more extensive programming may be developed to include educational public service announcements.



The City will continue to air council meetings, which include discussion of upcoming events and storm water related topics.

Evaluation Criteria: The City will report the topics and dates announcements were aired during the reporting period. As the program develops, the City will consider providing a survey among the employees and/or residents to determine if the announcement are being heard and are help gage their effectiveness.

Activity 5. Partnerships in Educational and Public Involvement Events

The City will partner with Keep Etowah Beautiful, Clean Water Partnership of Alabama, and/or Alabama Power to distribute storm water educational material on storm water impacts specifically related to litter, floatables, and debris. The City will assist in promoting events such as *Renew Our Rivers*, *Message in a Bottle*, and/or community cleanup days. The events will be advertised and promoted by the City. Event details may be posted at the City Hall, the Public Library, and other businesses. Promotion methods may include co-sponsoring radio, television, and/or print advertisement with co-permittees and other stakeholders. City personnel will participate in the events.

Evaluation Criteria: The City will report number of participants who received educational materials during the events and the ways in which the City promoted and/or advertised the events. The City will report the number of City employees/representatives that participated in each event. This information will indicate the number of people who received educational materials and will help measure the public awareness of the events and degree of public participation.

Activity 6. Promote Water Quality Awareness Week

The City will promote an annual *Water Quality Awareness Week* through City resources including co-sponsoring radio, television, and print advertisement with co-permittees and other stakeholders.

Evaluation Criteria: The City will report activities associated with this event and the ways in which the City promoted *Water Quality Awareness Week*. This information will help measure the public awareness of the event and degree of public and City participation.

Activity 7. Promote and Participate in the Etowah County Water Festival

The *Etowah County Water Festival* is an annual event for fourth grade students from public schools in Etowah County, Alabama. The festival provides hands-on activities that teach students the importance of surface and groundwater, its role in the environment and its effect on human, animal and plant life. The City will promote and participate in the annual *Etowah County Water Festival* through City resources. Promotion methods may include co-sponsoring radio, television, and/or print advertisement with co-permittees and other stakeholders. City personnel will participate in the festival.



Evaluation Criteria: The City will report number of City volunteers at the event and the ways in which the City promoted and/or advertised the event. This information will indicate the City's participation and will help measure the public awareness of the event and degree of public and City participation.

Activity 8. Gadsden-Etowah MS4 Steering Committee Meetings

The City will coordinate and/or participate in meetings of the Storm Water Steering Committee for entity updates, networking, and coordination of activities and BMP strategies.

Evaluation Criteria: The City will provide meeting agendas and attendance records during the reporting period. The City will report who attended each meeting. This information will indicate the participation of the steering committee and their interest in networking and coordination of activities.

Activity 9. Provide Information on Construction Site Storm Water Impacts

In September 2013, the City created an all-inclusive educational pamphlet for small residential construction to large commercial developments on how construction site runoff can impact storm water quality. The City will provide the pamphlet (or other educational material discussing construction storm water impacts) to individuals requesting plan review and building/development permits.

Evaluation Criteria: The City will report the number of permits issued during the reporting period. This information will indicate the number of people who received educational materials.

Activity 10. Provide Information on Low Impact / Green Development

The City will provide pre-printed educational information on green development to individuals requesting plan review and building/development permits. Information may include references to additional resources such as the Green Building Alliance, Low Impact Development Center, and U.S. Department of Housing and Urban Development.

The City will encourage developers and engineers to consider green infrastructure alternatives during the plan review process.

Evaluation Criteria: The City will report the number of permits issued and number of projects that incorporate these techniques during the reporting period. This information will indicate the number of people who received educational materials.

Activity 11. Public Reporting and Tracking System

The City provides a contact number on the City's Storm Water Management webpage for the public to provide input on the development, revision, and implementation of the



SWMPP. Additionally the public can report non-compliant construction sites, illicit discharges (including spills or illegal dumping), impaired waterways, and violations of ordinances relating to storm water pollution. The public may contact the City's Engineering Department to make reports or use the electronic Storm Water Complaint Form on the website. The City utilizes a form to track the reports and follow-up with investigations where necessary.

Records of public reports, comments, or complaints will include:

- Date, time, and description of the report
- Location of subject construction sites
- Identification of any actions taken (inspections, enforcement, corrections, etc.) that are sufficient to cross-reference inspection and enforcement records

The City will continue to publicize the reporting number on the City's website and track received reports and the City's responses to the received reports. The City will evaluate the current public reporting and tracking methods.

Evaluation Criteria: The City will report the total number of inquiries received, the number of complaints addressed, and the number of complaints resolved during the reporting period. The City will also report whether or not the received reports contain the required information to find and address the suspected problem. The City will provide a summary of at least one complaint received during the reporting period. This information will help evaluate the effectiveness of the tracking and reporting system, as well as the public awareness and concern of storm water issues.

Activity 12. Map the Locations of Complaints

The City created a layer on the City's GIS database to record locations of all storm water complaints received from the public during the 2013-2014 reporting period. The City will continue to record locations of all storm water complaints, including reports of illicit discharges, received from the public.

Evaluation Criteria: The City will report the number of complaints received and added to the GIS layer. The City will provide an updated storm water map with the Annual Report showing the locations of the complaints received during the reporting period. This information will be used during the Priority Area Evaluation, and to help measure the effectiveness of the reporting and tracking system.

Activity 13. Recycling Center

The City manages a drop-off facility at 306 Henry Street. This program is advertised on the City website. The materials accepted as part of this program is provided on the website as well.



The City has also placed recycling trailers at City facilities and at surrounding county facilities. Trailers collect newsprint, cardboard, and plastics. The City picks up each trailer, replaces it with an empty trailer, and then takes it to the City's recycling center.

The City also provides recycling containers for aluminum cans in several of the municipal buildings. These containers are collected on a monthly basis.

Evaluation Criteria: The City will report the amount of materials (in total tons) collected during the curbside pickup and the drop-off locations. This information will help measure the public awareness of the events and degree of public participation.

Activity 14. No Dumping/No Littering Signs

The City has placed "No Dumping" or "No Littering" signs in problem areas throughout the City. The City will maintain these signs and place additional signs if necessary.

Evaluation Criteria: The City will report the amount of materials (in total tons) collected in these areas. This information will help measure the effectiveness of the signs in reducing the amount of materials dumped in problem areas.

5.1.4 Responsible Party

The City of Gadsden Mayor's office and Engineering Department are responsible for overseeing, developing, and coordinating the Public Education and Public Involvement efforts.

5.2 Illicit Discharge Detection and Elimination

5.2.1 Rationale Statement

The City of Gadsden Illicit Discharge Detection and Elimination (IDDE) program is designed to locate, identify, and correct illicit discharges to the MS4. Program emphasis will be placed on identifying and correcting pollutant discharges which could influence compliance with the Neely Henry Lake TMDLs and the Gadsden-Etowah monitoring program.

5.2.2 Target Audiences

The primary target audiences within the City for the IDDE program are:

- **Municipal Employees**
 - Primarily responsible for identifying and reporting illicit discharges
- **General Public** (homeowners and citizens)
 - Potential contributors of illicit discharges from activities such as dumping paint, motor oil, or other chemicals into a storm drain.



- **Local Businesses**

- Potential contributors of illicit discharges through inadequate management practices and/or unpermitted facilities

5.2.3 *Outreach Strategies*

The City developed an IDDE Program in March 2014, a copy of which is provided in **Appendix C**. The City will continue to review and modify the program as necessary.

The City plans to implement the activities described in their IDDE Program during each reporting period. The IDDE Program has been simplified for the purposes of this section of the SWMPP to describe required activities. To evaluate the success of the program and aid in preparing the required Annual Report, evaluation criteria have been established for each strategy.

A map depicting all known outfalls, waters of the State that receive discharges from these outfalls, and structural BMPs owned, operated or maintained by the City is located in **Appendix E-1, Figure 2**. A table that provides latitude/longitude is included on **Figure 2 in Appendix E-1**.

A table identifying each Illicit Discharge Detection and Elimination activity planned for each reporting period is provided in **Appendix E-2**. This table may aide in completion of the annual report.

Identifying Priority Areas

The City has delineated seventy-eight drainage basins within the urbanized area (see **Appendix E-1, Figure 3**).

Activity 1. Identify Priority Areas

The City will identify which drainage basins are considered Priority Areas for each reporting period using the illicit discharge potential (IDP) calculation procedures detailed in Section 3 of the IDDE Program. The City will maintain records of the IDP calculations for each drainage basin.

Evaluation Criteria: The City will report the total IDP score for each drainage basin and will provide an updated map showing the identified Priority Areas. The City will report drainage basins that are newly listed or de-listed from the previous reporting year's calculations.

Field Assessment Activities

Based on Section 4 of the IDDE Program, the City will walk approximately 20% of their total stream length within the regulated MS4 each reporting period. Based on the stream lengths obtained from the national hydrography dataset, the City has 53.21 miles of total stream length (inventory) to walk. The City has walked 43.6 miles of the total inventory to date. The stream-walking programs will target Priority Areas first. The anticipated date of completion for the initial mapping is **March 31, 2019**.



The City has identified 942 outfalls within the MS4 Boundary.

Activity 2. Outfall Identification

The City has implemented a stream-walking program designed to identify previously unknown outfalls to the MS4 as well as verify and re-evaluate known outfalls. The City plans to complete an average of four to five miles of stream inventory each reporting period. The implementation process is detailed in Section 4 of the IDDE Program.

Evaluation Criteria: The City will maintain records of field observations. The City will report the number of outfalls identified and the stream length walked during the reporting period. The City will provide updated tables and maps that include the outfalls identified by the stream-walking program.

Activity 3. Probable Outfall Verification

Probable outfalls may be identified during field and/or mapping activities, during review of proposed development plans, or through illicit discharge reports. When a probable outfall is identified, it will be added to the Storm Sewer System Map and labeled as unverified.

The City will verify probable outfalls through field observation within 18 months of their addition to the Storm Sewer System Map. The implementation process is detailed in Section 4 of the IDDE Program.

Evaluation Criteria: The City will report the number of probable outfalls that were identified and the number of outfalls that were verified during the reporting period. The City will provide updated tables and maps that include the verified outfalls, as well as probable outfalls that are planned to be verified in the following reporting period. The City will maintain records of field observations.

Activity 4. Outfall Reconnaissance Inventory (ORI) Dry Weather

As required by the permit, 15% of all known outfalls will be inspected during each reporting period and all outfalls will be inspected in the 5 year permit cycle. Additionally, the City or subcontracted crews will conduct dry weather monitoring of major outfalls in Priority Areas at a frequency of 20% each reporting period. The implementation process is detailed in Section 7 of the IDDE Program. Dry weather monitoring activities may be combined with outfall verification as described in Activity 3.

Evaluation Criteria: The City will maintain records of field observations. The City will report the number of outfalls inspected during the reporting period. The City will also provide a summary of the results of outfall reconnaissance inventory activities conducted during the reporting period that will include a list of outfalls observed during each reporting period.

**Activity 5. Suspect Discharge Sampling**

If a dry weather flow has a severity index of 3 on one or more indicators in Section 4 of the Outfall Reconnaissance Inventory Field Sheet, or if field screening indicates a suspect discharge, field crews will collect samples for further analysis. The implementation process is detailed in Section 7 of the IDDE Program.

Evaluation Criteria: The City will report the number of identified dry weather flows, suspect discharges, and samples collected during the reporting period. The City will report the analysis results for the collected samples. The City will report if the suspect discharge was confirmed to be an illicit discharge and, if known, the type of illicit discharge.

IDDE Investigation**Activity 6. Outfall Ranking**

During field activities, data from each Outfall Reconnaissance Inventory Field Sheet will be analyzed to characterize the observed outfall as having obvious, suspect, possible, or unlikely discharge potential. This characterization will prioritize the outfall investigation during field activities as well as reported discharges. The implementation process is detailed in Section 7 of the IDDE Program.

Evaluation Criteria: The City will report the ranking of each outfall inspected during the reporting period. The City will report the number of outfalls that required further investigation.

Activity 7. Discharge Investigation

Illicit discharge investigations will be performed to determine the source of a discharge problem and the responsible party. When the source is not known for an obvious illicit discharge, an investigation will be performed to determine the source within 10 days. When a suspect illicit discharge, an investigation will be performed to determine the source within 30 days. Potential illicit discharges will be investigated within 60 days. Within 10 days of the identification of the source of a discharge and responsible party, the discharge shall be eliminated. Where this is not possible, the discharge shall be minimized until it can be eliminated. The implementation process is detailed in Section 7, 8, and 9 of the IDDE Program.

Evaluation Criteria: The City will report the number of illicit discharge investigations performed during the reporting period. The City will also report the number of confirmed illicit discharges, if a source was determined, and if the discharge was eliminated.



Corrective Action Record Keeping

Activity 8. Corrective Action Record Keeping

When a suspect illicit discharge or illicit connection is identified, a case log detailing pertinent information will be created. Throughout the corrective action process, all information related to the resolution of the illicit discharge will be documented in the case log.

Evaluation Criteria: The City will maintain records of the correction actions. The City will report the number of confirmed illicit discharges and the number of illicit discharges corrected or eliminated during the reporting period. The City will also report the number of confirmed illicit discharges where corrective action is pending.

Storm Water System Mapping

As stated in Section 4.2, the City has created a Storm Water System map depicting all known outfalls, waters of the State that receive discharges from these outfalls, and structural BMPs owned, operated or maintained by the City. A copy of the map is located in **Appendix E-1, Figure 2**. A table that provides latitude/longitude is included on **Figure 2 in Appendix E-1**.

Activity 9. Update Storm Water System Map – Existing Features

The City will update the Map as new outfalls are located and new structural BMPs are identified or added to the MS4. The implementation process is further discussed in Section 5 of the IDDE Program.

Evaluation Criteria: The City will provide an updated Storm Water System Map showing the features added during the reporting period.

Activity 10. Update Storm Water System Map – Future Additions

Proposed additions within the City, including new storm sewer and drainage conveyances, will be mapped based on the civil plans provided to the City by developers. Outfalls from proposed development will be verified after construction is complete, as part of Activity 3. The implementation process is further discussed in Section 5 of the IDDE Program.

Evaluation Criteria: The City will report the number of civil plans provided to the City and the number of verified new features or outfalls during the reporting period. The City will provide an updated Storm Water System Map showing the features added during the reporting period.



Illicit Discharge Ordinance

Activity 11. Evaluate IDDE Ordinance

Ordinance O-77-05 dated May 17, 2005 defines illicit discharges and responsibility of the public as well as procedures for escalating enforcement and removal actions. This is also further discussed in Section 6 of the IDDE Program. The City will evaluate the effectiveness of the ordinance each reporting period. If updates are required, the City will amend the existing ordinance or prepare a new ordinance. The ordinance is included in **Appendix E-3** and can be downloaded from the City Webpage at the link provided below:

<http://www.Gadsdencity.com/city-services/departments/engineering-department>

Evaluation Criteria: The ordinance will be evaluated on its effectiveness in addressing identified illicit discharges and preventing repeat offenders. The City will report the number of complaints received, number of illicit discharges identified during the reporting period, the number of resolved violations, the number of repeat offenders, and the number of enforcement actions taken.

IDDE Public Education

Activity 12. Distribute Storm Water Educational Material

The City will provide educational materials highlighting identification and reporting of potential illicit discharges on the City's storm water webpage and/or place educational materials at City owned locations such as the City Hall, the Public Library, and/or Engineering Department.

Evaluation Criteria: The City will report the number of hits to the webpage and/or the number of materials placed at the City-owned locations and how often the materials were replaced during the reporting period. This information will indicate the number of people who received educational materials.

Activity 13. Public Reporting and Tracking System

The City provides a contact number on the City's Storm Water Management webpage for the public to report non-compliant construction sites, illicit discharges (including spills or illegal dumping), impaired waterways, and violations of ordinances relating to storm water pollution. The public may contact the City's Engineering Department to make reports or use the electronic Storm Water Complaint Form on the website. The City utilizes a form to track the reports and follow-up with investigations where necessary.

Records of public complaints will include:

- Date, time, and description of the complaint
- Location of subject of the subject complaint



- Identification of any actions taken (inspections, enforcement, corrections, etc.) that are sufficient to cross-reference inspection and enforcement records

The City will continue to publicize the reporting number on the City's website and track received complaints and the City's responses to the received complaints. The City will evaluate the current public reporting and tracking methods.

Evaluation Criteria: The City will track the total number of reports received, the number of complaints addressed, and the number of complaints resolved during the reporting period. The City will also report whether or not the received reports contain the required information to find and address the suspected problem. The City will provide a summary of at least one complaint received during the reporting period. This information will help evaluate the effectiveness of the tracking and reporting system, as well as the public awareness and concern of storm water issues.

Activity 14. Map the Locations of Complaints

The City created a layer in the City's GIS database to record locations of all storm water complaints received from the public. The City will continue to record locations of all storm water complaints, including reports of illicit discharges, received from the public.

Evaluation Criteria: The City will report the number of complaints received and added to the GIS layer. The City will provide an updated storm water map with the Annual Report showing the locations of the complaints received during the reporting period. This information will be used during the Priority Area Evaluation, and to help measure the effectiveness of the reporting and tracking system.

Activity 15. Municipal Training

Municipal workers will be trained in the identification of illicit discharges as well as the prevention of storm water pollution at municipal facilities or related to municipal activities. Specific municipal operations such as fueling, vehicle maintenance, vehicle washing, paint and paint waste storage and disposal, and used oil disposal may be addressed. The training session will be conducted annually during each reporting period.

Municipal workers will be notified of the procedures for reporting suspected illicit discharges to the City Engineer and/or the City IDDE Program Manager, including the preferred method of contact (email) and the information to be included in the report (e.g., location, date, time, observations).

Evaluation Criteria: The City will provide details on the training topics presented to the municipal workers. The City will maintain attendance records and report the number of municipal workers trained during the reporting period. This information will help evaluate the municipal workers' awareness of illicit discharges and storm water issues.



Storm Water Monitoring

Activity 16. Storm Water Monitoring Locations

Storm water monitoring locations were identified in Table 2.1, Section 2.5 and those within the City's MS4 boundaries are depicted on the City's Storm Water System Map. If additional monitoring locations are recommended as a result of the analysis of the monitoring data, the City will update the map with the revised or additional locations.

Evaluation Criteria: If additional locations are added, the City will provide an updated Storm Water System Map showing the features added during the reporting period.

Activity 17. Evaluation of Monitoring Data

In conjunction with the monitoring provisions of Section 2.2 of the SWMPP, the City will evaluate the collected monitoring data for indicators of potential illicit discharges within the City and to assess the effectiveness of the BMPs in achieving the reductions outlined in the 2008 TMDL.

Evaluation Criteria: The City will report which monitoring points appear to have relatively higher pollutant levels. The City will make recommendations to the Gadsden-Etowah MS4 Storm Water Steering Committee to add and/or modify monitoring points to better characterize discharges from the MS4.

NPDES Industrial Permitting

Activity 18. NPDES Industrial Permitting

As authorized by the Clean Water Act, the NPDES Permit program controls water pollution by regulating point sources that discharge pollutants into waters of the United States. Title 40, Part 122 of the Code of Federal Regulations (40CFR122) specifies that discharges associated with certain industrial activities must obtain an NPDES permit. The ADEM currently provides for individual and general NPDES permitting.

Information pertaining to permitted facilities will be obtained from available public sources such as MYWATERS Mapping, EPA ECHO Database, and/or ADEM E-file and incorporated into the Storm Water System Map. This information will be used in conjunction with the storm water system mapping and monitoring data to evaluate potential sources of storm water pollution and to identify unpermitted facilities.

Unpermitted facilities that require an NPDES permit will be reported to the Industrial Section of the ADEM in Montgomery, Alabama by phone and/or email. The City of Gadsden continues to rely on the ADEM for industrial NPDES permitting and enforcement.



Evaluation Criteria: The City will provide the number of unpermitted facilities reported to ADEM during the reporting period, if any. Communication records will be maintained. This information will help measure the effectiveness of the reporting and identification of unpermitted facilities.

5.2.4 *Responsible Party*

The City of Gadsden Mayor's office and Engineering Department are responsible for overseeing, developing, and coordinating the IDDE program in the City of Gadsden regulated MS4 area.

5.3 Construction Site Storm Water Runoff

5.3.1 *Rationale Statement*

The City's construction site storm water runoff control program is primarily designed to address storm water pollution due to off-site sedimentation from qualifying construction sites to the maximum extent practicable.

5.3.2 *Target Audiences*

The primary target audiences within the City are:

- **Developers, Contractors, and Homebuilders**
 - Potential contributors of storm water pollution through development and construction activities.
- **Engineers**
 - Responsible for designing effective best management practices to minimize off-site sedimentation from construction activities.

5.3.3 *Outreach Strategies*

The City plans to implement the following activities as part of their Construction Site Storm Water Runoff Program during each reporting period. To evaluate the success of the program and aid in preparing the required Annual Report, evaluation criteria have been established for each strategy.

A table identifying each Construction Site Storm Water Runoff strategy planned for each reporting period is provided in **Appendix E-2**. This table may aide in completion of the annual report.

Activity 1. Erosion and Sediment Control Ordinance

The City's Ordinance O-77-05 dated May 17, 2008 regulates storm water management within the City. Section 108-3 of the ordinance requires that construction sites obtain a land disturbance permit from the City if the total disturbed area is greater than one acre or if the site is located within the Riverfront Development District or within a defined floodway. The ordinance also requires the submittal of a Sediment and Erosion Control Plan and a Storm Water Management Plan to the City with the permit application.

Approval of each land disturbance permit application and associated plans is provided by



the City in writing. Section 108-9 of the ordinance provides for enforcement of the City storm water regulations. Section 108-9 provides for penalties between \$50.00 and \$500.00 per day per violation.

The Land Disturbance Permit Application form must be completed and submitted to the Engineering Department to request a land disturbance permit. This form is provided in **Appendix E-4**.

Section 108-5 states the *Alabama Handbook for Erosion Control, Sediment Control, and Storm Water Management on Construction Sites and Urban Areas* as the City's standard for BMP design.

The ordinance is included in **Appendix E-3** and can be downloaded from the City Webpage at the link provided below:

<http://www.GadsdenCity.com/city-services/departments/engineering-department>

The City will evaluate the effectiveness of the Ordinance O-77-05 during each reporting period. If changes are warranted, a new or revised ordinance will be approved and implemented.

Evaluation Criteria: The ordinance will be evaluated on its effectiveness in addressing erosion and sediment control. The City will report the number of non-compliant construction sites identified by the City, the number of enforcement actions taken, the number of non-compliant sites reported to the ADEM, and whether the individuals or businesses responsible for identified non-compliant construction sites are repeat offenders.

Activity 2. Construction Site Inspection Program

Designated City personnel will inspect all qualifying construction sites within 60 days of initial disturbance, at periodic intervals during construction, and following stabilization. At a minimum an inspection will be conducted once a month for each priority construction site as defined by the ADEM based on the most recent 303(d) list. The Building Department Inspectors and Engineering Department personnel work together to perform the necessary inspections and implement work orders for subsequent inspections and potential enforcement when sites are non-compliant.

The City will maintain inspection documentation for review upon request. Records will include at a minimum:

- Facility type
- Inspection date
- Name and signature of inspector
- Location of construction project



- Owner/operator information (name, address, phone number, email)
- Description of storm water BMP condition
- Photographic documentation of storm water BMP components (at the discretion of the Permittee)

The City will evaluate the effectiveness of the construction site inspection program during each reporting period.

Evaluation Criteria: The City will report the number of inspections completed, the number of non-compliant construction sites identified by the City, the number of enforcement actions taken, the number of non-compliant sites reported to the ADEM, and whether the individuals or business responsible for identified non-compliant construction sites are repeat offenders. The City will also provide a summary of at least one inspection conducted during the reporting period that resulted in enforcement actions.

Activity 3. Sediment and Erosion Control Plan Review

Ordinance No. O-77-05 requires the submittal of a Sediment and Erosion Control Plan and a Storm Water Management Plan to the City with the permit application. Prior to approval or denial of a land disturbance permit application, the City will review the provided plans. Ordinance No. O-77-05 provides the plan review process and requirements.

Plan review will ensure proposed projects adequately address the City's erosion, sediment, and pollution control requirements. Plan review will also take into consideration what potential impacts to water quality the project may have.

Evaluation Criteria: The City will report the total number of plans reviewed, the number of plans approved or rejected during the reporting period, and number of plans that meet the requirements the Alabama Construction General Permit.

Activity 4. BMP Training Program

City personnel tasked with plan review and/or conducting BMP inspections will undergo annual training on proper design, installation, inspection, and maintenance of on-site control measures and on new technology and practices. All inspectors will complete initial storm water awareness training and attend annual refreshers. Currently the City has two trained employees, should additional plan reviewers or inspectors be needed, they will be trained accordingly.

Jeramy Ward was certified as a Qualified Credentialed Inspector (QCI #T1329), Certified Professional in Erosion & Sediment Control (CPESC#8200), and Certified Professional in Municipal Stormwater Management (CPMSM#323). Thomas Ward was certified as a QCI



in 2015 (QCI #T4381). QCI certification will be maintained through the approved annual refresher courses.

Evaluation Criteria: The City will provide a copy of the QCI certificates and records of awareness training received during the reporting period.

Activity 5. Public Reporting and Tracking System

The City provides a contact number on the City's Storm Water Management webpage for the public to report non-compliant construction sites, illicit discharges (including spills or illegal dumping), impaired waterways, and violations of ordinances relating to storm water pollution. The public may contact the City's Engineering Department to make reports or use the electronic Storm Water Complaint Form on the website. The City utilizes a form to track the reports and follow-up with investigations where necessary.

Records of public complaints will include:

- Date, time, and description of the complaint
- Location of subject construction sites
- Identification of any actions taken (inspections, enforcement, corrections, etc.) that are sufficient to cross-reference inspection and enforcement records

The City will continue to publicize the reporting number on the City's website and track received complaints and the City's responses to the received complaints. The City will evaluate the current public reporting and tracking methods.

Evaluation Criteria: The City will report the total number of complaints received, the number of complaints addressed, and the number of complaints resolved during the reporting period. The City will also report whether or not the received reports contain the required information to find and address the suspected problem. The City will provide a summary of at least one complaint received during the reporting period. This information will help evaluate the effectiveness of the tracking and reporting system, as well as the public awareness and level of concern of storm water issues.

Activity 6. Enforcement of Non-Compliant Sites

The City is relying on ADEM to establish the standards for appropriate erosion and sediment controls for qualifying construction sites. The City will notify the ADEM of any construction sites where a possible violation of the Clean Water Act has occurred such as lack of NPDES permit or ineffective BMPs following an inspection by the City.

The Enforcement Policy, included in **Appendix E-3**, describes the enforcement process. The process is summarized below.

1. In the event that the City discovers a violation of the Storm Water Management Regulations or the Land Disturbance Permit, notification will be made. Written Notice will be sent to the property owner or permit holder of the nature of the violation.



Within ten days the property owner or permit holder shall submit an explanation and a plan to remediate the violation. The plan must be approved by the City of Gadsden. The property owner or permit holder retains all liability and responsibility for remediation.

2. The City of Gadsden may enter into a consent order if it is in the best interest of the City. Consent Orders shall contain specific actions and timelines for remediation of the issues.
3. The City of Gadsden shall allow the property owner or permit holder the right to a Show Cause Hearing in which he or she can present information as to why enforcement action should not be taken.
4. In the event of continuation of the City of Gadsden has the right to the following actions.
 - a. Compliance order
 - b. Cease and Desist Order: The Engineering Department would rely on the Building Department to issue a stop work notice for the job until issue is remediated.
 - c. In the event that the site is also permitted or regulated through ADEM the City of Gadsden shall notify to ADEM of the nature of the violation and defer all enforcement authority to ADEM.

The City will rely on the ADEM for construction NPDES enforcement when a permit is required but has not been obtained or of situations where the City's enforcement actions have not resulted in compliance. These non-compliant sites will be reported to the Construction Section of the Stormwater Management Division of ADEM in Birmingham, Alabama by phone and/or email.

The City will maintain records of non-compliant sites referred to ADEM. Records will include:

- Name of the owner/operator
- Location of construction project
- Description of violation
- Required schedule for returning to compliance
- Description of enforcement response used, including escalated responses if repeat violations occur
- Accompanying documentation of enforcement responses (notices of non-compliance, notices of violations, etc.)

Evaluation Criteria: The City will report the total number of non-compliant construction sites reported to ADEM during the reporting period.

5.3.4 Responsible Party

The City of Gadsden Mayor's office and Engineering Department are responsible for implementing and tracking the construction site storm water provisions of the ordinance as well as other Construction Site Storm Water Runoff strategies.



5.4 Post-Construction Storm Water Management in New Development and Redevelopment

5.4.1 *Rationale Statement*

Post-construction runoff can significantly impact a water body by increasing the type and quantity of pollutants in storm water runoff and by increasing the volume of water delivered to the water body during storms. As runoff flows over areas altered by development, it collects sediment and chemicals such as oil, grease, pesticides, heavy metals, and nutrients. Instead of infiltrating, water is collected from surfaces such as asphalt and concrete and routed to drainage systems where large volumes of runoff are delivered to the nearest receiving water. Both impacts can be mitigated by proper post-construction planning.

5.4.2 *Target Audiences*

The primary target audiences within the City are:

- **Developers, Contractors, and Homebuilders**
 - Responsible for development and construction activities that can impact post-construction storm water management.
- **Engineers**
 - Responsible for designing post-construction storm water management plans

5.4.3 *Outreach Strategies*

The City plans to implement the following activities as part of their Post-Construction Storm Water Management Program during each reporting period. To evaluate the success of the program and aid in preparing the required Annual Report, evaluation criteria have been established for each strategy.

A table identifying each Post-Construction Storm Water Management strategy planned for each reporting period is provided in **Appendix E-2**. This table may aide in completion of the annual report.

Activity 1. Reducing Post-Construction Runoff Volume

Ordinance No. O-77-05, Section 108-6 provides for post-construction storm water management measures to reduce runoff volume. Designs should control the peak flow rates of storm water discharge associated with storms and reduce the generation of post construction storm water runoff to preconstruction levels. Specifically, all sites are required to have at least 10% vegetated area, and re-vegetated areas are required to have a minimum 75% survival of the cover crop for one year. Design should be intended to maintain or restore quality and volume of storm water runoff to pre-development levels.

The ordinance is included in **Appendix E-3** and can be downloaded from the City Webpage at the link provided below:

<http://www.GadsdenCity.com/city-services/departments/engineering-department>



The ordinance will be evaluated each reporting period. If changes are warranted, a new or revised ordinance will be approved and implemented.

Evaluation Criteria: The ordinance will be evaluated on its effectiveness in reducing runoff from new development or redevelopment. The City will report the number of submitted plans that include measures to reduce runoff volume. The City will report how many submitted plans meet or exceed the 10% green area rule, the number of enforcement actions taken, and an assessment of whether 75% survival of cover crops is achieved at construction sites across the City during the reporting period. The evaluation may also examine which control measures are typically utilized and if additional examples should be added to the ordinance.

Activity 2. Reducing Pollutants from Development

Ordinance No. O-77-05, Section 108-7 requires that storm water runoff be controlled to prevent pollution of local waters and provides a list of possible control measures. Section 108-5 states that designs should *"seek to utilize pervious areas for storm water treatment and to infiltrate storm water runoff from driveways, sidewalks, rooftops, parking lots, and landscaped areas to the maximum extent practical to provide treatment for both water quality and quantity"*.

The ordinance will be evaluated each reporting period. If changes are warranted, a new or revised ordinance will be approved and implemented.

Evaluation Criteria: The ordinance will be evaluated on its effectiveness in reducing runoff from new development or redevelopment. The evaluation may also examine which control measures are typically utilized and if examples of appropriate control measures should be added to the ordinance. The City will report the number of developments where treatment of storm water runoff is required and the criteria for requiring treatment of storm water runoff.

Activity 3. Long-Term Maintenance of Storm Water Controls

Ordinance No. O-77-05, Section 108-6 requires long-term maintenance of storm water control structures and provides for the City to require inspection, funding, and planning for permanent storm water management structures. Section 108-5 requires that the design and planning of all storm water management facilities include detailed maintenance and repair procedures. The plans should identify the parts or components that need to be maintained and the necessary equipment. This Section also requires the owner of the property must execute an inspection and maintenance agreement that shall operate as a deed restriction binding on the current property owner and all subsequent property owners. The Post Construction Storm Water Management Plan Maintenance Agreement and Easement form is attached in **Appendix E-4**.



The ordinance will be evaluated each reporting period. If changes are warranted, a new or revised ordinance will be approved and implemented.

Evaluation Criteria: The ordinance will be evaluated on its effectiveness in addressing long-term maintenance of storm water controls. The City will report the number of submitted plans that include detailed maintenance procedures, the number of maintenance agreements reviewed, the number of maintenance provisions approved or denied, and the number of enforcement actions taken.

Activity 4. Evaluate Obstacles to Low Impact/Green Development

The City will review and evaluate policies and ordinances related to building codes, or other local regulations, with a goal of identifying regulatory and policy impediments to the installation of green infrastructure and low-impact development techniques.

Evaluation Criteria: The City will report if obstacles are identified and provide a brief summary on how the conflicts will be resolved.

Activity 5. Plan Review

The City will review Sediment and Erosion Control Plans and Storm Water Management Plans for all new construction, prior to the approval or denial of a land disturbance permit application. If changes to post-construction controls are required, the City requires the plans to be resubmitted and the changes approved. The plans must provide a means of documenting that post-construction storm water measures meet the criteria of Ordinance No. O-77-05. Ordinance No. O-77-05 provides the plan review process and requirements.

Plan review will ensure proposed projects adequately address the City's erosion, sediment, and pollution control requirements. Plan review will also take into consideration what potential impacts to water quality the project may have.

Evaluation Criteria: The City will report the total number of plans reviewed, the number of plans approved or rejected during the reporting period, and the number of post-construction designs approved or rejected.

Activity 6. Construction Site Inspection Program

Designated City personnel will perform post-construction inspections for all post-construction controls within written notice that stabilization is complete to confirm post-construction storm water measures/structures have been installed according to the submitted plan. At a minimum an inspection will be conducted annually for each site to confirm post-construction BMPs are functioning as designed.

The City will maintain inspection documentation for review upon request. Records will include at a minimum:

- Facility type



- Inspection date
- Name and signature of inspector
- Location of construction project
- Owner/operator information (name, address, phone number, email)
- Description of storm water BMP condition
- Photographic documentation of storm water BMP components (at the discretion of the Permittee)

The City will evaluate the effectiveness of the construction site inspection program during each reporting period.

Evaluation Criteria: The City will report the number of inspections completed and the number of projects that were completed as per the submitted plans, the number of projects that were not constructed in accordance to the plans, and the resolution of those projects that were not. The City will also provide a summary of at least one inspection conducted during the reporting period that resulted in enforcement actions.

Activity 6. Post-construction Structural Controls Inventory

The City will compile an inventory of post-construction structural controls including those owned by the City. The list will be updated annually.

Evaluation Criteria: The City will a table of the post-construction structural controls with the owner/operator. The City will identify the newly added controls during the reporting period.

5.4.4 Responsible Party

The City of Gadsden Mayor's office and Engineering Department are responsible for implementing the provisions of the ordinance pertaining to post construction storm water management as well as other Post - Construction Site Storm Water Runoff strategies.

5.5 Pollution Prevention and Good Housekeeping for Municipal Operations

5.5.1 Rationale Statement

The City of Gadsden will develop and utilize BMPs designed to minimize pollution related to municipal operations and maintenance. These BMPs are intended to address storm water pollution from nutrients, sediments, petroleum products, and other common pollutants.

5.5.2 Target Audiences

The primary target audiences within the City are:

- **Municipal Employees**
 - Primarily responsible for identifying and reporting illicit discharges



- Potential contributors to storm water impacts through municipal operations

5.5.3 *Outreach Strategies*

The City will implement the following activities as part of their Pollution Prevention and Good Housekeeping for Municipal Operations Program during each reporting period. To evaluate the success of the program and aid in preparing the required Annual Report, evaluation criteria have been established for each strategy.

A table identifying each Pollution Prevention and Good Housekeeping for Municipal Operations strategy planned for each reporting period is provided in **Appendix E-2**. This table may aide in completion of the annual report.

Activity 1. Municipal Facilities

The City has 8 municipal facilities that have the potential to discharge pollutants through storm water runoff. A list of facilities and addresses are provided in **Appendix E-2**. Standard Operating Procedures (SOP) will be established detailing good housekeeping practices to be employed at each facility, where appropriate. SOPs will be developed by **May 31, 2017** and provided in the 2016-2017 Annual Report.

The City will inspect each facility for good housekeeping practices on a quarterly basis. A checklist will be established by **May 31, 2017** (and provided in the 2016-2017 Annual Report) to be used during inspections and to track noted deficiencies.

Evaluation Criteria: The City will provide a list of municipal facilities, the number of inspections performed at each facility, and the number of noted deficiencies. This information will help measure the municipal workers awareness of storm water issues.

Activity 2. Employee Training

The City will develop and implement a training program for municipal employees that focus on pollution prevention, good housekeeping measures, identification of potential illicit discharges, and other potential threats to storm water quality. Training materials will focus on vehicle maintenance and identification and reporting of potential illicit discharges.

A training session will be conducted each reporting period.

Evaluation Criteria: The City will provide details on the training topics presented to municipal workers during the reporting period. The City will keep attendance records and report the number of municipal workers trained during the reporting period. This information will help measure the municipal workers awareness of storm water issues.

Activity 3. Vehicle Maintenance Program



The City of Gadsden owns and operates a variety of vehicles and equipment used in municipal operations and maintenance. These vehicles include passenger cars, trucks, vans, and equipment. The City will continue to conduct routine maintenance of owned vehicles and will inspect vehicles for the presence of fluid leaks during routine maintenance using the vehicle inspection log. The City will promptly repair vehicles determined to have leaks. The City will log all repairs with an inspection checklist.

Evaluation Criteria: The City will provide a completed inspection log for at least one vehicle used during the reporting period. The City will report the frequency of inspections and the number of vehicle or equipment leaks identified during the reporting period as a result of the inspection program. This information will help measure the effectiveness of the vehicle inspection and maintenance program.

Activity 4.

Vehicle Wash Area

Vehicle washing will be performed only in designated areas. Each location will be reviewed, inspected, and modified as needed throughout the year. During the annual BMP training, the City will notify all employees of the locations of the designated wash areas.

The City operates a vehicle wash pad with an oil/water separator at the municipal fleet maintenance facility. The C&D Landfill has a permitted wash area for vehicles and equipment. The municipal golf course has established a wash area with an oil/water separator for carts. These locations are inspected as a requirement of their NPDES permit. During the annual BMP training, the City will notify all employees of the locations of the designated wash areas.

The City will prohibit the use of phosphate-containing soaps for vehicle washing (unless washing takes place at an NPDES-permitted facility).

Evaluation Criteria: The City will report the number of designated municipal vehicle washing areas. The City will also keep attendance records and report the number of municipal workers trained during the reporting period. This information will help measure the municipal workers awareness of storm water issues.

Activity 5.

Pesticide Application

Pesticide application in City Right of Ways is performed by an outside contractor. Prior to entering into or renewing any additional contracts the City will require the contractor to provide all necessary certifications and licensing during the bid process.

The City has a Mosquito Control Program and has obtained an NPDES permit (ALG870020) from ADEM for application practices. The City will follow ADEM regulations regarding mosquito pesticide application.



To reduce potential impact to waterways, the Public Works Department will review all areas where pesticides are to be used. Areas where pesticides are determined to pose a threat to water quality should be noted on the storm water map and identified in the annual report.

The City will comply with pesticide application and disposal regulations.

Evaluation Criteria: The City will maintain a copy of the current certification. The City will report the number of areas where it was determined pesticides impacted waterways during the reporting period, if any, and how the impact was resolved. A Storm Water System Map showing the location of these areas will be provided in the Annual Report. This information will help measure the effectiveness of the City's review.

Activity 6. Litter Ordinance

Ordinance No. O-28-06 dated March 28, 2006 states, "*It is unlawful for any person to throw or deposit litter from a vehicle onto public or private property or for the driver and/or owner (if present in the vehicle) to allow litter from the vehicle to be thrown or deposited onto public or private property*".

The ordinance is included in **Appendix E-3** and can be downloaded from the City Website at the link provided below:

<http://www.cityofgadsden.com/ArchiveCenter/ViewFile/Item/399>

Evaluation Criteria: The City will report the number of enforcements during the reporting period. This information will help measure the effectiveness of the ordinance.

Activity 7. Litter, Floatables, and Debris – Brush Pickup

The City performs brush pickup throughout the year on an as needed basis. The City also provides leaf pickup daily from October until the end of February. All debris is disposed of at the C&D Landfill owned by the City. The City will continue to implement a brush and leaf pickup program.

Evaluation Criteria: The City will describe how roads are prioritized. The City will also report the number of scheduled pickups and pounds of debris collected from pickups during the reporting period. This information will help measure the effectiveness of the brush and leaf pickup program.

Activity 8. Litter, Floatables, and Debris - Street Sweeping

The City performs street sweeping of primary and secondary streets five days a week. One sweeper works during the day and the other at night. The City will continue to implement a street sweeping program.



Evaluation Criteria: The City will describe how roads are prioritized. The City will also report the number of scheduled road cleanings, the number of roads that are swept each month, and pounds of debris collected from street sweeping during the reporting period. This information will help measure the effectiveness of the street sweeping program.

Activity 9. Litter, Floatables, and Debris – Recycling Center

The City manages a drop-off facility at 306 Henry Street. This program is advertised on the City website. The materials accepted as part of this program is provided on the website as well.

The City has also placed recycling trailers at City facilities and at surrounding county facilities. Trailers collect newsprint, cardboard, and plastics. The City picks up each trailer, replaces it with an empty trailer, and then takes it to the City's recycling center.

The City also provides recycling containers for paper and newspapers at City Hall. These containers are collected on a monthly basis.

Evaluation Criteria: The City will report the amount of materials (in total tons) collected during the curbside pickup and the drop-off locations. This information will help measure the public awareness of the events and degree of public participation.

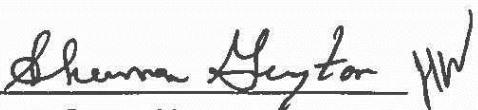
5.5.4 *Responsible Party*

The City of Gadsden Mayor's office and Engineering Department are responsible for implementing and tracking Pollution Prevention and Good Housekeeping strategies within municipal operations.

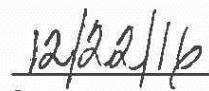


5.6 Agency Certification

I certify under penalty of law that this document and all attachments pertaining to the City of Gadsden 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 or imprisonment for knowing violations.



Sherman Guyton, Mayor
City of Gadsden, Alabama



Date



Storm Water Management Program Plan (SWMPP)

Gadsden-Etowah MS4 Entities

Gadsden, Etowah County, Alabama

S&ME Project No. 4482-14-028



6.0 City of Glencoe

The City of Glencoe encompasses approximately 5% of the Urbanized Area and accounts for 4.4% of the population. A map depicting the City of Glencoe's urbanized area and city limits is located in **Appendix F-1, Figure 1.**

The following sections detail the rationale statement, targeted audiences, planned activities, evaluation criteria, and the responsible party regarding the referenced control measure.

6.1 Public Education and Public Involvement on Storm Water Impacts

6.1.1 *Rationale Statement*

The City's goal is to have a comprehensive and effective public education and public involvement program, the intent of which is to:

1. Generate awareness of storm water pollution prevention by educating people about the storm water system and its relationship to the health of local waterways;
2. Modify behavior patterns through education and encouragement of active participation in water pollution prevention;
3. Educate the public of steps they can take to reduce pollutants in storm water runoff; and
4. Involve the general public by providing activities and opportunities for public participation in the storm water management program.

6.1.2 *Target Audiences*

The primary target audiences within the City are as follows:

- **General Public** (homeowners and citizens)
 - Potential contributors of storm water pollution through litter, yard waste, vehicle washing, illicit discharges on and off impervious surfaces, and the application of pesticides, herbicides, and fertilizers.
- **Local Businesses**
 - Potential contributors of storm water pollution through illicit discharges, litter, waste handling procedures.
- **Landscape Companies**
 - Potential contributors of storm water pollution through the application of pesticides, herbicides, and fertilizers and illicit discharges on impervious surfaces.
- **Engineers, Developers, and Contractors**
 - Potential contributors of storm water pollution through off-site sedimentation from development and construction.



6.1.3 *Planned Activities*

The City plans to implement the following activities as part of their Public Education and Public Involvement Program during each reporting period. To evaluate the success of the program and aid in preparing the required Annual Report, evaluation criteria have been established for each strategy.

A table identifying each Public Education and Public Involvement activity planned for each reporting period is provided in **Appendix F-2**. This table may aide in completion of the annual report.

Activity 1. Distribute Storm Water Educational Material

The City will use available resources obtained through networking or online resources, such as those provided by EPA, to prepare storm water education material to increase awareness of the public on storm water topics. The City will distribute these materials to citizens and business owners by placing materials at the Building Department and the Public Library.

Topics might include the following:

- Introduce the MS4 to the general public and discuss the storm water cycle and how common contaminants enter the storm water system.
- Educate households and businesses about proper and improper use, storage, and disposal of common household chemicals such as herbicides, pesticides, and fertilizers.
- Make the public aware of how the improper use of these chemicals can impact storm water quality.
- Discuss storm water impacts specifically related to litter, floatables, and debris
- Discuss how the cumulative effect of these contaminants impact the Coosa River and what individual households and businesses can do to reduce storm water pollutants.
- Provide information on how to identify and report illicit discharges.
- Provide information on additional resources pertaining to storm water, storm water pollution, and Neely Henry Lake TMDLs.
- Provide information on storm water contacts within the City of Glencoe and information on reporting potential storm water violations.

Evaluation Criteria: The City will report the number of materials placed at the City owned locations and how often the materials were replaced during the reporting period. This information will indicate the number of people who received educational materials.

Activity 2. Maintain the Storm Water Webpage

The City provides information on the City's MS4 Program and permit on the Code Enforcement Department webpage and Storm Water webpage within the City of Glencoe's website. The City will maintain this webpage and provide additional educational



materials each reporting period. Participation will be tracked through the number of "hits" on the webpage. The webpage will continue to be updated periodically to:

- Include general information on the MS4 permit and SWMPP;
- Discuss the storm water cycle and how common contaminants enter the storm water system;
- Provide educational materials about proper and improper use, storage, and disposal of common household chemicals;
- Provide educational materials on storm water impacts specifically related to litter, floatables, and debris
- Provide links to related storm water resources;
- Provide information on how to identify and report illicit discharges; and,
- Provide a calendar of upcoming community events related to storm water outreach.

The webpage can be viewed at the link provided below:

<http://www.cityofglencoe.net/storm-water/>

Evaluation Criteria: The City will report what information was added to the webpage and the number of "hits" on the webpage. This information will indicate the number of people who view the webpage and the associated educational materials.

Activity 3. Annual Report and SWMPP Availability

The City will provide the SWMPP and the current Annual Report available for public viewing on the City's website.

The webpage can be viewed at the link provided below:

<http://www.cityofglencoe.net/storm-water/>

Evaluation Criteria: The City will report number of "hits" on the webpage. This information will indicate the number of people who view the webpage and the associated SWMPP and Annual Report.

Activity 4. Partnerships in Educational and Public Involvement Events

The City will partner with Keep Etowah Beautiful, Clean Water Partnership of Alabama, and/or Alabama Power to distribute storm water educational material on storm water impacts specifically related to litter, floatables, and debris. The City will assist in promoting events such as *Renew Our Rivers*, *Message in a Bottle*, and/or community cleanup days. The events will be advertised and promoted by the City. Event details may be posted at the City Hall, the Public Library, and other businesses. Promotion methods may include co-sponsoring radio, television, and/or print advertisement with co-permittees and other stakeholders. City personnel will participate in the events.



Evaluation Criteria: The City will report number of participants who received educational materials during the events and the ways in which the City promoted and/or advertised the events. The City will report the number of City employees/representatives that participated in the event. This information will indicate the number of people who received educational materials and will help measure the public awareness of the events and degree of public participation.

Activity 5.**Promote and Participate in the Etowah County Water Festival**

The *Etowah County Water Festival* is an annual event for fourth grade students from public schools in Etowah County, Alabama. The festival provides hands-on activities that teach students the importance of surface and groundwater, its role in the environment and its effect on human, animal and plant life. The City will promote and participate in the annual *Etowah County Water Festival* through City resources. Promotion methods may include co-sponsoring radio, television, and/or print advertisement with co-permittees and other stakeholders. City personnel will participate in the festival.

Evaluation Criteria: The City will report number of City volunteers at the event and the ways in which the City promoted and/or advertised the event. This information will indicate the City's participation and will help measure the public awareness of the event and degree of public and City participation.

Activity 6.**Gadsden-Etowah MS4 Steering Committee Meetings**

The City will coordinate and/or participate in meetings of the Storm Water Steering Committee for entity updates, networking, and coordination of activities and BMP strategies.

Evaluation Criteria: The City will provide meeting agendas and attendance records during the reporting period. The City will report who attended each meeting. This information will indicate the participation of the steering committee and their interest in networking and coordination of activities.

Activity 7.**Provide Information on Construction Site Storm Water Impacts**

The City will provide pre-printed information on how construction site runoff can impact storm water quality to individuals requesting plan review and building/development permits.

Evaluation Criteria: The City will report the number of permits issued during the reporting period. This information will indicate the number of people who received educational materials.

Activity 8.**Provide Information on Low Impact / Green Development**

The City will provide pre-printed educational information on green development to individuals requesting plan review and building/development permits. Information may



include references to additional resources such as the Green Building Alliance, Low Impact Development Center, and U.S. Department of Housing and Urban Development.

The City will encourage developers and engineers to consider green infrastructure alternatives during the plan review process.

Evaluation Criteria: The City will report the number of permits issued and number of projects that incorporate these techniques during the reporting period. This information will indicate the number of people who received educational materials.

Activity 9. Public Reporting and Tracking System

The City provides a contact number on the City's Storm Water webpage for the public to provide input on the development, revision, and implementation of the SWMPP.

Additionally the public can report non-compliant construction sites, illicit discharges (including spills or illegal dumping), impaired waterways, and violations of ordinances relating to storm water pollution. The public may contact the City's Code Enforcement Department to make reports. The City utilizes a form to track the reports and follow-up with investigations where necessary.

Records of public reports, comment, or complaints will include:

- Date, time, and description of the report
- Location of subject construction sites
- Identification of any actions taken (inspections, enforcement, corrections, etc.) that are sufficient to cross-reference inspection and enforcement records

The City will continue to publicize the reporting number on the City's website and track received reports and the City's responses to the received reports. The City will evaluate the current public reporting and tracking methods.

Evaluation Criteria: The City will report the total number of inquiries received, the number of complaints addressed, and the number of complaints resolved during the reporting period. The City will also report whether or not the received reports contain the required information to find and address the suspected problem. The City will provide a summary of at least one complaint received during the reporting period. This information will help evaluate the effectiveness of the tracking and reporting system, as well as the public awareness and concern of storm water issues.

6.1.4 Responsible Party

The City of Glencoe Mayor's office and Code Enforcement Department are responsible for overseeing, developing, and coordinating the Public Education and Public Involvement efforts.



6.2 Illicit Discharge Detection and Elimination

6.2.1 *Rationale Statement*

The City of Glencoe Illicit Discharge Detection and Elimination (IDDE) program is designed to locate, identify, and correct illicit discharges to the MS4. Program emphasis will be placed on identifying and correcting pollutant discharges which could influence compliance with the Neely Henry Lake TMDLs and the Gadsden-Etowah monitoring program.

6.2.2 *Target Audiences*

The primary target audiences within the City for the IDDE program are:

- **Municipal Employees**
 - Primarily responsible for identifying and reporting illicit discharges
- **General Public** (homeowners and citizens)
 - Potential contributors of illicit discharges from activities such as dumping paint, motor oil, or other chemicals into a storm drain.
- **Local Businesses**
 - Potential contributors of illicit discharges through inadequate management practices and/or unpermitted facilities

6.2.3 *Outreach Strategies*

The City developed an IDDE Program in March 2014, a copy of which is provided in **Appendix C**. The City will continue to review and modify the program as necessary.

The City plans to implement the activities described in their IDDE Program during each reporting period. The IDDE Program has been simplified for the purposes of this section of the SWMPP to describe required activities. To evaluate the success of the program and aid in preparing the required Annual Report, evaluation criteria have been established for each strategy.

A map depicting all known outfalls, waters of the state that receive discharges from these outfalls, and structural BMPs owned, operated or maintained by the City is located in **Appendix F-1, Figures 2 and 3**. A table that provides latitude/longitude as well as other details of each known outfall is provided in **Appendix F-2**.

A table identifying each Illicit Discharge Detection and Elimination activity planned for each reporting period is provided in **Appendix F-2**. This table may aide in completion of the annual report.

Identifying Priority Areas

The City has delineated 18 drainage basins within the urbanized area (see **Appendix F, Figure 4**).

**Activity 1. Identify Priority Areas**

The City will identify which drainage basins are considered Priority Areas for each reporting period using the illicit discharge potential (IDP) calculation procedures detailed in Section 3 of the IDDE Program. The City will maintain records of the IDP calculations for each drainage basin.

Evaluation Criteria: The City will report the total IDP score for each drainage basin and will provide an updated map showing the identified Priority Areas. The City will report drainage basins that are newly listed or de-listed from the previous reporting year's calculations.

Field Assessment Activities

Based on Section 4 of the IDDE Program, the City will walk approximately 20% of their total stream length within the regulated MS4 each reporting period. Based on the stream lengths obtained from the national hydrography dataset, the City has 5.63 miles of total stream length (inventory) to walk. The City has walked 4.01 miles of the total inventory to date. The stream-walking programs will target Priority Areas first. The anticipated date of completion for the initial mapping is **March 31, 2019**.

The City has identified 27 outfalls within the MS4 Boundary.

Activity 2. Outfall Identification

The City has implemented a stream-walking program designed to identify previously unknown outfalls to the MS4 as well as verify and re-evaluate known outfalls. The City plans to complete an average of four to five miles of stream inventory each reporting period. The implementation process is detailed in Section 4 of the IDDE Program.

Evaluation Criteria: The City will maintain records of field observations. The City will report the number of outfalls identified and the stream length walked during the reporting period. The City will provide updated tables and maps that include the outfalls identified by the stream-walking program.

Activity 3. Probable Outfall Verification

Probable outfalls may be identified during field and/or mapping activities, during review of proposed development plans, or through illicit discharge reports. When a probable outfall is identified, it will be added to the Storm Sewer System Map and labeled as unverified.

The City will verify probable outfalls through field observation within 18 months of their addition to the Storm Sewer System Map. The implementation process is detailed in Section 4 of the IDDE Program.

Evaluation Criteria: The City will report the number of probable outfalls that were identified and the number of outfalls that were verified during the reporting period. The



City will provide updated tables and maps that include the verified outfalls, as well as probable outfalls that are planned to be verified in the following reporting period. The City will maintain records of field observations.

Activity 4.**Outfall Reconnaissance Inventory (ORI) Dry Weather**

As required by the permit, 15% of all known outfalls will be inspected during each reporting period and all outfalls will be inspected in the 5 year permit cycle. Additionally, the City or subcontracted crews will conduct dry weather monitoring of major outfalls in Priority Areas at a frequency of 20% each reporting period. The implementation process is detailed in Section 7 of the IDDE Program. Dry weather monitoring activities may be combined with outfall verification as described in Activity 3.

Evaluation Criteria: The City will maintain records of field observations. The City will report the number of outfalls inspected during the reporting period. The City will also provide a summary of the results of outfall reconnaissance inventory activities conducted during the reporting period that will include a list of outfalls observed during each reporting period.

Activity 5.**Suspect Discharge Sampling**

If a dry weather flow has a severity index of 3 on one or more indicators in Section 4 of the Outfall Reconnaissance Inventory Field Sheet, or if field screening indicates a suspect discharge, field crews will collect samples for further analysis. The implementation process is detailed in Section 7 of the IDDE Program.

Evaluation Criteria: The City will report the number of identified dry weather flows, suspect discharges, and samples collected during the reporting period. The City will report the analysis results for the collected samples. The City will report if the suspect discharge was confirmed to be an illicit discharge and, if known, the type of illicit discharge.

IDDE Investigation**Activity 6.****Outfall Ranking**

During field activities, data from each Outfall Reconnaissance Inventory Field Sheet will be analyzed to characterize the observed outfall as having obvious, suspect, possible, or unlikely discharge potential. This characterization will prioritize the outfall investigation during field activities as well as reported discharges. The implementation process is detailed in Section 7 of the IDDE Program.

Evaluation Criteria: The City will report the ranking of each outfall inspected during the reporting period. The City will report the number of outfalls that required further investigation.

**Activity 7. Discharge Investigation**

Illicit discharge investigations will be performed to determine the source of a discharge problem and the responsible party. When the source is not known for an obvious illicit discharges, an investigation will be performed to determine the source within 10 days. When a suspect illicit discharges, an investigation will be performed to determine the source within 30 days. Potential illicit discharges will be investigated within 60 days. Within 10 days of the identification of the source of a discharge and responsible party, the discharge shall be eliminated. Where this is not possible, the discharge shall be minimized until it can be eliminated. The implementation process is detailed in Section 7, 8, and 9 of the IDDE Program.

Evaluation Criteria: The City will report the number of illicit discharge investigations performed during the reporting period. The City will also report the number of confirmed illicit discharges, if a source was determined, and if the discharge was eliminated.

Corrective Action Record Keeping**Activity 8. Corrective Action Record Keeping**

When a suspect illicit discharge or illicit connection is identified, a case log detailing pertinent information will be created. Throughout the corrective action process, all information related to the resolution of the illicit discharge will be documented in the case log.

Evaluation Criteria: The City will maintain records of the correction actions. The City will report the number of confirmed illicit discharges and the number of illicit discharges corrected or eliminated during the reporting period. The City will also report the number of confirmed illicit discharges where corrective action is pending.

Storm Water System Mapping

As stated in Section 4.2, the City has created a Storm Water System map depicting all known outfalls, waters of the State that receive discharges from these outfalls, and structural BMPs owned, operated or maintained by the City. This map is a hard copy in the Building Department. Additionally, the City is utilizing Google Earth to locate and store outfalls. A copy of the map is located in **Appendix F-1, Figures 2 and 3**. A table that provides latitude/longitude as well as other details of each known outfall is provided in **Appendix F-2**.

Activity 9. Update Storm Water System Map – Existing Features

The City will update the Map as new outfalls are located and new structural BMPs are identified or added to the MS4. The implementation process is further discussed in Section 5 of the IDDE Program.



Evaluation Criteria: The City will provide an updated Storm Water System Map showing the features added during the reporting period.

Activity 10. Update Storm Water System Map – Future Additions

Proposed additions within the City, including new storm sewer and drainage conveyances, will be mapped based on the civil plans provided to the City by developers. Outfalls from proposed development will be verified after construction is complete, as part of Activity 3. The implementation process is further discussed in Section 5 of the IDDE Program.

Evaluation Criteria: The City will report the number of civil plans provided to the City and the number of verified new features or outfalls during the reporting period. The City will provide an updated Storm Water System Map showing the features added during the reporting period.

Illicit Discharge Ordinance**Activity 11. Evaluate IDDE Ordinance**

Section 8 of Ordinance 07-06 dated November 8, 2007 defines illicit discharges and responsibility of the public as well as procedures for escalating enforcement and removal actions. This is also further discussed in Section 6 of the IDDE Program. The City will evaluate the effectiveness of the ordinance each reporting period. If updates are required, the City will amend the existing ordinance or prepare a new ordinance. The ordinance is included in **Appendix F-3** and can be downloaded from the City Webpage at the link provided below:

<http://www.cityofglencoe.net/ordinances/>

Evaluation Criteria: The ordinance will be evaluated on its effectiveness in addressing identified illicit discharges and preventing repeat offenders. The City will report the number of complaints received, number of illicit discharges identified during the reporting period, the number of resolved violations, the number of repeat offenders, and the number of enforcement actions taken.

IDDE Public Education**Activity 12. Distribute Storm Water Educational Material**

The City will provide educational materials highlighting identification and reporting of potential illicit discharges on the City's storm water webpage and/or place educational materials at City owned locations such as the City Hall, the Public Library, and/or Building Department.

Evaluation Criteria: The City will report the number of hits to the webpage and/or the number of materials placed at the City owned locations and how often the materials were



replaced during the reporting period. This information will indicate the number of people who received educational materials.

Activity 13. Public Reporting and Tracking System

The City provides a contact number on the City's Storm Water webpage for the public to report non-compliant construction sites, illicit discharges (including spills or illegal dumping), impaired waterways, and violations of ordinances relating to storm water pollution. The public may contact the City's Code Enforcement Department to make reports. The City utilizes a form to track the reports and follow-up with investigations where necessary.

Records of public complaints will include:

- Date, time, and description of the complaint
- Location of subject of the subject complaint
- Identification of any actions taken (inspections, enforcement, corrections, etc.) that are sufficient to cross-reference inspection and enforcement records

The City will continue to publicize the reporting number on the City's website and track received complaints and the City's responses to the received complaints. The City will evaluate the current public reporting and tracking methods.

Evaluation Criteria: The City will track the total number of reports received, the number of complaints addressed, and the number of complaints resolved during the reporting period. The City will also report whether or not the received reports contain the required information to find and address the suspected problem. The City will provide a summary of at least one complaint received during the reporting period. This information will help evaluate the effectiveness of the tracking and reporting system, as well as the public awareness and concern of storm water issues.

Activity 14. Municipal Training

Municipal workers will be trained in the identification of illicit discharges as well as the prevention of storm water pollution at municipal facilities or related to municipal activities. Specific municipal operations such as fueling, vehicle maintenance, vehicle washing, paint and paint waste storage and disposal, and used oil disposal may be addressed. The training session will be conducted annually during each reporting period.

Municipal workers will be notified of the procedures for reporting suspected illicit discharges to the City Engineer and/or the City IDDE Program Manager, including the preferred method of contact (email) and the information to be included in the report (e.g., location, date, time, observations).

Evaluation Criteria: The City will provide details on the training topics presented to the municipal workers. The City will maintain attendance records and report the number of



municipal workers trained during the reporting period. This information will help evaluate the municipal workers awareness of illicit discharges and storm water issues.

Storm Water Monitoring

Activity 15. Storm Water Monitoring Locations

Storm water monitoring locations were identified in Table 2.1, Section 2.5 and those within the City's MS4 boundaries are depicted on the City's Storm Water System Map. The remaining monitoring locations were added to the Google Earth file. If additional monitoring locations are recommended as a result of the analysis of the monitoring data, the City will update the map with the revised or additional locations.

Evaluation Criteria: If additional locations are added, the City will provide an updated Storm Water System Map showing the features added during the reporting period.

Activity 16. Evaluation of Monitoring Data

In conjunction with the monitoring provisions of Section 2.2 of the SWMPP, the City will evaluate the collected monitoring data for indicators of potential illicit discharges within the City and to assess the effectiveness of the BMPs in achieving the reductions outlined in the 2008 TMDL.

Evaluation Criteria: The City will report which monitoring points appear to have relatively higher pollutant levels. The City will make recommendations to the Gadsden-Etowah MS4 Storm Water Steering Committee to add and/or modify monitoring points to better characterize discharges from the MS4.

NPDES Industrial Permitting

Activity 17. NPDES Industrial Permitting

As authorized by the Clean Water Act, the NPDES Permit program controls water pollution by regulating point sources that discharge pollutants into waters of the United States. Title 40, Part 122 of the Code of Federal Regulations (40CFR122) specifies that discharges associated with certain industrial activities must obtain an NPDES permit. The ADEM currently provides for individual and general NPDES permitting.

Information pertaining to permitted facilities will be obtained from available public sources such as MYWATERS Mapping, EPA ECHO Database, and/or ADEM E-file and incorporated into the Storm Water System Map. This information will be used in conjunction with the storm water system mapping and monitoring data to evaluate potential sources of storm water pollution and to identify unpermitted facilities.



Unpermitted facilities that require an NPDES permit will be reported to the Industrial Section of the ADEM in Montgomery, Alabama by phone and/or email. The City of Glencoe continues to rely on the ADEM for industrial NPDES permitting and enforcement.

Evaluation Criteria: The City will provide the number of unpermitted facilities reported to ADEM during the reporting period, if any. This information will help measure the effectiveness of the reporting and identification of unpermitted facilities.

6.2.4 *Responsible Party*

The City of Glencoe Mayor's office and Code Enforcement Department are responsible for overseeing, developing, and coordinating the IDDE program in the City of Glencoe regulated MS4 area.

6.3 Construction Site Storm Water Runoff

6.3.1 *Rationale Statement*

The City's construction site storm water runoff control program is primarily designed to address storm water pollution due to off-site sedimentation from qualifying construction sites to the maximum extent practicable.

6.3.2 *Target Audiences*

The primary target audiences within the City are:

- **Developers, Contractors, and Homebuilders**
 - Potential contributors of storm water pollution through development and construction activities.
- **Engineers**
 - Responsible for designing effective best management practices to minimize off-site sedimentation from construction activities.

6.3.3 *Outreach Strategies*

The City plans to implement the following activities as part of their Construction Site Storm Water Runoff Program during each reporting period. To evaluate the success of the program and aid in preparing the required Annual Report, evaluation criteria have been established for each strategy.

A table identifying each Construction Site Storm Water Runoff strategy planned for each reporting period is provided in **Appendix F-2**. This table may aide in completion of the annual report.

Activity 1. Erosion and Sediment Control Ordinance

The City's Ordinance 07-06 dated November 8, 2007 regulates storm water management within the City. Section 3 of the ordinance requires that construction sites obtain a land disturbance permit from the City if the total disturbed area is greater than one acre or the activity adjoins a river or stream that has running water. The ordinance also requires the



submittal of a Sediment and Erosion Control Plan and a Storm Water Management Plan to the City with the permit application. Approval of each land disturbance permit application and associated plans is provided by the City in writing. Section 9 of the ordinance provides for enforcement of the City storm water regulations. Section 10 provides for penalties between \$50.00 and \$500.00 per day per violation.

Section 5 states the *Alabama Handbook for Erosion Control, Sediment Control, and Storm Water Management on Construction Sites and Urban Areas* as the City's standard for BMP design.

The ordinance is included in **Appendix F-3** and can be downloaded from the City Webpage at the link provided below:

<http://www.cityofglencoe.net/ordinances/>

The City will evaluate the effectiveness of the Ordinance 07-06 during each reporting period. If changes are warranted, a new or revised ordinance will be approved and implemented.

Evaluation Criteria: The ordinance will be evaluated on its effectiveness in addressing erosion and sediment control. The City will report the number of non-compliant construction sites identified by the City, the number of enforcement actions taken, the number of non-compliant sites reported to the ADEM, and whether the individuals or businesses responsible for identified non-compliant construction sites are repeat offenders.

Activity 2. Construction Site Inspection Program

Designated City personnel will inspect all qualifying construction sites within 60 days of initial disturbance, at periodic intervals during construction, and following stabilization. At a minimum an inspection will be conducted once a month for each priority construction site as defined by the ADEM based on the most recent 303(d) list. The Building Department Inspectors and Code Enforcement Department personnel work together to perform the necessary inspections and implement work orders for subsequent inspections and potential enforcement when sites are non-compliant. Ordinance No. 07-06 provides for periodic inspections of construction sites at the discretion of the Enforcement Officer or City Engineer.

The City will maintain inspection documentation for review upon request. Records will include at a minimum:

- Facility type
- Inspection date
- Name and signature of inspector
- Location of construction project
- Owner/operator information (name, address, phone number, email)



- Description of storm water BMP condition
- Photographic documentation of storm water BMP components (at the discretion of the Permittee)

The City will evaluate the effectiveness of the construction site inspection program during each reporting period.

Evaluation Criteria: The City will report the number of inspections completed, the number of non-compliant construction sites identified by the City, the number of enforcement actions taken, the number of non-compliant sites reported to the ADEM, and whether the individuals or business responsible for identified non-compliant construction sites are repeat offenders. The City will also provide a summary of at least one inspection conducted during the reporting period that resulted in enforcement actions.

Activity 3. Sediment and Erosion Control Plan Review

Section 3(4)(b) of Ordinance 07-06 requires that each application for a Land Disturbance Permit be accompanied by a Sediment and Erosion Control Plan and a Storm Water Management Plan providing for storm water management during the land disturbing activity and after the activity has been completed. Prior to approval or denial of a land disturbance permit application, the City will review the provided plans. Ordinance No. 07-06 provides the plan review process and requirements.

Plan review will ensure proposed projects adequately address the City's erosion, sediment, and pollution control requirements. Plan review will also take into consideration what potential impacts to water quality the project may have.

Evaluation Criteria: The City will report the total number of plans reviewed, the number of plans approved or denied during the reporting period, and number of plans that meet the requirements the Alabama Construction General Permit.

Activity 4. BMP Training Program

City personnel tasked with plan review and/or conducting BMP inspections will undergo annual training on proper design, installation, inspection, and maintenance of on-site control measures and on new technology and practices. All inspectors will complete initial storm water awareness training and attend annual refreshers. The City will maintain Qualified Credentialed Inspector (QCI) certification for one employee, should additional plan reviewers or inspectors be needed, they will be trained accordingly. QCI certification will be maintained through the approved annual refresher courses.

Evaluation Criteria: The City will provide a copy of the QCI certificates and records of awareness training received during the reporting period.



Activity 5. Public Reporting and Tracking System

The City provides a contact number on the City's Storm Water webpage for the public to report non-compliant construction sites, illicit discharges (including spills or illegal dumping), impaired waterways, and violations of ordinances relating to storm water pollution. The public may contact the City's Code Enforcement Department to make reports. The City utilizes a form to track the reports and follow-up with investigations where necessary.

Records of public complaints will include:

- Date, time, and description of the complaint
- Location of subject construction sites
- Identification of any actions taken (inspections, enforcement, corrections, etc.) that are sufficient to cross-reference inspection and enforcement records

The City will continue to publicize the reporting number on the City's website and track received complaints and the City's responses to the received complaints. The City will evaluate the current public reporting and tracking methods.

Evaluation Criteria: The City will report the total number of complaints received, the number of complaints addressed, and the number of complaints resolved during the reporting period. The City will also report whether or not the received reports contain the required information to find and address the suspected problem. The City will provide a summary of at least one complaint received during the reporting period. This information will help evaluate the effectiveness of the tracking and reporting system, as well as the public awareness and level of concern of storm water issues.

Activity 7. Enforcement of Non-Compliant Sites

The City is relying on ADEM to establish the standards for appropriate erosion and sediment controls for qualifying construction sites. The City will notify the ADEM of any construction sites where a possible violation of the Clean Water Act has occurred such as lack of NPDES permit or ineffective BMPs following an inspection by the City.

Section 9 of Ordinance 07-06, included in **Appendix F-3**, describes the enforcement process. The process is summarized below.

1. When the City finds that any permitted or any other person discharging storm water has violated or is violating the ordinance, the City will issue a written notice of violation.
2. Within ten days of this notice, an explanation of the violation and a plan for the satisfactory correction and prevention shall be submitted.
3. The City is empowered to enter into consent orders, assurances of voluntary compliance, or other similar documents establishing an agreement with the person responsible for the noncompliance.



4. When the City finds that any person has violated or continues to violate this ordinance or a permit or order issued hereunder, a compliance order may be issued.
5. When the City finds that any person has violated or continues to violate this ordinance or a permit or order issued hereunder, an order to cease and desist.

The City will rely on the ADEM for construction NPDES enforcement when a permit is required but has not been obtained or of situations where the City's enforcement actions have not resulted in compliance. These non-compliant sites will be reported to the Construction Section of the Stormwater Management Division of ADEM in Birmingham, Alabama by phone and/or email.

The City will maintain records of non-compliant sites referred to ADEM. Records will include:

- Name of the owner/operator
- Location of construction project
- Description of violation
- Required schedule for returning to compliance
- Description of enforcement response used, including escalated responses if repeat violations occur
- Accompanying documentation of enforcement responses (notices of non-compliance, notices of violations, etc.)

Evaluation Criteria: The City will report the total number of non-compliant construction sites reported to ADEM during the reporting period.

6.3.4 *Responsible Party*

The City of Glencoe Mayor's office and Engineering Department are responsible for implementing and tracking the construction site storm water provisions of the ordinance as well as other Construction Site Storm Water Runoff strategies.

6.4 Post-Construction Storm Water Management in New Development and Redevelopment

6.4.1 *Rationale Statement*

Post-construction runoff can significantly impact a water body by increasing the type and quantity of pollutants in storm water runoff and by increasing the volume of water delivered to the water body during storms. As runoff flows over areas altered by development, it collects sediment and chemicals such as oil, grease, pesticides, heavy metals, and nutrients. Instead of infiltrating, water is collected from surfaces such as asphalt and concrete and routed to drainage systems where large volumes of runoff are delivered to the nearest receiving water. Both impacts can be mitigated by proper post-construction planning.



6.4.2 Target Audiences

The primary target audiences within the City are:

- **Developers, Contractors, and Homebuilders**
 - Responsible for development and construction activities that can impact post-construction storm water management.
- **Engineers**
 - Responsible for designing post-construction storm water management plans

6.4.3 Outreach Strategies

The City plans to implement the following activities as part of their Post-Construction Storm Water Management Program during each reporting period. To evaluate the success of the program and aid in preparing the required Annual Report, evaluation criteria have been established for each strategy.

A table identifying each Post-Construction Storm Water Management strategy planned for each reporting period is provided in **Appendix F-2**. This table may aide in completion of the annual report.

Activity 1. Reducing Post-Construction Runoff Volume

Ordinance No. 07-06, Section 6 provides for post-construction storm water management measures to reduce runoff volume. Designs should control the peak flow rates of stormwater discharge associated with storms and reduce the generation of post construction stormwater runoff to preconstruction levels. Specifically, all sites are required to have at least 10% vegetated area, and re-vegetated areas are required to have a minimum 75% survival of the cover crop for one year. Design should be intended to maintain or restore quality and quantity of storm water runoff to pre-development levels.

The ordinance will be evaluated each reporting period. If changes are warranted, a new or revised ordinance will be approved and implemented.

Evaluation Criteria: The ordinance will be evaluated on its effectiveness in reducing runoff from new development or redevelopment. The City will report the number of submitted plans that include measures to reduce runoff volume. The City will report how many submitted plans meet or exceed the 10% green area rule, the number of enforcement actions taken, and an assessment of whether 75% survival of cover crops is achieved at construction sites across the City during the reporting period. The evaluation may also examine which control measures are typically utilized and if additional examples should be added to the ordinance.

Activity 2. Reducing Pollutants from Development

Ordinance No. O-77-05, Section 7 requires that storm water runoff be controlled to prevent pollution of local waters and provides a list of possible control measures. Section 5 states that designs should "seek to utilize pervious areas for storm water treatment and



to infiltrate storm water runoff from driveways, sidewalks, rooftops, parking lots, and landscaped areas to the maximum extent practical to provide treatment for both water quality and quantity".

Section 7 of Ordinance No. 07-06 requires that storm water runoff be controlled to prevent pollution of local waters and provides a list of possible control measures.

The ordinance will be evaluated each reporting period. If changes are warranted, a new or revised ordinance will be approved and implemented.

Evaluation Criteria: The ordinance will be evaluated on its effectiveness in reducing runoff from new development or redevelopment. The evaluation may also examine which control measures are typically utilized and if examples of appropriate control measures should be added to the ordinance. The City will report the number of developments where treatment of storm water runoff is required and the criteria for requiring treatment of storm water runoff.

Activity 3. Long-Term Maintenance of Storm Water Controls

Ordinance No. 07-06, Section 6 requires long-term maintenance of storm water control structures and provides for the City to require inspection, funding, and planning for permanent storm water management structures. Section 5 requires that the design and planning of all storm water management facilities include detailed maintenance and repair procedures. The plans should identify the parts or components that need to be maintained and the necessary equipment. This Section also requires that the owner of the property execute an inspection and maintenance agreement that shall operate as a deed restriction binding on the current property owner and all subsequent property owners.

Section 6 of Ordinance No. 07-06 requires long-term maintenance of storm water control structures and provides for the City to require inspection, funding, and planning for permanent storm water management structures. Section 5 requires that the design and planning of all storm water management facilities include detailed maintenance and repair procedures.

The ordinance will be evaluated each reporting period. If changes are warranted, a new or revised ordinance will be approved and implemented.

Evaluation Criteria: The ordinance will be evaluated on its effectiveness in addressing long-term maintenance of storm water controls. The City will report the number of submitted plans that include detailed maintenance procedures, the number of maintenance agreements reviewed, the number of maintenance provisions approved or denied, and the number of enforcement actions taken.

Activity 4. Evaluate Obstacles to Low Impact/Green Development



The City will review and evaluate policies and ordinances related to building codes, or other local regulations, with a goal of identifying regulatory and policy impediments to the installation of green infrastructure and low-impact development techniques.

Evaluation Criteria: The City will report if obstacles are identified and provide a brief summary on how the conflicts will be resolved.

Activity 5.

Plan Review

The City will review Sediment and Erosion Control Plans and Storm Water Management Plans for all new construction, prior to the approval or denial of a land disturbance permit application. If changes to post-construction controls are required, the City requires the plans to be resubmitted and the changes approved. The plans must provide a means of documenting that post-construction storm water measures have been installed per design specifications. Ordinance No. O-77-05 provides the plan review process and requirements.

Plan review will ensure proposed projects adequately address the City's erosion, sediment, and pollution control requirements. Plan review will also take into consideration what potential impacts to water quality the project may have.

Evaluation Criteria: The City will report the total number of plans reviewed, the number of plans approved or rejected during the reporting period, and the number of post-construction designs approved or rejected.

Activity 6.

Construction Site Inspection Program

Designated City personnel will perform post-construction inspections for all post-construction controls within written notice that stabilization is complete to confirm post-construction storm water measures/structures have been installed according to the submitted plan. At a minimum an inspection will be conducted annually for each site to confirm post-construction BMPs are functioning as designed.

The City will maintain inspection documentation for review upon request. Records will include at a minimum:

- Facility type
- Inspection date
- Name and signature of inspector
- Location of construction project
- Owner/operator information (name, address, phone number, email)
- Description of storm water BMP condition
- Photographic documentation of storm water BMP components (at the discretion of the Permittee)



The City will evaluate the effectiveness of the construction site inspection program during each reporting period.

Evaluation Criteria: The City will report the number of inspections completed and the number of projects that were completed as per the submitted plans, the number of projects that were not constructed in accordance to the plans, and the resolution of those projects that were not. The City will also provide a summary of at least one inspection conducted during the reporting period that resulted in enforcement actions.

Activity 6. Post-construction Structural Controls Inventory

The City will compile an inventory of post-construction structural controls including those owned by the City. The list will be updated annually.

Evaluation Criteria: The City will a table of the post-construction structural controls with the owner/operator. The City will identify the newly added controls during the reporting period.

6.4.4 Responsible Party

The City of Glencoe Mayor's office and Engineering Department are responsible for implementing the provisions of the ordinance pertaining to post construction storm water management as well as other Post - Construction Site Storm Water Runoff strategies.

6.5 Pollution Prevention and Good Housekeeping for Municipal Operations

6.5.1 Rationale Statement

The City of Glencoe will develop and utilize BMPs designed to minimize pollution related to municipal operations and maintenance. These BMPs are intended to address storm water pollution from nutrients, sediments, petroleum products, and other common pollutants.

6.5.2 Target Audiences

The primary target audiences within the City are:

- **Municipal Employees**

- Primarily responsible for identifying and reporting illicit discharges
- Potential contributors to storm water impacts through municipal operations

6.5.3 Outreach Strategies

The City will implement the following activities as part of their Pollution Prevention and Good Housekeeping for Municipal Operations Program during each reporting period. To evaluate the success of the program and aid in preparing the required Annual Report, evaluation criteria have been established for each strategy.



A table identifying each Pollution Prevention and Good Housekeeping for Municipal Operations strategy planned for each reporting period is provided in **Appendix F-2**. This table may aide in completion of the annual report.

Activity 1. Municipal Facilities

The City has 3 municipal facilities that have the potential to discharge pollutants through storm water runoff. A list of facilities and addresses are provided in **Appendix F-2**.

Standard Operating Procedures (SOP) will be established detailing good housekeeping practices to be employed at each facility, where appropriate. SOPs will be developed by **May 31, 2017** and provided in the 2016-2017 Annual Report.

The City will inspect each facility for good housekeeping practices on a quarterly basis. A checklist will be established by **May 31, 2017** (and provided in the 2016-2017 Annual Report) to be used during inspections and to track noted deficiencies.

Evaluation Criteria: The City will provide a list of municipal facilities, the number of inspections performed at each facility, and the number of noted deficiencies. This information will help measure the municipal workers awareness of storm water issues.

Activity 2. Employee Training

The City will develop and implement a training program for municipal employees that focus on pollution prevention, good housekeeping measures, identification of potential illicit discharges, and other potential threats to storm water quality. Training materials will focus on vehicle maintenance and identification and reporting of potential illicit discharges.

A training session will be conducted each reporting period.

Evaluation Criteria: The City will provide details on the training topics presented to municipal workers during the reporting period. The City will keep attendance records and report the number of municipal workers trained during the reporting period. This information will help measure the municipal workers awareness of storm water issues.

Activity 3. Vehicle Maintenance Program

The City of Glencoe owns and operates a variety of vehicles and equipment used in municipal operations and maintenance. These vehicles include passenger cars, trucks, vans, and equipment. The City will continue to conduct routine maintenance of owned vehicles and will inspect vehicles for the presence of fluid leaks during routine maintenance using the vehicle inspection log. The City will promptly repair vehicles determined to have leaks. The City will log all repairs with an inspection checklist.

Evaluation Criteria: The City will provide a completed inspection log for at least one vehicle used during the reporting period. The City will report the frequency of inspections



and the number of vehicle or equipment leaks identified during the reporting period as a result of the inspection program. This information will help measure the effectiveness of the vehicle inspection and maintenance program.

Activity 4.**Vehicle Wash Area**

Vehicle washing will be performed only in designated areas. Each location will be reviewed, inspected, and modified as needed throughout the year. During the annual BMP training, the City will notify all employees of the locations of the designated wash areas.

The City will prohibit the use of phosphate-containing soaps for vehicle washing (unless washing takes place at an NPDES-permitted facility).

Evaluation Criteria: The City will report the number of designated municipal vehicle washing areas. The City will also keep attendance records and report the number of municipal workers trained during the reporting period. This information will help measure the municipal workers awareness of storm water issues.

Activity 5.**Pesticide Application**

Currently, the City of Glencoe does not spray pesticides (insecticides and herbicides) to control insect pests and unwanted vegetation; however, if the City decides to do so, the City will contract out pesticide application until select City employees obtain the necessary certification. Prior to entering into or renewing any additional contracts the City will require the contractor to provide all necessary certifications and licensing during the bid process.

To reduce potential impact to waterways, the City will review all areas where pesticides are to be used. Areas where pesticides are determined to pose a threat to water quality should be noted on the storm water map and identified in the annual report.

The City will comply with pesticide application and disposal regulations.

Evaluation Criteria: If the City contracts for pesticide application, the City will maintain a copy of the applicator's current certification. The City will report the areas where the pesticides were applied and whether or not there was a potential for waterways to be impacted.

Activity 6.**Litter, Floatables, and Debris – Brush Pickup**

The City performs brush, limb, bagged leaves, and grass clipping pickup throughout the year on an as needed basis. Citizens may call City Hall and request a pickup. The City will continue to implement a brush and leaf pickup program.



Evaluation Criteria: The City will also report the number of scheduled pickups and pounds of debris collected from pickups during the reporting period. This information will help measure the effectiveness of the brush and leaf pickup program.

6.5.4 Responsible Party

The City of Glencoe Mayor's office and Engineering Department are responsible for implementing and tracking Pollution Prevention and Good Housekeeping strategies within municipal operations.



6.6 Agency Certification

I certify under penalty of law that this document and all attachments pertaining to the City of Glencoe 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 or imprisonment for knowing violations.

Charles Gilchrist by D. S. W. Jr.
Charles Gilchrist, Mayor
City of Glencoe, Alabama

*Mayor Pro-Tempore
City of Glencoe*

12/21/16

Date



7.0 City of Hokes Bluff

The City of Hokes Bluff encompasses approximately 5.5% of the Urbanized Area and accounts for 4.4% of the population. A map depicting the City of Hokes Bluff's urbanized area and city limits is located in **Appendix G-1, Figure 1**.

The following sections detail the rationale statement, targeted audiences, planned activities, evaluation criteria, and the responsible party regarding the referenced control measure.

7.1 Public Education and Public Involvement on Storm Water Impacts

7.1.1 *Rationale Statement*

The City's goal is to have a comprehensive and effective public education and public involvement program, the intent of which is to:

1. Generate awareness of storm water pollution prevention by educating people about the storm water system and its relationship to the health of local waterways;
2. Modify behavior patterns through education and encouragement of active participation in water pollution prevention;
3. Educate the public of steps they can take to reduce pollutants in storm water runoff; and
4. Involve the general public by providing activities and opportunities for public participation in the storm water management program.

7.1.2 *Target Audiences*

The primary target audiences within the City are as follows:

- **General Public** (homeowners and citizens)
 - Potential contributors of storm water pollution through litter, yard waste, vehicle washing, illicit discharges on and off impervious surfaces, and the application of pesticides, herbicides, and fertilizers.
- **Local Businesses**
 - Potential contributors of storm water pollution through illicit discharges, litter, waste handling procedures.
- **Landscape Companies**
 - Potential contributors of storm water pollution through the application of pesticides, herbicides, and fertilizers and illicit discharges on impervious surfaces.
- **Engineers, Developers, and Contractors**
 - Potential contributors of storm water pollution through off-site sedimentation from development and construction.



7.1.3 *Planned Activities*

The City plans to implement the following activities as part of their Public Education and Public Involvement Program during each reporting period. To evaluate the success of the program and aid in preparing the required Annual Report, evaluation criteria have been established for each strategy.

A table identifying each Public Education and Public Involvement activity planned for each reporting period is provided in **Appendix G-2**. This table may aide in completion of the annual report.

Activity 1. Distribute Storm Water Educational Material

The City will use available resources obtained through networking or online resources, such as those provided by EPA, to prepare storm water education material to increase awareness of the public on storm water topics. The City will distribute education materials to the approximately 500 households and businesses through inclusion in garbage collection bills. These materials will be distributed twice per year.

Topics might include the following:

- Introduce the MS4 to the general public and discuss the storm water cycle and how common contaminants enter the storm water system.
- Educate households and businesses about proper and improper use, storage, and disposal of common household chemicals such as herbicides, pesticides, and fertilizers.
- Make the public aware of how the improper use of these chemicals can impact storm water quality.
- Discuss storm water impacts specifically related to litter, floatables, and debris
- Discuss how the cumulative effect of these contaminants impact the Coosa River and what individual households and businesses can do to reduce storm water pollutants.
- Provide information on how to identify and report illicit discharges.
- Provide information on additional resources pertaining to storm water, storm water pollution, and Neely Henry Lake TMDLs.
- Provide information on storm water contacts within the City of Hokes Bluff and information on reporting potential storm water violations.

Evaluation Criteria: The City will report the number of households who receive the mail-out during the reporting period. This information will indicate the number of people who received educational materials.

Activity 2. Maintain the Storm Water Webpage

The City provides information on the City's MS4 Program and permit on the Storm Water Awareness webpage within the City of Hokes Bluff's website. The City will maintain this webpage and provide additional educational materials each reporting period.



Participation will be tracked through the number of "hits" on the webpage. The webpage will continue to be updated periodically to:

- Include general information on the MS4 permit and SWMPP;
- Discuss the storm water cycle and how common contaminants enter the storm water system;
- Provide educational materials about proper and improper use, storage, and disposal of common household chemicals;
- Provide educational materials on storm water impacts specifically related to litter, floatables, and debris
- Provide links to related storm water resources;
- Provide information on how to identify and report illicit discharges; and,
- Provide a calendar of upcoming community events related to storm water outreach.

The webpage can be viewed at the link provided below:

<http://cityofhokesbluff.com/city-government/stormwater-access/>

Evaluation Criteria: The City will report what information was added to the webpage and the number of "hits" on the webpage. This information will indicate the number of people who view the webpage and the associated educational materials.

Activity 3. Annual Report and SWMPP Availability

The City will provide the SWMPP and the current Annual Report available for public viewing on the City's website.

The webpage can be viewed at the link provided below:

<http://cityofhokesbluff.com/city-government/stormwater-access/>

Evaluation Criteria: The City will report number of "hits" on the webpage. This information will indicate the number of people who view the webpage and the associated SWMPP and Annual Report.

Activity 4. Partnerships in Educational and Public Involvement Events

The City will partner with Keep Etowah Beautiful, Clean Water Partnership of Alabama, and/or Alabama Power to distribute storm water educational material on storm water impacts specifically related to litter, floatables, and debris. The City will assist in promoting events such as *Renew Our Rivers*, *Message in a Bottle*, and/or community cleanup days. The events will be advertised and promoted by the City. Event details may be posted at the City Hall, the Public Library, and other businesses. Promotion methods may include co-sponsoring radio, television, and/or print advertisement with co-permittees and other stakeholders. City personnel will participate in the events.



Evaluation Criteria: The City will report number of participants who received educational materials during the events and the ways in which the City promoted and/or advertised the events. The City will report the number of City employees/representatives that participated in the event. This information will indicate the number of people who received educational materials and will help measure the public awareness of the events and degree of public participation.

Activity 5.**Promote Water Quality Awareness Week**

The City will promote an annual *Water Quality Awareness Week* through City resources including co-sponsoring radio, television, and print advertisement with co-permittees and other stakeholders. This awareness week is typically held during the second week of May.

Evaluation Criteria: The City will report activities associated with this event and the ways in which the City promoted *Water Quality Awareness Week*. This information will help measure the public awareness of the event and degree of public and City participation.

Activity 6.**Promote and Participate in the Etowah County Water Festival**

The *Etowah County Water Festival* is an annual event for fourth grade students from public schools in Etowah County, Alabama. The festival provides hands-on activities that teach students the importance of surface and groundwater, its role in the environment and its effect on human, animal and plant life. The City will promote and participate in the annual *Etowah County Water Festival* through City resources. Promotion methods may include co-sponsoring radio, television, and/or print advertisement with co-permittees and other stakeholders. City personnel will participate in the festival.

Evaluation Criteria: The City will report number of City volunteers at the event and the ways in which the City promoted and/or advertised the event. This information will indicate the City's participation and will help measure the public awareness of the event and degree of public and City participation.

Activity 7.**Coordinate and Promote an Annual Community Cleanup Day**

The City coordinates a cleanup day at Hokes Bluff City Block, Mill Pond, and/or Hokes Bluff Ferry Park annually. The City promotes the event through advertisements and signs. The City will provide storm water outreach material during these community cleanup days. Pre-printed outreach material and/or displays may include those mentioned in Activity 1.

Evaluation Criteria: The City will report number of volunteers and the ways in which the event was promoted / advertised. This information will indicate the number of people who received educational materials and will help measure the public awareness of the event and degree of public participation.

**Activity 8. Gadsden-Etowah MS4 Steering Committee Meetings**

The City will coordinate and/or participate in meetings of the Storm Water Steering Committee for entity updates, networking, and coordination of activities and BMP strategies.

Evaluation Criteria: The City will provide meeting agendas and attendance records during the reporting period. The City will report who attended each meeting. This information will indicate the participation of the steering committee and their interest in networking and coordination of activities.

Activity 9. Provide Information on Construction Site Storm Water Impacts

Ordinance HB-2012-002, Section 4 provides for BMP Plan review when applying for a Land Disturbance Permit. The City will continue to educate engineers, developers, and contractors through plan review and permitting of new construction and development.

The City will provide pre-printed information on how construction site runoff can impact storm water quality to individuals requesting plan review and building/development permits.

Evaluation Criteria: The City will report the number of permits issued during the reporting period. This information will indicate the number of people who received educational materials.

Activity 10. Public Reporting and Tracking System

The City provides a contact number on the City's Storm Water Awareness webpage for the public to provide input on the development, revision, and implementation of the SWMPP. Additionally the public can report non-compliant construction sites, illicit discharges (including spills or illegal dumping), impaired waterways, and violations of ordinances relating to storm water pollution. The public may contact the Mayor's Office to make reports or use the electronic *Report Issues* Form on the Storm Water Awareness webpage. The City utilizes a form to track the reports and follow-up with investigations where necessary.

Records of public reports, comment, or complaints will include:

- Date, time, and description of the report
- Location of subject construction sites
- Identification of any actions taken (inspections, enforcement, corrections, etc.) that are sufficient to cross-reference inspection and enforcement records

The City will continue to publicize the reporting number on the City's website and track received reports and the City's responses to the received reports. The City will evaluate the current public reporting and tracking methods.



Evaluation Criteria: The City will report the total number of inquiries received, the number of complaints addressed, and the number of complaints resolved during the reporting period. The City will also report whether or not the received reports contain the required information to find and address the suspected problem. The City will provide a summary of at least one complaint received during the reporting period. This information will help evaluate the effectiveness of the tracking and reporting system, as well as the public awareness and concern of storm water issues.

Activity 11. No Littering Signs

The City has placed "No Littering" signs in problem areas throughout the City. The City will maintain these signs and place additional signs if necessary.

Evaluation Criteria: The City will report the amount of materials (in total tons) collected in these areas. This information will help measure the effectiveness of the signs in reducing the amount of materials dumped in problem areas.

7.1.4 Responsible Party

The City of Hokes Bluff Mayor's office are responsible for overseeing, developing, and coordinating the Public Education and Public Involvement efforts.

7.2 Illicit Discharge Detection and Elimination

7.2.1 Rationale Statement

The City of Hokes Bluff Illicit Discharge Detection and Elimination (IDDE) program is designed to locate, identify, and correct illicit discharges to the MS4. Program emphasis will be placed on identifying and correcting pollutant discharges which could influence compliance with the Neely Henry Lake TMDLs and the Gadsden-Etowah monitoring program.

7.2.2 Target Audiences

The primary target audiences within the City for the IDDE program are:

- **Municipal Employees**
 - Primarily responsible for identifying and reporting illicit discharges
- **General Public** (homeowners and citizens)
 - Potential contributors of illicit discharges from activities such as dumping paint, motor oil, or other chemicals into a storm drain.
- **Local Businesses**
 - Potential contributors of illicit discharges through inadequate management practices and/or unpermitted facilities



7.2.3 Outreach Strategies

The City developed an IDDE Program in March 2014, a copy of which is provided in **Appendix C**. The City will continue to review and modify the program as necessary.

The City plans to implement the activities described in their IDDE Program during each reporting period. The IDDE Program has been simplified for the purposes of this section of the SWMPP to describe required activities. To evaluate the success of the program and aid in preparing the required Annual Report, evaluation criteria have been established for each strategy.

A map depicting all known outfalls, waters of the State that receive discharges from these outfalls, and structural BMPs owned, operated or maintained by the City is located in **Appendix G-1, Figure 2**. A table that provides latitude/longitude as well as other details of each known outfall is provided in **Appendix G-2**.

A table identifying each Illicit Discharge Detection and Elimination activity planned for each reporting period is provided in **Appendix G-2**. This table may aide in completion of the annual report.

Identifying Priority Areas

The City has delineated 31 drainage basins within the urbanized area (see **Appendix G-1, Figure 3**).

Activity 1. Identify Priority Areas

The City will identify which drainage basins are considered Priority Areas for each reporting period using the illicit discharge potential (IDP) calculation procedures detailed in Section 3 of the IDDE Program. The City will maintain records of the IDP calculations for each drainage basin.

Evaluation Criteria: The City will report the total IDP score for each drainage basin and will provide an updated map showing the identified Priority Areas. The City will report drainage basins that are newly listed or de-listed from the previous reporting year's calculations.

Field Assessment Activities

Based on Section 4 of the IDDE Program, the City will walk approximately 20% of their total stream length within the regulated MS4 each reporting period. Based on the stream lengths obtained from the national hydrography dataset, the City has 9.16 miles of total stream length (inventory) to walk. The City has walked 5.64 miles of the total inventory to date. The stream-walking programs will target Priority Areas first. The anticipated date of completion for the initial mapping is **March 31, 2019**.

The City has identified 82 outfalls within the MS4 Boundary.

**Activity 2. Outfall Identification**

The City has implemented a stream-walking program designed to identify previously unknown outfalls to the MS4 as well as verify and re-evaluate known outfalls. The City plans to complete the stream inventory by **March 31, 2019**. The implementation process is detailed in Section 4 of the IDDE Program.

Evaluation Criteria: The City will maintain records of field observations. The City will report the number of outfalls identified and the stream length walked during the reporting period. The City will provide updated tables and maps that include the outfalls identified by the stream-walking program.

Activity 3. Probable Outfall Verification

Probable outfalls may be identified during field and/or mapping activities, during review of proposed development plans, or through illicit discharge reports. When a probable outfall is identified, it will be added to the Storm Sewer System Map and labeled as unverified.

The City will verify probable outfalls through field observation within 18 months of their addition to the Storm Sewer System Map. The implementation process is detailed in Section 4 of the IDDE Program.

Evaluation Criteria: The City will report the number of probable outfalls that were identified and the number of outfalls that were verified during the reporting period. The City will provide updated tables and maps that include the verified outfalls, as well as probable outfalls that are planned to be verified in the following reporting period. The City will maintain records of field observations.

Activity 4. Outfall Reconnaissance Inventory (ORI) Dry Weather

As required by the permit, 15% of all known outfalls will be inspected during each reporting period and all outfalls will be inspected in the 5 year permit cycle. Additionally, the City or subcontracted crews will conduct dry weather monitoring of major outfalls in Priority Areas at a frequency of 20% each reporting period. The implementation process is detailed in Section 7 of the IDDE Program. Dry weather monitoring activities may be combined with outfall verification as described in Activity 3.

Evaluation Criteria: The City will maintain records of field observations. The City will report the number of outfalls inspected during the reporting period. The City will also provide a summary of the results of outfall reconnaissance inventory activities conducted during the reporting period that will include a list of outfalls observed during each reporting period.

**Activity 5. Suspect Discharge Sampling**

If a dry weather flow has a severity index of 3 on one or more indicators in Section 4 of the Outfall Reconnaissance Inventory Field Sheet, or if field screening indicates a suspect discharge, field crews will collect samples for further analysis. The implementation process is detailed in Section 7 of the IDDE Program.

Evaluation Criteria: The City will report the number of identified dry weather flows, suspect discharges, and samples collected during the reporting period. The City will report the analysis results for the collected samples. The City will report if the suspect discharge was confirmed to be an illicit discharge and, if known, the type of illicit discharge.

IDDE Investigation**Activity 6. Outfall Ranking**

During field activities, data from each Outfall Reconnaissance Inventory Field Sheet will be analyzed to characterize the observed outfall as having obvious, suspect, possible, or unlikely discharge potential. This characterization will prioritize the outfall investigation during field activities as well as reported discharges. The implementation process is detailed in Section 7 of the IDDE Program.

Evaluation Criteria: The City will report the ranking of each outfall inspected during the reporting period. The City will report the number of outfalls that required further investigation.

Activity 7. Discharge Investigation

Illicit discharge investigations will be performed to determine the source of a discharge problem and the responsible party. When the source is not known for an obvious illicit discharge, an investigation will be performed to determine the source within 10 days. When a suspect illicit discharge, an investigation will be performed to determine the source within 30 days. Potential illicit discharges will be investigated within 60 days. Within 10 days of the identification of the source of a discharge and responsible party, the discharge shall be eliminated. Where this is not possible, the discharge shall be minimized until it can be eliminated. The implementation process is detailed in Section 7, 8, and 9 of the IDDE Program.

Evaluation Criteria: The City will report the number of illicit discharge investigations performed during the reporting period. The City will also report the number of confirmed illicit discharges, if a source was determined, and if the discharge was eliminated.



Corrective Action Record Keeping

Activity 8. Corrective Action Record Keeping

When a suspect illicit discharge or illicit connection is identified, a case log detailing pertinent information will be created. Throughout the corrective action process, all information related to the resolution of the illicit discharge will be documented in the case log.

Evaluation Criteria: The City will maintain records of the correction actions. The City will report the number of confirmed illicit discharges and the number of illicit discharges corrected or eliminated during the reporting period. The City will also report the number of confirmed illicit discharges where corrective action is pending.

Storm Water System Mapping

As stated in Section 4.2, the City has created a Storm Water System map depicting all known outfalls, waters of the State that receive discharges from these outfalls, and structural BMPs owned, operated or maintained by the City. A copy of the map is located in **Appendix G-1, Figure 2**. A table that provides latitude/longitude as well as other details of each known outfall is provided in **Appendix G-2**.

Activity 9. Update Storm Water System Map – Existing Features

The City will update the Map as new outfalls are located and new structural BMPs are identified or added to the MS4. The implementation process is further discussed in Section 5 of the IDDE Program.

Evaluation Criteria: The City will provide an updated Storm Water System Map showing the features added during the reporting period.

Activity 10. Update Storm Water System Map – Future Additions

Proposed additions within the City, including new storm sewer and drainage conveyances, will be mapped based on the civil plans provided to the City by developers. Outfalls from proposed development will be verified after construction is complete, as part of Activity 3. The implementation process is further discussed in Section 5 of the IDDE Program.

Evaluation Criteria: The City will report the number of civil plans provided to the City and the number of verified new features or outfalls during the reporting period. The City will provide an updated Storm Water System Map showing the features added during the reporting period.



Illicit Discharge Ordinance

Activity 11. Evaluate IDDE Ordinance

Ordinance No. HB-2012-002 dated December 11, 2012 prohibits all discharges not explicitly authorized in the ordinance and defines the procedures for escalating enforcement and removal actions. This is also further discussed in Section 6 of the IDDE Program. The City will evaluate the effectiveness of the ordinance each reporting period. If updates are required, the City will amend the existing ordinance or prepare a new ordinance. The ordinance is included in **Appendix G-3**.

Evaluation Criteria: The ordinance will be evaluated on its effectiveness in addressing identified illicit discharges and preventing repeat offenders. The City will report the number of complaints received, number of illicit discharges identified during the reporting period, the number of resolved violations, the number of repeat offenders, and the number of enforcement actions taken.

IDDE Public Education

Activity 12. Distribute Storm Water Educational Material

The City will provide educational materials highlighting identification and reporting of potential illicit discharges on the City's storm water webpage and/or place educational materials at City owned locations such as the City Hall and/or the Public Library.

Evaluation Criteria: The City will report the number of hits to the webpage and/or the number of materials placed at the City owned locations and how often the materials were replaced during the reporting period. This information will indicate the number of people who received educational materials.

Activity 13. Public Reporting and Tracking System

The City provides a contact number on the City's Storm Water Awareness webpage for the public to report non-compliant construction sites, illicit discharges (including spills or illegal dumping), impaired waterways, and violations of ordinances relating to storm water pollution. The public may contact the Mayor's Office to make reports or use the electronic *Report Issues* Form on the Storm Water Awareness webpage. The City utilizes a form to track the reports and follow-up with investigations where necessary.

Records of public complaints will include:

- Date, time, and description of the complaint
- Location of subject of the subject complaint
- Identification of any actions taken (inspections, enforcement, corrections, etc.) that are sufficient to cross-reference inspection and enforcement records



The City will continue to publicize the reporting number on the City's website and track received complaints and the City's responses to the received complaints. The City will evaluate the current public reporting and tracking methods.

Evaluation Criteria: The City will track the total number of reports received, the number of complaints addressed, and the number of complaints resolved during the reporting period. The City will also report whether or not the received reports contain the required information to find and address the suspected problem. The City will provide a summary of at least one complaint received during the reporting period. This information will help evaluate the effectiveness of the tracking and reporting system, as well as the public awareness and concern of storm water issues.

Activity 14. Municipal Training

Municipal workers will be trained in the identification of illicit discharges as well as the prevention of storm water pollution at municipal facilities or related to municipal activities. Specific municipal operations such as fueling, vehicle maintenance, vehicle washing, paint and paint waste storage and disposal, and used oil disposal may be addressed. The training session will be conducted annually during each reporting period.

Municipal workers will be notified of the procedures for reporting suspected illicit discharges to the City Engineer and/or the City IDDE Program Manager, including the preferred method of contact (email) and the information to be included in the report (e.g., location, date, time, observations).

Evaluation Criteria: The City will provide details on the training topics presented to the municipal workers. The City will maintain attendance records and report the number of municipal workers trained during the reporting period. This information will help evaluate the municipal workers awareness of illicit discharges and storm water issues.

Storm Water Monitoring

Activity 15. Storm Water Monitoring Locations

Storm water monitoring locations were identified in Table 2.1, Section 2.5 and those within the City's MS4 boundaries are depicted on the City's Storm Water System Map. If additional monitoring locations are recommended as a result of the analysis of the monitoring data, the City will update the map with the revised or additional locations.

Evaluation Criteria: If additional locations are added, the City will provide an updated Storm Water System Map showing the features added during the reporting period.

Activity 16. Evaluation of Monitoring Data

In conjunction with the monitoring provisions of Section 2.2 of the SWMPP, the City will evaluate the collected monitoring data for indicators of potential illicit discharges within



the City and to assess the effectiveness of the BMPs in achieving the reductions outlined in the 2008 TMDL.

Evaluation Criteria: The City will report which monitoring points appear to have relatively higher pollutant levels. The City will make recommendations to the Gadsden-Etowah MS4 Storm Water Steering Committee to add and/or modify monitoring points to better characterize discharges from the MS4.

NPDES Industrial Permitting

Activity 17. NPDES Industrial Permitting

As authorized by the Clean Water Act, the NPDES Permit program controls water pollution by regulating point sources that discharge pollutants into waters of the United States. Title 40, Part 122 of the Code of Federal Regulations (40CFR122) specifies that discharges associated with certain industrial activities must obtain an NPDES permit. The ADEM currently provides for individual and general NPDES permitting.

Information pertaining to permitted facilities will be obtained from available public sources such as MYWATERS Mapping, EPA ECHO Database, and/or ADEM E-file and incorporated into the Storm Water System Map. This information will be used in conjunction with the storm water system mapping and monitoring data to evaluate potential sources of storm water pollution and to identify unpermitted facilities.

Unpermitted facilities that require an NPDES permit will be reported to the Industrial Section of the ADEM in Montgomery, Alabama by phone and/or email. The City of Hokes Bluff continues to rely on the ADEM for industrial NPDES permitting and enforcement.

Evaluation Criteria: The City will provide the number of unpermitted facilities reported to ADEM during the reporting period, if any. This information will help measure the effectiveness of the reporting and identification of unpermitted facilities.

7.2.4 Responsible Party

The City of Hokes Bluff Mayor's office are responsible for overseeing, developing, and coordinating the IDDE program in the City of Hokes Bluff regulated MS4 area.

7.3 Construction Site Storm Water Runoff

7.3.1 Rationale Statement

The City's construction site storm water runoff control program is primarily designed to address storm water pollution due to off-site sedimentation from qualifying construction sites to the maximum extent practicable.



7.3.2 Target Audiences

The primary target audiences within the City are:

- **Developers, Contractors, and Homebuilders**
 - Potential contributors of storm water pollution through development and construction activities.
- **Engineers**
 - Responsible for designing effective best management practices to minimize off-site sedimentation from construction activities.

7.3.3 Outreach Strategies

The City plans to implement the following activities as part of their Construction Site Storm Water Runoff Program during each reporting period. To evaluate the success of the program and aid in preparing the required Annual Report, evaluation criteria have been established for each strategy.

A table identifying each Construction Site Storm Water Runoff strategy planned for each reporting period is provided in **Appendix G-2**. This table may aide in completion of the annual report.

Activity 1. **Erosion and Sediment Control Ordinance**

Ordinance HB-2012-002 dated December 11, 2012 regulates storm water management within the City. Section 4 of the ordinance requires that construction sites obtain a land disturbance permit from the City if the total disturbed area is greater than one acre. Section 6 of the ordinance also requires the submittal of a Best Management Practices (BMP) Plan that includes Sediment and Erosion Controls to the City with the permit application. Approval of each land disturbance permit application and associated plans is provided by the City in writing.

Section 6 of the Ordinance states "*The Authority hereby expresses its intent to rely upon the aforementioned standards established by ADEM and requires any BMP Plan filed with the Authority to be in a format acceptable to ADEM and contain all necessary information and details required by ADEM's applicable regulations and NPDES construction Storm Water permit.*" Chapter 335-6-12 of the ADEM administrative code defines the *Alabama Handbook for Erosion Control, Sediment Control, and Storm Water Management on Construction Sites and Urban Areas* as the ADEM standard for BMP design. Therefore, the City will utilize the Handbook as the technical standards and guidelines for BMP design and installation.

The ordinance is included in **Appendix G-3**.

The City will evaluate the effectiveness of the Ordinance HB-2012-002 during each reporting period. If changes are warranted, a new or revised ordinance will be approved and implemented.



Evaluation Criteria: The ordinance will be evaluated on its effectiveness in addressing erosion and sediment control. The City will report the number of non-compliant construction sites identified by the City, the number of enforcement actions taken, the number of non-compliant sites reported to the ADEM, and whether the individuals or businesses responsible for identified non-compliant construction sites are repeat offenders.

Activity 2. Construction Site Inspection Program

Designated City personnel will inspect all qualifying construction sites within 60 days of initial disturbance, at periodic intervals during construction, and following stabilization. At a minimum an inspection will be conducted once a month for each priority construction site. The City Inspector performs the necessary inspections and implements work orders for subsequent inspections and potential enforcement when sites are non-compliant.

The City will maintain inspection documentation for review upon request. Records will include at a minimum:

- Facility type
- Inspection date
- Name and signature of inspector
- Location of construction project
- Owner/operator information (name, address, phone number, email)
- Description of storm water BMP condition
- Photographic documentation of storm water BMP components (at the discretion of the Permittee)

The City will evaluate the effectiveness of the construction site inspection program during each reporting period.

Evaluation Criteria: The City will report the number of inspections completed, the number of non-compliant construction sites identified by the City, the number of enforcement actions taken, the number of non-compliant sites reported to the ADEM, and whether the individuals or business responsible for identified non-compliant construction sites are repeat offenders. The City will also provide a summary of at least one inspection conducted during the reporting period that resulted in enforcement actions.

Activity 3. Sediment and Erosion Control Plan Review

Ordinance No. HB-2012-002 requires the submittal of a BMP that includes sediment and erosion controls to the City with the permit application. Prior to approval or denial of a land disturbance permit application, the City will review the provided plans. Ordinance No. HB-2012-002 provides the plan review process and requirements.



Plan review will ensure proposed projects adequately address the City's erosion, sediment, and pollution control requirements. Plan review will also take into consideration what potential impacts to water quality the project may have.

Evaluation Criteria: The City will report the total number of plans reviewed, the number of plans approved or rejected during the reporting period, and number of plans that meet the requirements the Alabama Construction General Permit.

Activity 4. BMP Training Program

City personnel tasked with plan review and/or conducting BMP inspections will undergo annual training on proper design, installation, inspection, and maintenance of on-site control measures and on new technology and practices. All inspectors will complete initial storm water awareness training and attend annual refreshers. Currently the City has one trained employee, should additional plan reviewers or inspectors be needed, they will be trained accordingly.

Arvil Alford was certified as a Qualified Credentialed Inspector (QCI) in 2014. QCI certification will be maintained through the approved annual refresher courses.

Evaluation Criteria: The City will provide a copy of the QCI certificates and records of awareness training received during the reporting period.

Activity 5. Public Reporting and Tracking System

The City provides a contact number on the City's Storm Water Awareness webpage for the public to report non-compliant construction sites, illicit discharges (including spills or illegal dumping), impaired waterways, and violations of ordinances relating to storm water pollution. The public may contact the Mayor's Office to make reports or use the electronic *Report Issues* Form on the Storm Water Awareness webpage. The City utilizes a form to track the reports and follow-up with investigations where necessary.

Records of public complaints will include:

- Date, time, and description of the complaint
- Location of subject construction sites
- Identification of any actions taken (inspections, enforcement, corrections, etc.) that are sufficient to cross-reference inspection and enforcement records

The City will continue to publicize the reporting number on the City's website and track received complaints and the City's responses to the received complaints. The City will evaluate the current public reporting and tracking methods.

Evaluation Criteria: The City will report the total number of complaints received, the number of complaints addressed, and the number of complaints resolved during the reporting period. The City will also report whether or not the received reports contain the



required information to find and address the suspected problem. The City will provide a summary of at least one complaint received during the reporting period. This information will help evaluate the effectiveness of the tracking and reporting system, as well as the public awareness and level of concern of storm water issues.

Activity 6. Enforcement of Non-Compliant Sites

The City is relying on ADEM to establish the standards for appropriate erosion and sediment controls for qualifying construction sites. The City will notify the ADEM of any construction sites where a possible violation of the Clean Water Act has occurred such as lack of NPDES permit or ineffective BMPs following an inspection by the City.

Section 11 of Ordinance No. HB-2012-002, included in **Appendix G-3**, describes the enforcement process. The process is summarized below.

1. When the City finds that any permitted or any other person discharging storm water has violated or is violating the ordinance, the City will issue a written notice of violation.
2. Within ten days of this notice, an explanation of the violation and a plan for the satisfactory correction and prevention shall be submitted.
3. If the person fails to respond within the required time frame and/or fails to take corrective action within the specified time, the City may proceed with the following enforcement actions: compliance order and cease and desist orders.
4. When the City finds that any person has violated or continues to violate this ordinance or a permit or order issued hereunder, a compliance order may be issued.
5. When the City finds that any person has violated or continues to violate this ordinance or a permit or order issued hereunder, an order to cease and desist.

The City will rely on the ADEM for construction NPDES enforcement when a permit is required but has not been obtained or of situations where the City's enforcement actions have not resulted in compliance. These non-compliant sites will be reported to the Construction Section of the Stormwater Management Division of ADEM in Birmingham, Alabama by phone and/or email.

The City will maintain records of non-compliant sites that will include:

- Name of the owner/operator
- Location of construction project
- Description of violation
- Required schedule for returning to compliance
- Description of enforcement response used, including escalated responses if repeat violations occur
- Accompanying documentation of enforcement responses (notices of non-compliance, notices of violations, etc.)



Evaluation Criteria: The City will report the total number of non-compliant construction sites reported to ADEM during the reporting period.

7.3.4 *Responsible Party*

The City of Hokes Bluff Mayor's office are responsible for implementing and tracking the construction site storm water provisions of the ordinance as well as other Construction Site Storm Water Runoff strategies.

7.4 Post-Construction Storm Water Management in New Development and Redevelopment

7.4.1 *Rationale Statement*

Post-construction runoff can significantly impact a water body by increasing the type and quantity of pollutants in storm water runoff and by increasing the volume of water delivered to the water body during storms. As runoff flows over areas altered by development, it collects sediment and chemicals such as oil, grease, pesticides, heavy metals, and nutrients. Instead of infiltrating, water is collected from surfaces such as asphalt and concrete and routed to drainage systems where large volumes of runoff are delivered to the nearest receiving water. Both impacts can be mitigated by proper post-construction planning.

7.4.2 *Target Audiences*

The primary target audiences within the City are:

- **Developers, Contractors, and Homebuilders**
 - Responsible for development and construction activities that can impact post-construction storm water management.
- **Engineers**
 - Responsible for designing post-construction storm water management plans

7.4.3 *Outreach Strategies*

The City plans to implement the following activities as part of their Post-Construction Storm Water Management Program during each reporting period. To evaluate the success of the program and aid in preparing the required Annual Report, evaluation criteria have been established for each strategy.

A table identifying each Post-Construction Storm Water Management strategy planned for each reporting period is provided in **Appendix G-2**. This table may aide in completion of the annual report.

Activity 1. Reducing Post-Construction Runoff Volume

Ordinance HB-2012-002, Section 7 requires post-construction storm water management measures to reduce runoff volume. Section 7.2 requires the submission of Post-Construction Strategies for City approval, either with the BMP Plan or separately. Section 7.3 requires the submission of as-built drawings to the City.



The ordinance will be evaluated each reporting period. If changes are warranted, a new or revised ordinance will be approved and implemented.

Evaluation Criteria: The ordinance will be evaluated on its effectiveness in reducing runoff from new development or redevelopment. The City will report the number of submitted plans that include measures to reduce runoff volume. The evaluation may also examine which control measures are typically utilized and if additional examples should be added to the ordinance.

Activity 2. Reducing Pollutants from Development

Section 8.5 of Ordinance HB-2012-002 requires that pollutants in runoff water be minimized using appropriate BMPs.

The ordinance will be evaluated each reporting period. If changes are warranted, a new or revised ordinance will be approved and implemented.

Evaluation Criteria: The ordinance will be evaluated on its effectiveness in reducing runoff from new development or redevelopment. The evaluation may also examine which control measures are typically utilized and if examples of appropriate control measures should be added to the ordinance. The City will report the number of developments where treatment of storm water runoff is required and the criteria for requiring treatment of storm water runoff.

Activity 3. Long-Term Maintenance of Storm Water Controls

Ordinance HB-2012-002, Section 7.5 provides for inspections of implemented Post-Construction Strategies and allows the City to require documentation allocating responsibilities for long-term operation and maintenance, as it deems necessary. The City may also require that a method of funding be established or provided to ensure the long-term maintenance of post-construction BMPs.

The ordinance will be evaluated each reporting period. If changes are warranted, a new or revised ordinance will be approved and implemented.

Evaluation Criteria: The ordinance will be evaluated on its effectiveness in addressing long-term maintenance of storm water controls. The City will report the number of submitted plans that include detailed maintenance procedures, the number of maintenance agreements reviewed, the number of maintenance provisions approved or denied, and the number of enforcement actions taken.

Activity 4. Evaluate Obstacles to Low Impact/Green Development

The City will review and evaluate policies and ordinances related to building codes, or other local regulations, with a goal of identifying regulatory and policy impediments to the installation of green infrastructure and low-impact development techniques.



Evaluation Criteria: The City will report if obstacles are identified and provide a brief summary on how the conflicts will be resolved.

Activity 5.

Plan Review

The City will review Sediment and Erosion Control Plans and Storm Water Management Plans for all new construction, prior to the approval or denial of a land disturbance permit application. If changes to post-construction controls are required, the City requires the plans to be resubmitted and the changes approved. The plans must provide a means of documenting that post-construction storm water measures meet the criteria of Ordinance No. HB-2012-002. Ordinance No. HB-2012-002 provides the plan review process and requirements.

Plan review will ensure proposed projects adequately address the City's erosion, sediment, and pollution control requirements. Plan review will also take into consideration what potential impacts to water quality the project may have.

Evaluation Criteria: The City will report the total number of plans reviewed, the number of plans approved or rejected during the reporting period, and the number of post-construction designs approved or rejected.

Activity 6.

Construction Site Inspection Program

Designated City personnel will perform post-construction inspections for all post-construction controls within written notice that stabilization is complete to confirm post-construction storm water measures/structures have been installed according to the submitted plan. At a minimum an inspection will be conducted annually for each site to confirm post-construction BMPs are functioning as designed.

The City will maintain inspection documentation for review upon request. Records will include at a minimum:

- Facility type
- Inspection date
- Name and signature of inspector
- Location of construction project
- Owner/operator information (name, address, phone number, email)
- Description of storm water BMP condition
- Photographic documentation of storm water BMP components (at the discretion of the Permittee)

The City will evaluate the effectiveness of the construction site inspection program during each reporting period.



Evaluation Criteria: The City will report the number of inspections completed and the number of projects that were completed as per the submitted plans, the number of projects that were not constructed in accordance to the plans, and the resolution of those projects that were not. The City will also provide a summary of at least one inspection conducted during the reporting period that resulted in enforcement actions.

Activity 6. Post-construction Structural Controls Inventory

The City will compile an inventory of post-construction structural controls including those owned by the City. The list will be updated annually.

Evaluation Criteria: The City will a table of the post-construction structural controls with the owner/operator. The City will identify the newly added controls during the reporting period.

7.4.4 Responsible Party

The City of Hokes Bluff Mayor's office are responsible for implementing the provisions of the ordinance pertaining to post construction storm water management as well as other Post - Construction Site Storm Water Runoff strategies.

7.5 Pollution Prevention and Good Housekeeping for Municipal Operations

7.5.1 Rationale Statement

The City of Hokes Bluff will develop and utilize BMPs designed to minimize pollution related to municipal operations and maintenance. These BMPs are intended to address storm water pollution from nutrients, sediments, petroleum products, and other common pollutants.

7.5.2 Target Audiences

The primary target audiences within the City are:

- **Municipal Employees**
 - Primarily responsible for identifying and reporting illicit discharges
 - Potential contributors to storm water impacts through municipal operations

7.5.3 Outreach Strategies

The City will implement the following activities as part of their Pollution Prevention and Good Housekeeping for Municipal Operations Program during each reporting period. To evaluate the success of the program and aid in preparing the required Annual Report, evaluation criteria have been established for each strategy.

A table identifying each Pollution Prevention and Good Housekeeping for Municipal Operations strategy planned for each reporting period is provided in **Appendix G-2**. This table may aide in completion of the annual report.

**Activity 1. Municipal Facilities**

The City has 9 municipal facilities that have the potential to discharge pollutants through storm water runoff. A list of facilities and addresses are provided in **Appendix G-2**.

Standard Operating Procedures (SOP) will be established detailing good housekeeping practices to be employed at each facility, where appropriate. SOPs will be developed by **May 31, 2017** and provided in the 2016-2017 Annual Report.

The City will inspect each facility for good housekeeping practices on a quarterly basis. A checklist will be established by **May 31, 2017** (and provided in the 2016-2017 Annual Report) to be used during inspections and to track noted deficiencies.

Evaluation Criteria: The City will provide a list of municipal facilities, the number of inspections performed at each facility, and the number of noted deficiencies. This information will help measure the municipal workers awareness of storm water issues.

Activity 2. Employee Training

The City will develop and implement a training program for municipal employees that focus on pollution prevention, good housekeeping measures, identification of potential illicit discharges, and other potential threats to storm water quality. Training materials will focus on vehicle maintenance and identification and reporting of potential illicit discharges.

A training session will be conducted each reporting period.

Evaluation Criteria: The City will provide details on the training topics presented to municipal workers during the reporting period. The City will keep attendance records and report the number of municipal workers trained during the reporting period. This information will help measure the municipal workers awareness of storm water issues.

Activity 3. Vehicle Maintenance Program

The City of Hokes Bluff owns and operates a variety of vehicles and equipment used in municipal operations and maintenance. These vehicles include passenger cars, trucks, vans, and equipment. The City will continue to conduct routine maintenance of owned vehicles and will inspect vehicles for the presence of fluid leaks during routine maintenance using the vehicle inspection log. The City will promptly repair vehicles determined to have leaks. The City will log all repairs with an inspection checklist.

Evaluation Criteria: The City will provide a completed inspection log for at least one vehicle used during the reporting period. The City will report the frequency of inspections and the number of vehicle or equipment leaks identified during the reporting period as a result of the inspection program. This information will help measure the effectiveness of the vehicle inspection and maintenance program.

**Activity 4. Vehicle Wash Area**

Vehicle washing will be performed only in designated areas. Each location will be reviewed, inspected, and modified as needed throughout the year. During the annual BMP training, the City will notify all employees of the locations of the designated wash areas.

The City will prohibit the use of phosphate-containing soaps for vehicle washing (unless washing takes place at an NPDES-permitted facility).

Evaluation Criteria: The City will report the number of designated municipal vehicle washing areas. The City will also keep attendance records and report the number of municipal workers trained during the reporting period. This information will help measure the municipal workers awareness of storm water issues.

Activity 5. Litter Ordinance

Ordinance No. HB-2009-002 (dated November 12, 2009) Section XI states, "*It shall be unlawful for any person to sweep, throw or deposit or cause to be swept, thrown or deposited into or on any canal, stream, public water drain, sewer, or receiving basin, within the limits or the police jurisdiction of the City, any garbage, rubbish, or other refuse or to permit same to accumulate in such manner that I may be carried and deposited into or on any of the above by action of the rain, wind and snow.*"

Section XII states, "*It shall be unlawful for any firm or business to permit the residue from their sweeping of buildings, parking areas, or sidewalks to be swept into curb lines or streets, but shall have such residue or trash placed in proper receptacles for pickup by garbage crews.*"

Section XIII states, "*It shall be unlawful for any person to throw, cast or otherwise deposit or cause to be thrown, cast or otherwise deposited, any paper, garbage, rubbish, containers, either glass, metal or paper, or any other substance of any kind in or upon any curb, gutter, avenue, highway, sidewalk, park, parkway or lot, vacant or occupied, except as permitted elsewhere in the Code or other City Ordinance.*"

The ordinance is included in **Appendix G-3**.

Evaluation Criteria: The City will report the number of enforcements during the reporting period. This information will help measure the effectiveness of the ordinance.

Activity 6. Litter, Floatables, and Debris – Brush Pickup

The City performs brush pickup on the first Monday of each month. The City will pick up small limbs, shrubbery, trimmings, bagged grass clippings, and leaves. The City will continue to implement a brush and leaf pickup program.



Evaluation Criteria: The City will describe how roads are prioritized. The City will also report the number of scheduled pickups and pounds of debris collected from pickups during the reporting period. This information will help measure the effectiveness of the brush and leaf pickup program.

Activity 7. Litter, Floatables, and Debris – Ferry Landing

The City maintains the Ferry Landing by performing cleanups during the months of May through October to clean up the area.

Evaluation Criteria: The City will report the number of times the area was cleaned up and total weight of debris/garbage collected during the reporting period. This information will help measure the effectiveness of the cleanup program.

Activity 8. Recycling Oil and Metal Waste

The City manages a drop-off facility at the City Shop for used oil and scrap metal. This program is advertised on the garbage bills.

Evaluation Criteria: The City will report the amount of materials (in total tons) collected from the drop-off location. This information will help measure the public awareness of the events and degree of public participation.

7.5.4 *Responsible Party*

The City of Hokes Bluff Mayor's office are responsible for implementing and tracking Pollution Prevention and Good Housekeeping strategies within municipal operations.



7.6 Agency Certification

I certify under penalty of law that this document and all attachments pertaining to the City of Hokes Bluff 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 or imprisonment for knowing violations.

Scott Reeves, Mayor
City of Hokes Bluff, Alabama

12-21-16

Date



8.0 Rainbow City

The City of Rainbow City (City) encompasses approximately 10.2% of the Urbanized Area and accounts for 11.3% of the population. A map depicting Rainbow City's urbanized area and city limits is located in **Appendix H-1, Figure 1**.

The following sections detail the rationale statement, targeted audiences, planned activities, evaluation criteria, and the responsible party regarding the referenced control measure.

8.1 Public Education and Public Involvement on Storm Water Impacts

8.1.1 *Rationale Statement*

The City's goal is to have a comprehensive and effective public education and public involvement program, the intent of which is to:

1. Generate awareness of storm water pollution prevention by educating people about the storm water system and its relationship to the health of local waterways;
2. Modify behavior patterns through education and encouragement of active participation in water pollution prevention;
3. Educate the public of steps they can take to reduce pollutants in storm water runoff; and
4. Involve the general public by providing activities and opportunities for public participation in the storm water management program.

8.1.2 *Target Audiences*

The primary target audiences within the City are as follows:

- **General Public** (homeowners and citizens)
 - Potential contributors of storm water pollution through litter, yard waste, vehicle washing, illicit discharges on and off impervious surfaces, and the application of pesticides, herbicides, and fertilizers.
- **Local Businesses**
 - Potential contributors of storm water pollution through illicit discharges, litter, waste handling procedures.
- **Landscape Companies**
 - Potential contributors of storm water pollution through the application of pesticides, herbicides, and fertilizers and illicit discharges on impervious surfaces.
- **Engineers, Developers, and Contractors**
 - Potential contributors of storm water pollution through off-site sedimentation from development and construction.



8.1.3 *Planned Activities*

The City plans to implement the following activities as part of their Public Education and Public Involvement Program during each reporting period. To evaluate the success of the program and aid in preparing the required Annual Report, evaluation criteria have been established for each strategy.

A table identifying each Public Education and Public Involvement activity planned for each reporting period is provided in **Appendix H-2**. This table may aide in completion of the annual report.

Activity 1. Distribute Storm Water Educational Material

The City will use available resources obtained through networking or online resources, such as those provided by the EPA, to prepare storm water education material to increase awareness of the public on storm water topics. The City will distribute these materials to citizens and business owners by placing materials at the City Hall, Engineering Department, and the Public Library.

Topics might include the following:

- Introduce the MS4 to the general public and discuss the storm water cycle and how common contaminants enter the storm water system.
- Educate households and businesses about proper and improper use, storage, and disposal of common household chemicals such as herbicides, pesticides, and fertilizers.
- Make the public aware of how the improper use of these chemicals can impact storm water quality.
- Discuss storm water impacts specifically related to litter, floatables, and debris
- Discuss how the cumulative effect of these contaminants impact the Coosa River and what individual households and businesses can do to reduce storm water pollutants.
- Provide information on how to identify and report illicit discharges.
- Provide information on additional resources pertaining to storm water, storm water pollution, and Neely Henry Lake TMDLs.
- Provide information on storm water contacts within the Rainbow City and information on reporting potential storm water violations.

Evaluation Criteria: The City will report the number of materials placed at the City owned locations and how often the materials were replaced during the reporting period. This information will indicate the number of people who received educational materials

Activity 2. Maintain the Storm Water Webpage

The City provides information on the City's MS4 Program and permit on the Storm Water webpage within the Rainbow City's website. The City will maintain this webpage and provide additional educational materials each reporting period. Participation will be



tracked through the number of "hits" on the webpage. The webpage will continue to be updated periodically to:

- Include general information on the MS4 permit and SWMPP;
- Discuss the storm water cycle and how common contaminants enter the storm water system;
- Provide educational materials about proper and improper use, storage, and disposal of common household chemicals;
- Provide educational materials on storm water impacts specifically related to litter, floatables, and debris
- Provide links to related storm water resources;
- Provide information on how to identify and report illicit discharges; and,
- Provide a calendar of upcoming community events related to storm water outreach.

The webpage can be viewed at the link provided below:

http://www.rbcalabama.com/html/stormwater_management.html

Evaluation Criteria: The City will report what information was added to the webpage and the number of "hits" on the webpage. This information will indicate the number of people who view the webpage and the associated educational materials.

Activity 3. Annual Report and SWMPP Availability

The City will provide the SWMPP and the current Annual Report available for public viewing on the City's website.

The webpage can be viewed at the link provided below:

http://www.rbcalabama.com/html/stormwater_management.html

Evaluation Criteria: The City will report number of "hits" on the webpage. This information will indicate the number of people who view the webpage and the associated SWMPP and Annual Report.

Activity 4. Partnerships in Educational and Public Involvement Events

The City will partner with Keep Etowah Beautiful, Clean Water Partnership of Alabama, and/or Alabama Power to distribute storm water educational material on storm water impacts specifically related to litter, floatables, and debris. The City will assist in promoting events such as *Renew Our Rivers*, *Message in a Bottle*, and/or community cleanup days. The events will be advertised and promoted by the City. Event details may be posted at the City Hall, Public Library, and other businesses. Promotion methods may include co-sponsoring radio, television, and/or print advertisement with co-permittees and other stakeholders. City personnel will participate in the events.



Evaluation Criteria: The City will report number of participants who received educational materials during the events and the ways in which the City promoted and/or advertised the events. The City will report the number of City employees/representatives that participated in the event. This information will indicate the number of people who received educational materials and will help measure the public awareness of the events and degree of public participation.

Activity 5.**Promote Water Quality Awareness Week**

The City will promote the *Water Quality Awareness Week* through City resources including co-sponsoring radio, television, and print advertisement with co-permittees and other stakeholders.

Evaluation Criteria: The City will report activities associated with this event and the ways in which the City promoted *Water Quality Awareness Week*. This information will help measure the public awareness of the event and degree of public and City participation.

Activity 6.**Promote and Participate in the Etowah County Water Festival**

The *Etowah County Water Festival* is an annual event for fourth grade students from public in Etowah County, Alabama. The festival provides hands-on activities that teach students the importance of surface and groundwater, its role in the environment and its effect on human, animal and plant life. The City will promote and participate in the annual *Etowah County Water Festival* through City resources. Promotion methods may include co-sponsoring radio, television, and/or print advertisement with co-permittees and other stakeholders. City personnel will participate in the festival.

Evaluation Criteria: The City will report number of City volunteers at the event and the ways in which the City promoted and/or advertised the event. This information will indicate the City's participation and will help measure the public awareness of the event and degree of public and City participation.

Activity 7.**Gadsden-Etowah MS4 Steering Committee Meetings**

The City will coordinate and/or participate in meetings of the Storm Water Steering Committee for entity updates, networking, and coordination of activities and BMP strategies.

Evaluation Criteria: The City will provide meeting agendas and attendance records during the reporting period. The City will report who attended each meeting. This information will indicate the participation of the steering committee and their interest in networking and coordination of activities.

**Activity 8. Provide Information on Construction Site Storm Water Impacts**

The City will provide pre-printed information on how construction site runoff can impact storm water quality to individuals requesting plan review and building/development permits.

Evaluation Criteria: The City will report the number of permits issued during the reporting period. This information will indicate the number of people who received educational materials.

Activity 9. Provide Information on Low Impact / Green Development

The City will provide pre-printed educational information on green development to individuals requesting plan review and building/development permits. Information may include references to additional resources such as the Green Building Alliance, Low Impact Development Center, and U.S. Department of Housing and Urban Development.

The City will encourage developers and engineers to consider green infrastructure alternatives during the plan review process.

Evaluation Criteria: The City will report the number of permits issued and number of projects that incorporate these techniques during the reporting period. This information will indicate the number of people who received educational materials.

Activity 10. Public Reporting and Tracking System

The City provides a contact number on the City's Storm Water Management webpage for the public to provide input on the development, revision, and implementation of the SWMPP. Additionally the public can report non-compliant construction sites, illicit discharges (including spills or illegal dumping), impaired waterways, and violations of ordinances relating to storm water pollution. The public may contact the City's Utilities Board Engineering Department to make reports. The City utilizes a form to track the reports and follow-up with investigations where necessary.

Records of public reports, comment, or complaints will include:

- Date, time, and description of the report
- Location of subject construction sites
- Identification of any actions taken (inspections, enforcement, corrections, etc.) that are sufficient to cross-reference inspection and enforcement records

The City will continue to publicize the reporting number on the City's website and track received complaints and the City's responses to the received complaints. The City will evaluate the current public reporting and tracking methods.

Evaluation Criteria: The City will report the total number of inquiries received, the number of complaints addressed, and the number of complaints resolved during the



reporting period. The City will also report whether or not the received reports contain the required information to find and address the suspected problem. The City will provide a summary of at least one complaint received during the reporting period. This information will help evaluate the effectiveness of the tracking and reporting system, as well as the public awareness and concern of storm water issues.

8.1.4 *Responsible Party*

The Rainbow City Mayor's office and Engineering Department are responsible for overseeing, developing, and coordinating the Public Education and Public Involvement efforts.

8.2 Illicit Discharge Detection and Elimination

8.2.1 *Rationale Statement*

The Rainbow City Illicit Discharge Detection and Elimination (IDDE) program is designed to locate, identify, and correct illicit discharges to the MS4. Program emphasis will be placed on identifying and correcting pollutant discharges which could influence compliance with the Neely Henry Lake TMDLs and the Gadsden-Etowah monitoring program.

8.2.2 *Target Audiences*

The primary target audiences within the City for the IDDE program are:

- **Municipal Employees**
 - Primarily responsible for identifying and reporting illicit discharges
- **General Public** (homeowners and citizens)
 - Potential contributors of illicit discharges from activities such as dumping paint, motor oil, or other chemicals into a storm drain.
- **Local Businesses**
 - Potential contributors of illicit discharges through inadequate management practices and/or unpermitted facilities

8.2.3 *Outreach Strategies*

The City developed an IDDE Program in March 2014, a copy of which is provided in **Appendix C**. The City will continue to review and modify the program as necessary.

The City plans to implement the activities described in their IDDE Program during each reporting period. The IDDE Program has been simplified for the purposes of this section of the SWMPP to describe required activities. To evaluate the success of the program and aid in preparing the required Annual Report, evaluation criteria have been established for each strategy.

A map depicting all known outfalls, waters of the State that receive discharges from these outfalls, and structural BMPs owned, operated or maintained by the City is located in **Appendix H-1, Figure 2**. A



table that provides latitude/longitude as well as other details of each known outfall is provided on **Figure 2 in Appendix H-1**.

A table identifying each Illicit Discharge Detection and Elimination activity planned for each reporting period is provided in **Appendix H-2**. This table may aide in completion of the annual report.

Identifying Priority Areas

The City has delineated 3 drainage basins within the urbanized area.

Activity 1. Identify Priority Areas

The City will identify which drainage basins are considered Priority Areas for each reporting period using the illicit discharge potential (IDP) calculation procedures detailed in Section 3 of the IDDE Program. The City will maintain records of the IDP calculations for each drainage basin.

Evaluation Criteria: The City will report the total IDP score for each drainage basin and will provide an updated map showing the identified Priority Areas. The City will report drainage basins that are newly listed or de-listed from the previous reporting year's calculations.

Field Assessment Activities

Based on Section 4 of the IDDE Program, the City will walk approximately 20% of their total stream length within the regulated MS4 each reporting period. Based on the stream lengths obtained from the national hydrography dataset, the City has 14.41 miles of total stream length (inventory) to walk. The stream-walking programs will target Priority Areas first. The anticipated date of completion for the initial mapping is **March 31, 2019**.

The City has identified 74 outfalls within the MS4 Boundary.

Activity 2. Outfall Identification

The City has implemented a stream-walking program designed to identify previously unknown outfalls to the MS4 as well as verify and re-evaluate known outfalls. The City plans to complete an average of four to five miles of stream inventory each reporting period. The implementation process is detailed in Section 4 of the IDDE Program.

Evaluation Criteria: The City will maintain records of field observations. The City will report the number of outfalls identified and the stream length walked during the reporting period. The City will provide updated tables and maps that include the outfalls identified by the stream-walking program.

**Activity 3. Probable Outfall Verification**

Probable outfalls may be identified during field and/or mapping activities, during review of proposed development plans, or through illicit discharge reports. When a probable outfall is identified, it will be added to the Storm Sewer System Map and labeled as unverified.

The City will verify probable outfalls through field observation within 18 months of their addition to the Storm Sewer System Map. The implementation process is detailed in Section 4 of the IDDE Program.

Evaluation Criteria: The City will report the number of probable outfalls that were identified and the number of outfalls that were verified during the reporting period. The City will provide updated tables and maps that include the verified outfalls, as well as probable outfalls that are planned to be verified in the following reporting period. The City will maintain records of field observations.

Activity 4. Outfall Reconnaissance Inventory (ORI) Dry Weather

As required by the permit, 15% of all known outfalls will be inspected during each reporting period and all outfalls will be inspected in the 5 year permit cycle. Additionally, the City or subcontracted crews will conduct dry weather monitoring of major outfalls in Priority Areas at a frequency of 20% each reporting period. The implementation process is detailed in Section 7 of the IDDE Program. Dry weather monitoring activities may be combined with outfall verification as described in Activity 3.

Evaluation Criteria: The City will maintain records of field observations. The City will report the number of outfalls inspected during the reporting period. The City will also provide a summary of the results of outfall reconnaissance inventory activities conducted during the reporting period that will include a list of outfalls observed during each reporting period.

Activity 5. Suspect Discharge Sampling

If a dry weather flow has a severity index of 3 on one or more indicators in Section 4 of the Outfall Reconnaissance Inventory Field Sheet, or if field screening indicates a suspect discharge, field crews will collect samples for further analysis. The implementation process is detailed in Section 7 of the IDDE Program.

Evaluation Criteria: The City will report the number of identified dry weather flows, suspect discharges, and samples collected during the reporting period. The City will report the analysis results for the collected samples. The City will report if the suspect discharge was confirmed to be an illicit discharge and, if known, the type of illicit discharge.



IDDE Investigation

Activity 6. Outfall Ranking

During field activities, data from each Outfall Reconnaissance Inventory Field Sheet will be analyzed to characterize the observed outfall as having obvious, suspect, possible, or unlikely discharge potential. This characterization will prioritize the outfall investigation during field activities as well as reported discharges. The implementation process is detailed in Section 7 of the IDDE Program.

Evaluation Criteria: The City will report the ranking of each outfall inspected during the reporting period. The City will report the number of outfalls that required further investigation.

Activity 7. Discharge Investigation

Illicit discharge investigations will be performed to determine the source of a discharge problem and the responsible party. When the source is not known for an obvious illicit discharges, an investigation will be performed to determine the source within 10 days. When a suspect illicit discharges, an investigation will be performed to determine the source within 30 days. Potential illicit discharges will be investigated within 60 days. Within 10 days of the identification of the source of a discharge and responsible party, the discharge shall be eliminated. Where this is not possible, the discharge shall be minimized until it can be eliminated. The implementation process is detailed in Section 7, 8, and 9 of the IDDE Program.

Evaluation Criteria: The City will report the number of illicit discharge investigations performed during the reporting period. The City will also report the number of confirmed illicit discharges, if a source was determined, and if the discharge was eliminated.

Corrective Action Record Keeping

Activity 8. Corrective Action Record Keeping

When a suspect illicit discharge or illicit connection is identified, a case log detailing pertinent information will be created. Throughout the corrective action process, all information related to the resolution of the illicit discharge will be documented in the case log.

Evaluation Criteria: The City will maintain records of the corrective actions. The City will report the number of confirmed illicit discharges and the number of illicit discharges corrected or eliminated during the reporting period. The City will also report the number of confirmed illicit discharges where corrective action is pending.



Storm Water System Mapping

As stated in Section 4.2, the City has created a Storm Water System map depicting all known outfalls, waters of the state that receive discharges from these outfalls, and structural BMPs owned, operated or maintained by the City. A copy of the map is located in **Appendix H-1, Figure 2**. A table that provides latitude/longitude as well as other details of each known outfall is provided on **Figure 2** in **Appendix H-2**.

Activity 9. Update Storm Water System Map – Existing Features

The City will update the Map as new outfalls are located and new structural BMPs are identified or added to the MS4. The implementation process is further discussed in Section 5 of the IDDE Program.

Evaluation Criteria: The City will provide an updated Storm Water System Map showing the features added during the reporting period.

Activity 10. Update Storm Water System Map – Future Additions

Proposed additions within the City, including new storm sewer and drainage conveyances, will be mapped based on the civil plans provided to the City by developers. Outfalls from proposed development will be verified after construction is complete, as part of Activity 3. The implementation process is further discussed in Section 5 of the IDDE Program.

Evaluation Criteria: The City will report the number of civil plans provided to the City and the number of verified new features or outfalls during the reporting period. The City will provide an updated Storm Water System Map showing the features added during the reporting period.

Illicit Discharge Ordinance

Activity 11. Evaluate IDDE Ordinance

Section 11 of Ordinance No. 490 defines illicit discharges and responsibility of the public as well as procedures for escalating enforcement and removal actions. This is also further discussed in Section 6 of the IDDE Program. The City will evaluate the effectiveness of the ordinance each reporting period. If updates are required, the City will amend the existing ordinance or prepare a new ordinance. The ordinance is included in **Appendix H-3**.

Evaluation Criteria: The ordinance will be evaluated on its effectiveness in addressing identified illicit discharges and preventing repeat offenders. The City will report the number of complaints received, number of illicit discharges identified during the reporting period, the number of resolved violations, the number of repeat offenders, and the number of enforcement actions taken.

**IDDE Public Education****Activity 12. Distribute Storm Water Educational Material**

The City will provide educational materials highlighting identification and reporting of potential illicit discharges on the City's storm water webpage and/or place educational materials at City owned locations such as the City Hall, the Public Library, and/or Engineering Department.

Evaluation Criteria: The City will report the number of hits to the webpage and/or the number of materials placed at the City owned locations and how often the materials were replaced during the reporting period. This information will indicate the number of people who received educational materials.

Activity 13. Public Reporting and Tracking System

The City provides a contact number on the City's Storm Water Management webpage for the public to report non-compliant construction sites, illicit discharges (including spills or illegal dumping), impaired waterways, and violations of ordinances relating to storm water pollution. The public may contact the City's Utilities Board Engineering Department to make reports. The City utilizes a form to track the reports and follow-up with investigations where necessary.

Records of public complaints will include:

- Date, time, and description of the complaint
- Location of subject of the subject complaint
- Identification of any actions taken (inspections, enforcement, corrections, etc.) that are sufficient to cross-reference inspection and enforcement records

The City will continue to publicize the reporting number on the City's website and track received complaints and the City's responses to the received complaints. The City will evaluate the current public reporting and tracking methods.

Evaluation Criteria: The City will tract the total number of reports received, the number of complaints addressed, and the number of complaints resolved during the reporting period. The City will also report whether or not the received reports contain the required information to find and address the suspected problem. The City will provide a summary of at least one complaint received during the reporting period. This information will help evaluate the effectiveness of the tracking and reporting system, as well as the public awareness and concern of storm water issues.

Activity 14. Municipal Training

Municipal workers will be trained in the identification of illicit discharges as well as the prevention of storm water pollution at municipal facilities or related to municipal activities. Specific municipal operations such as fueling, vehicle maintenance, vehicle



washing, paint and paint waste storage and disposal, and used oil disposal may be addressed. The training session will be conducted annually during each reporting period.

Municipal workers will be notified of the procedures for reporting suspected illicit discharges to the City Engineer and/or the City IDDE Program Manager, including the preferred method of contact (email) and the information to be included in the report (e.g., location, date, time, observations).

Evaluation Criteria: The City will provide details on the training topics presented to the municipal workers. The City will maintain attendance records and report the number of municipal workers trained during the reporting period. This information will help evaluate the municipal workers awareness of illicit discharges and storm water issues.

Storm Water Monitoring

Activity 15. Storm Water Monitoring Locations

Storm water monitoring locations were identified in Table 2.1, Section 2.5 and are depicted on the City's Storm Water System Map. If additional monitoring locations are recommended as a result of the analysis of the monitoring data, the City will update the map with the revised or additional locations.

Evaluation Criteria: If additional locations are added, the City will provide an updated Storm Water System Map showing the features added during the reporting period.

Activity 16. Evaluation of Monitoring Data

In conjunction with the monitoring provisions of Section 2.2 of the SWMPP, the City will evaluate the collected monitoring data for indicators of potential illicit discharges within the City and to assess the effectiveness of the BMPs in achieving the reductions outlined in the 2008 TMDL.

Evaluation Criteria: The City will report which monitoring points appear to have relatively higher pollutant levels. The City will make recommendations to the Gadsden-Etowah MS4 Storm Water Steering Committee to add and/or modify monitoring points to better characterize discharges from the MS4.

NPDES Industrial Permitting

Activity 17. NPDES Industrial Permitting

As authorized by the Clean Water Act, the NPDES Permit program controls water pollution by regulating point sources that discharge pollutants into waters of the United States. Title 40, Part 122 of the Code of Federal Regulations (40CFR122) specifies that discharges associated with certain industrial activities must obtain an NPDES permit. The ADEM currently provides for individual and general NPDES permitting.



Information pertaining to permitted facilities will be obtained from available public sources such as MYWATERS Mapping, EPA ECHO Database, and/or ADEM E-file and incorporated into the Storm Water System Map. This information will be used in conjunction with the storm water system mapping and monitoring data to evaluate potential sources of storm water pollution and to identify unpermitted facilities.

Unpermitted facilities that require an NPDES permit will be reported to the Industrial Section of the ADEM in Montgomery, Alabama by phone and/or email. Rainbow City continues to rely on the ADEM for industrial NPDES permitting and enforcement.

Evaluation Criteria: The City will provide the number of unpermitted facilities reported to ADEM during the reporting period, if any. This information will help measure the effectiveness of the reporting and identification of unpermitted facilities.

8.2.4 Responsible Party

The Rainbow City Mayor's office and Engineering Department are responsible for overseeing, developing, and coordinating the IDDE program in the Rainbow City regulated MS4 area.

8.3 Construction Site Storm Water Runoff

8.3.1 Rationale Statement

The City's construction site storm water runoff control program is primarily designed to address storm water pollution due to off-site sedimentation from qualifying construction sites to the maximum extent practicable.

8.3.2 Target Audiences

The primary target audiences within the City are:

- **Developers, Contractors, and Homebuilders**
 - Potential contributors of storm water pollution through development and construction activities.
- **Engineers**
 - Responsible for designing effective best management practices to minimize off-site sedimentation from construction activities.

8.3.3 Outreach Strategies

The City plans to implement the following activities as part of their Construction Site Storm Water Runoff Program during each reporting period. To evaluate the success of the program and aid in preparing the required Annual Report, evaluation criteria have been established for each strategy.



A table identifying each Construction Site Storm Water Runoff strategy planned for each reporting period is provided in **Appendix H-2**. This table may aide in completion of the annual report.

Activity 1. Erosion and Sediment Control Ordinance

Ordinance No. 490 dated December 10, 2012 regulates storm water management within the City. Section 4 of the ordinance requires that construction sites obtain a land disturbance permit from the City if the total disturbed area is greater than one acre or less than one acre but whose activity is part of a larger common plan of development or sale that disturbs one acre or more. The ordinance also requires the submittal of Site Plans, Sediment and Erosion Control Plans, and Storm Water Management Plans to the City with the permit application. Approval of each land disturbance permit application and associated plans is provided by the City in writing. Section 11 includes provisions to ensure compliance and provide for enforcement of the City storm water regulations.

Section 8 of Ordinance 490 also states Erosion and Sediment Controls shall meet the design criteria set forth in the most recent edition of the *Alabama Handbook for Erosion Control, Sediment Control, and Storm Water Management on Construction Sites and Urban Areas*.

The ordinance is included in **Appendix H-3**.

The City will evaluate the effectiveness of the Ordinance No. 490 during each reporting period. If changes are warranted, a new or revised ordinance will be approved and implemented.

Evaluation Criteria: The ordinance will be evaluated on its effectiveness in addressing erosion and sediment control. The City will report the number of non-compliant construction sites identified by the City, the number of enforcement actions taken, the number of non-compliant sites reported to the ADEM, and whether the individuals or businesses responsible for identified non-compliant construction sites are repeat offenders.

Activity 2. Construction Site Inspection Program

Designated City personnel will inspect all qualifying construction sites within 60 days of initial disturbance, at periodic intervals during construction, and following stabilization. At a minimum an inspection will be conducted once a month for each priority construction site. The Building Department Inspectors and Engineering Department personnel work together to perform the necessary inspections and implements work orders for subsequent inspections and potential enforcement when sites are non-compliant.

The City will maintain inspection documentation for review upon request. Records will include at a minimum:

- Facility type
- Inspection date



- Name and signature of inspector
- Location of construction project
- Owner/operator information (name, address, phone number, email)
- Description of storm water BMP condition
- Photographic documentation of storm water BMP components (at the discretion of the Permittee)

The Construction Inspection SOP is provided in **Appendix H-4** and can be downloaded from the City Webpage:

http://www.rbcalabama.com/html/stormwater_management.html

The City will evaluate the effectiveness of the construction site inspection program during each reporting period.

Evaluation Criteria: The City will report the number of inspections completed, the number of non-compliant construction sites identified by the City, the number of enforcement actions taken, the number of non-compliant sites reported to the ADEM, and whether the individuals or business responsible for identified non-compliant construction sites are repeat offenders. The City will also provide a summary of at least one inspection conducted during the reporting period that resulted in enforcement actions.

Activity 3. Sediment and Erosion Control Plan Review

Ordinance No. 490 Section 4 requires the submittal of the submittal of Site Plans, Sediment and Erosion Control Plans, and Storm Water Management Plans to the City with the permit application. Prior to approval or denial of a land disturbance permit application, the City will review the provided plans. Ordinance No. 490 Section 4 provides the plan review process and requirements.

Plan review will ensure proposed projects adequately address the City's erosion, sediment, and pollution control requirements. Plan review will also take into consideration what potential impacts to water quality the project may have.

The Plan Site Review SOP is provided in **Appendix H-4** and can be downloaded from the City Webpage:

http://www.rbcalabama.com/html/stormwater_management.html

Evaluation Criteria: The City will report the total number of plans reviewed, the number of plans approved or rejected during the reporting period, and number of plans that meet the requirements the Alabama Construction General Permit.

**Activity 4. BMP Training Program**

City personnel tasked with plan review and/or conducting BMP inspections will undergo annual training on proper design, installation, inspection, and maintenance of on-site control measures and on new technology and practices. All inspectors will complete initial storm water awareness training and attend annual refreshers. Currently the City has one trained employee, should additional plan reviewers or inspectors be needed, they will be trained accordingly.

Kevin Ashley was certified as a Qualified Credentialed Inspector (QCI) (QCI #T3477). QCI certification will be maintained through the approved annual refresher courses.

Evaluation Criteria: The City will provide a copy of the QCI certificates and records of awareness training received during the reporting period.

Activity 5. Public Reporting and Tracking System

The City provides a contact number on the City's Storm Water Management webpage for the public to report non-compliant construction sites, illicit discharges (including spills or illegal dumping), impaired waterways, and violations of ordinances relating to storm water pollution. The public may contact the City's Utilities Board Engineering Department to make reports. The City utilizes a form to track the reports and follow-up with investigations where necessary.

Records of public complaints will include:

- Date, time, and description of the complaint
- Location of subject construction sites
- Identification of any actions taken (inspections, enforcement, corrections, etc.) that are sufficient to cross-reference inspection and enforcement records

The City will continue to publicize the reporting number on the City's website and track received complaints and the City's responses to the received complaints. The City will evaluate the current public reporting and tracking methods.

Evaluation Criteria: The City will report the total number of complaints received, the number of complaints addressed, and the number of complaints resolved during the reporting period. The City will also report whether or not the received reports contain the required information to find and address the suspected problem. The City will provide a summary of at least one complaint received during the reporting period. This information will help evaluate the effectiveness of the tracking and reporting system, as well as the public awareness and concern of storm water issues.

Activity 6. Enforcement of Non-Compliant Sites

The City is relying on ADEM to establish the standards for appropriate erosion and sediment controls for qualifying construction sites. The City will notify the ADEM of any



construction sites where a possible violation of the Clean Water Act has occurred such as lack of NPDES permit or ineffective BMPs following an inspection by the City.

Section 11 of Ordinance 490, included in **Appendix H-3**, describes the enforcement process. The process is summarized below.

1. When the City finds that any permitted or any other person discharging storm water has violated or is violating the ordinance, the City will issue a written notice of violation.
2. Within ten days of this notice, an explanation of the violation and a plan for the satisfactory correction and prevention shall be submitted.
3. If the person fails to respond within the required time frame and/or fails to take corrective action within the specified time, the City may proceed with the following enforcement actions: compliance order and cease and desist orders.
4. When the City finds that any person has violated or continues to violate this ordinance or a permit or order issued hereunder, a compliance order may be issued.
5. When the City finds that any person has violated or continues to violate this ordinance or a permit or order issued hereunder, an order to cease and desist.

The City will rely on the ADEM for construction NPDES enforcement when a permit is required but has not been obtained or of situations where the City's enforcement actions have not resulted in compliance. These non-compliant sites will be reported to the Construction Section of the Stormwater Management Division of ADEM in Birmingham, Alabama by phone and/or email.

The City will maintain records of non-compliant sites that will include:

- Name of the owner/operator
- Location of construction project
- Description of violation
- Required schedule for returning to compliance
- Description of enforcement response used, including escalated responses if repeat violations occur
- Accompanying documentation of enforcement responses (notices of non-compliance, notices of violations, etc.)

Evaluation Criteria: The City will report the total number of non-compliant construction sites reported to ADEM during the reporting period.

8.3.4 *Responsible Party*

The Rainbow City Mayor's office and Engineering Department are responsible for implementing and tracking the construction site storm water provisions of the ordinance as well as other Construction Site Storm Water Runoff strategies.



8.4 Post-Construction Storm Water Management in New Development and Redevelopment

8.4.1 Rationale Statement

Post-construction runoff can significantly impact a water body by increasing the type and quantity of pollutants in storm water runoff and by increasing the volume of water delivered to the water body during storms. As runoff flows over areas altered by development, it collects sediment and chemicals such as oil, grease, pesticides, heavy metals, and nutrients. Instead of infiltrating, water is collected from surfaces such as asphalt and concrete and routed to drainage systems where large volumes of runoff are delivered to the nearest receiving water. Both impacts can be mitigated by proper post-construction planning.

8.4.2 Target Audiences

The primary target audiences within the City are:

- **Developers, Contractors, and Homebuilders**
 - Responsible for development and construction activities that can impact post-construction storm water management.
- **Engineers**
 - Responsible for designing post-construction storm water management plans

8.4.3 Outreach Strategies

The City plans to implement the following activities as part of their Post-Construction Storm Water Management Program during each reporting period. To evaluate the success of the program and aid in preparing the required Annual Report, evaluation criteria have been established for each strategy.

A table identifying each Post-Construction Storm Water Management strategy planned for each reporting period is provided in **Appendix H-2**. This table may aide in completion of the annual report.

Activity 1. Reducing Post-Construction Runoff Volume

Section 7 of Ordinance No. 490 provides for post-construction storm water management measures to reduce runoff volume. The ordinance requires a *“combination of structural and/or non-structural BMPs designed to require, to the maximum extent practicable, that the volume and velocity of pre-construction Storm water runoff is not exceeded.”* The ordinance also requires the permittee to show *“proposed final site conditions and describe how the volume and velocity of storm water leaving the site will be managed after construction is complete to require, to the maximum extent practicable, that it does not exceed the volume and velocity of pre-construction storm water runoff.”*

The ordinance will be evaluated each reporting period. If changes are warranted, a new or revised ordinance will be approved and implemented.



Evaluation Criteria: The ordinance will be evaluated on its effectiveness in reducing runoff from new development or redevelopment. The City will report the number of submitted plans that include measures to reduce runoff volume. The evaluation may also examine which control measures are typically utilized and if additional examples should be added to the ordinance.

Activity 2. Reducing Pollutants from Development

Section 8.E of Ordinance No. 490 requires that pollutants in runoff water be minimized using appropriate BMPs.

The ordinance will be evaluated each reporting period. If changes are warranted, a new or revised ordinance will be approved and implemented.

Evaluation Criteria: The ordinance will be evaluated on its effectiveness in reducing runoff from new development or redevelopment. The evaluation may also examine which control measures are typically utilized and if examples of appropriate control measures should be added to the ordinance. The City will report the number of developments where treatment of storm water runoff is required and the criteria for requiring treatment of storm water runoff.

Activity 3. Long-Term Maintenance of Storm Water Controls

Section 7 of Ordinance No. 490 requires long-term maintenance of storm water control structures. The Ordinance states the permittee must provide *“documentation allocating responsibilities for long-term operation and maintenance of Post-Construction Strategies, as it deems necessary.”* The City may also require the permittee to establish a method of funding to ensure the long term maintenance of any post-construction BMPs.

The ordinance will be evaluated each reporting period. If changes are warranted, a new or revised ordinance will be approved and implemented.

Evaluation Criteria: The ordinance will be evaluated on its effectiveness in addressing long-term maintenance of storm water controls. The City will report the number of submitted plans that include detailed maintenance procedures, the number of maintenance agreements reviewed, the number of maintenance provisions approved or denied, and the number of enforcement actions taken.

Activity 4. Evaluate Obstacles to Low Impact/Green Development

The City will review and evaluate policies and ordinances related to building codes, or other local regulations, with a goal of identifying regulatory and policy impediments to the installation of green infrastructure and low-impact development techniques.

Evaluation Criteria: The City will report if obstacles are identified and provide a brief summary on how the conflicts will be resolved.

**Activity 5. Plan Review**

The City will review Sediment and Erosion Control Plans and Storm Water Management Plans for all new construction, prior to the approval or denial of a land disturbance permit application. If changes to post-construction controls are required, the City requires the plans to be resubmitted and pre-approved. The plans must demonstrate and document that post-construction storm water measures have been installed per design specifications. Ordinance No. 490 Section 7 provides the plan review process and requirements.

Plan review will ensure proposed projects adequately address the City's erosion, sediment, and pollution control requirements. Plan review will also take into consideration what potential impacts to water quality the project may have.

Evaluation Criteria: The City will report the total number of plans reviewed, the number of plans approved or rejected during the reporting period, and the number of post-construction designs approved or rejected.

Activity 6. Construction Site Inspection Program

Designated City personnel will perform post-construction inspections with written notice that stabilization is complete to confirm post-construction storm water measures/structures have been installed according to the submitted plans. At a minimum an inspection will be conducted annually for each site to confirm post-construction BMPs are functioning as designed.

The City will maintain inspection documentation for review upon request. Records will include at a minimum:

- Facility type
- Inspection date
- Name and signature of inspector
- Location of construction project
- Owner/operator information (name, address, phone number, email)
- Description of storm water BMP condition
- Photographic documentation of storm water BMP components (at the discretion of the Permittee)

The City will evaluate the effectiveness of the construction site inspection program during each reporting period.

Evaluation Criteria: The City will report the number of inspections completed, the number of sites identified that were not constructed according to the submitted plans, the number of enforcement actions taken, the number of non-compliant sites reported to the ADEM, and whether the individuals or business responsible for identified non-



compliant construction sites are repeat offenders. The City will also provide a summary of at least one inspection conducted during the reporting period that resulted in enforcement actions.

Activity 7.**Post-construction Structural Controls Inventory**

The City will compile an inventory of post-construction structural controls including those owned by the City. The list will be updated annually.

Evaluation Criteria: The City will a table of the post-construction structural controls with the owner/operator. The City will identify the newly added controls during the reporting period.

8.4.4 *Responsible Party*

The Rainbow City Mayor's office and Engineering Department are responsible for implementing the provisions of the ordinance pertaining to post construction storm water management as well as other Post - Construction Site Storm Water Runoff strategies.

8.5 Pollution Prevention and Good Housekeeping for Municipal Operations**8.5.1 *Rationale Statement***

Rainbow City will develop and utilize BMPs designed to minimize pollution related to municipal operations and maintenance. These BMPs are intended to address storm water pollution from nutrients, sediments, petroleum products, and other common pollutants.

8.5.2 *Target Audiences*

The primary target audiences within the City are:

- **Municipal Employees**
 - Primarily responsible for identifying and reporting illicit discharges
 - Potential contributors to storm water impacts through municipal operations

8.5.3 *Outreach Strategies*

The City will implement the following activities as part of their Pollution Prevention and Good Housekeeping for Municipal Operations Program during each reporting period. To evaluate the success of the program and aid in preparing the required Annual Report, evaluation criteria have been established for each strategy.

A table identifying each Pollution Prevention and Good Housekeeping for Municipal Operations strategy planned for each reporting period is provided in **Appendix H-2**. This table may aide in completion of the annual report.

**Activity 1. Municipal Facilities**

The City has 10 municipal facilities that have the potential to discharge pollutants through storm water runoff. A list of facilities and addresses are provided in **Appendix H-3**.

Standard Operating Procedures (SOP) will be established detailing good housekeeping practices to be employed at each facility, where appropriate. SOPs will be developed by **May 31, 2017** and provided in the 2016-2017 Annual Report.

The City will inspect each facility for good housekeeping practices on a quarterly basis using a checklist during inspections and to track noted deficiencies. The checklist is provided in **Appendix H-4**.

Evaluation Criteria: The City will provide a list of municipal facilities, the number of inspections performed at each facility, and the number of noted deficiencies. This information will help measure the municipal workers awareness of storm water issues.

Activity 2. Employee Training

The City will develop and implement a training program for municipal employees that focus on pollution prevention, good housekeeping measures, identification of potential illicit discharges, and other potential threats to storm water quality. Training materials will focus on vehicle maintenance and identification and reporting of potential illicit discharges.

A training session will be conducted each reporting period.

Evaluation Criteria: The City will provide details on the training topics presented to municipal workers during the reporting period. The City will keep attendance records and report the number of municipal workers trained during the reporting period. This information will help measure the municipal workers awareness of storm water issues.

Activity 3. Vehicle Maintenance Program

The Rainbow City owns and operates a variety of vehicles and equipment used in municipal operations and maintenance. These vehicles include passenger cars, trucks, vans, and equipment. The City will continue to conduct routine maintenance of owned vehicles and will inspect vehicles for the presence of fluid leaks during routine maintenance using the vehicle inspection log. The City will promptly repair vehicles determined to have leaks. The City will log all repairs with an inspection checklist.

Evaluation Criteria: The City will provide a completed inspection log for at least one vehicle used during the reporting period. The City will report the frequency of inspections and the number of vehicle or equipment leaks identified during the reporting period as a result of the inspection program. This information will help measure the effectiveness of the vehicle inspection and maintenance program.

**Activity 4. Vehicle Wash Area**

Vehicle washing will be performed only in designated areas. Each location will be reviewed, inspected, and modified as needed throughout the year. During the annual BMP training, the City will notify all employees of the locations of the designated wash areas.

The City will continue to not use phosphate-containing soaps for vehicle washing (unless washing takes place at an NPDES-permitted facility) and will incorporate non-phosphatic detergents in wash procedures.

Evaluation Criteria: The City will report the number of designated municipal vehicle washing areas. The City will also keep attendance records and report the number of municipal workers trained during the reporting period. This information will help measure the municipal workers awareness of storm water issues.

Activity 5. Pesticide Application

Most pesticide application is performed by an outside contractor. Prior to entering into or renewing any additional contracts the City will require the contractor to provide all necessary certifications and licensing during the bid process.

The City has a Mosquito Control Program. Applications are limited to below the threshold required for NOI submittal under a NPDES ALG870000 permit. Should City applications exceed thresholds, then the City will obtain an NPDES permit from ADEM for application practices. The City will follow ADEM regulations regarding mosquito pesticide application.

To reduce potential impact to waterways, the City will review all areas where pesticides are to be used. Areas where pesticides are determined to pose a threat to water quality should be noted on the storm water map and identified in the annual report.

The City will comply with pesticide application and disposal regulations.

Evaluation Criteria: The City will maintain a copy of the current certification. The City will report the number of areas where it was determined pesticides impacted waterways during the reporting period, if any, and how the impact was resolved. A Storm Water System Map showing the location of these areas will be provided in the Annual Report. This information will help measure the effectiveness of the City's review.

Activity 6. Litter, Floatables, and Debris – Brush Pickup

The City performs brush, pruned limbs, bagged leaves, grass clippings, and pine straw pickup throughout the year on a monthly basis. The City will continue to implement a brush and leaf pickup program.



Evaluation Criteria: The City will describe how roads are prioritized. The City will also report the number of scheduled pickups and pounds of debris collected from pickups during the reporting period. This information will help measure the effectiveness of the brush and leaf pickup program.

8.5.4 *Responsible Party*

The Rainbow City Mayor's office and Engineering Department are responsible for implementing and tracking Pollution Prevention and Good Housekeeping strategies within municipal operations.

8.6 **Agency Certification**

I certify under penalty of law that this document and all attachments pertaining to the Rainbow City 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 or imprisonment for knowing violations.

Terry John Calhoun

Terry John Calhoun, Mayor
Rainbow City, Alabama

12-27-16

Date



9.0 City of Southside

The City of Southside encompasses approximately 13.4% of the Urbanized Area and accounts for 10% of the population. A map depicting the City of Southside's urbanized area and city limits is located in **Appendix I-1, Figure 1.**

The following sections detail the rationale statement, targeted audiences, planned activities, evaluation criteria, and the responsible party regarding the referenced control measure.

9.1 Public Education and Public Involvement on Storm Water Impacts

9.1.1 *Rationale Statement*

The City's goal is to have a comprehensive and effective public education and public involvement program, the intent of which is to:

1. Generate awareness of storm water pollution prevention by educating people about the storm water system and its relationship to the health of local waterways;
2. Modify behavior patterns through education and encouragement of active participation in water pollution prevention;
3. Educate the public of steps they can take to reduce pollutants in storm water runoff; and
4. Involve the general public by providing activities and opportunities for public participation in the storm water management program.

9.1.2 *Target Audiences*

The primary target audiences within the City are as follows:

- **General Public** (homeowners and citizens)
 - Potential contributors of storm water pollution through litter, yard waste, vehicle washing, illicit discharges on and off impervious surfaces, and the application of pesticides, herbicides, and fertilizers.
- **Local Businesses**
 - Potential contributors of storm water pollution through illicit discharges, litter, waste handling procedures.
- **Landscape Companies**
 - Potential contributors of storm water pollution through the application of pesticides, herbicides, and fertilizers and illicit discharges on impervious surfaces.
- **Engineers, Developers, and Contractors**
 - Potential contributors of storm water pollution through off-site sedimentation from development and construction.



9.1.3 *Planned Activities*

The City plans to implement the following activities as part of their Public Education and Public Involvement Program during each reporting period. To evaluate the success of the program and aid in preparing the required Annual Report, evaluation criteria have been established for each strategy.

A table identifying each Public Education and Public Involvement activity planned for each reporting period is provided in **Appendix I-2**. This table may aide in completion of the annual report.

Activity 1. Distribute Storm Water Educational Material

The City will use available resources obtained through networking or online resources, such as those provided by EPA, to prepare storm water education material to increase awareness of the public on storm water topics. The City will distribute these materials to approximately 2,800 households and businesses through inclusion in water and garbage collection bills or provided as an advertisement in the Gadsden Times.

Topics might include the following:

- Introduce the MS4 to the general public and discuss the storm water cycle and how common contaminants enter the storm water system.
- Educate households and businesses about proper and improper use, storage, and disposal of common household chemicals such as herbicides, pesticides, and fertilizers.
- Make the public aware of how the improper use of these chemicals can impact storm water quality.
- Discuss storm water impacts specifically related to litter, floatables, and debris
- Discuss how the cumulative effect of these contaminants impact the Coosa River and what individual households and businesses can do to reduce storm water pollutants.
- Provide information on how to identify and report illicit discharges.
- Provide information on additional resources pertaining to storm water, storm water pollution, and Neely Henry Lake TMDLs.
- Provide information on storm water contacts within the City of Southside and information on reporting potential storm water violations.

Evaluation Criteria: The City will report the number of households who receive the mail-out during the reporting period. This information will indicate the number of people who received educational materials.

Activity 2. Maintain the Storm Water Webpage

The City provides information on the City's MS4 Program and permit on the Storm Water Management webpage within the City of Southside's website. The City will maintain this webpage and provide additional educational materials each reporting period.



Participation will be tracked through the number of "hits" on the webpage. The webpage will continue to be updated periodically to:

- Include general information on the MS4 permit and SWMPP;
- Discuss the storm water cycle and how common contaminants enter the storm water system;
- Provide educational materials about proper and improper use, storage, and disposal of common household chemicals;
- Provide educational materials on storm water impacts specifically related to litter, floatables, and debris
- Provide links to related storm water resources;
- Provide information on how to identify and report illicit discharges; and,
- Provide a calendar of upcoming community events related to storm water outreach.

The webpage can be viewed at the link provided below:

<http://www.cityofsouthside.com/Default.asp?ID=277&pg=Storm+Water+Management>

Evaluation Criteria: The City will report what information was added to the webpage and the number of "hits" on the webpage. This information will indicate the number of people who view the webpage and the associated educational materials.

Activity 3. Annual Report and SWMPP Availability

The City will provide the SWMPP and the current Annual Report available for public viewing on the City's website.

The webpage can be viewed at the link provided below:

<http://www.cityofsouthside.com/Default.asp?ID=277&pg=Storm+Water+Management>

Evaluation Criteria: The City will report number of "hits" on the webpage. This information will indicate the number of people who view the webpage and the associated SWMPP and Annual Report.

Activity 4. Maintain Facebook Page

The City maintains a City of Southside Storm Water Management Facebook page to promote upcoming events and provide links to educational information to the public. The City will update the Facebook page when necessary.

Evaluation Criteria: The City will report what information was added to the Facebook page and the number of "followers". This information will indicate the number of people who view the Facebook page and the associated educational materials.

**Activity 5. Staff a Display at City Fest**

The City will provide storm water outreach material and/or staff a display during the annual City Fest event scheduled in July. Pre-printed outreach material and/or displays may include:

- Introduction to the MS4 and the General Permit requirements
- Discussion of the storm water cycle and how common contaminants enter the storm water system
- Information on proper and improper use, storage, and disposal of common household chemicals
- Information regarding the Neely Henry Lake TMDLs
- Storm water contacts within the City of Southside and information on reporting potential storm water violations.

Evaluation Criteria: The City will report the number of educational material distributed at the event and the estimated number of people that stopped by the booth. This information will indicate the number of people who received educational materials.

Activity 6. Partnerships in Educational and Public Involvement Events

The City will partner with Keep Etowah Beautiful, Clean Water Partnership of Alabama, and/or Alabama Power to distribute storm water educational material on storm water impacts specifically related to litter, floatables, and debris. The City will assist in promoting events such as *Renew Our Rivers*, *Message in a Bottle*, and/or community cleanup days. The events will be advertised and promoted by the City. Event details may be posted at the City Hall, the Public Library, and other businesses. Promotion methods may include co-sponsoring radio, television, and/or print advertisement with co-permittees and other stakeholders. City personnel will participate in the events.

Evaluation Criteria: The City will report number of participants who received educational materials during the events and the ways in which the City promoted and/or advertised the events. The City will report the number of City employees/representatives that participated in each event. This information will indicate the number of people who received educational materials and will help measure the public awareness of the events and degree of public participation.

Activity 7. Promote Water Quality Awareness Week

The City will promote an annual *Water Quality Awareness Week* through City resources including co-sponsoring radio, television, and print advertisement with co-permittees and other stakeholders.



Evaluation Criteria: The City will report activities associated with this event and the ways in which the City promoted *Water Quality Awareness Week*. This information will help measure the public awareness of the event and degree of public and City participation.

Activity 8.**Promote and Participate in the Etowah County Water Festival**

The *Etowah County Water Festival* is an annual event for fourth grade students from public schools in Etowah County, Alabama. The festival provides hands-on activities that teach students the importance of surface and groundwater, its role in the environment and its effect on human, animal and plant life. The City will promote and participate in the annual *Etowah County Water Festival* through City resources. Promotion methods may include co-sponsoring radio, television, and/or print advertisement with co-permittees and other stakeholders. City personnel will participate in the festival.

Evaluation Criteria: The City will report number of City volunteers at the event and the ways in which the City promoted and/or advertised the event. This information will indicate the City's participation and will help measure the public awareness of the event and degree of public and City participation.

Activity 9.**Gadsden - Etowah MS4 Steering Committee Meetings**

The City will coordinate and/or participate in meetings of the Storm Water Steering Committee for entity updates, networking, and coordination of activities and BMP strategies.

Evaluation Criteria: The City will provide meeting agendas and attendance records during the reporting period. The City will report who attended each meeting. This information will indicate the participation of the steering committee and their interest in networking and coordination of activities.

Activity 10.**Provide Information on Construction Site Storm Water Impacts**

The City will provide pre-printed educational information on how construction site runoff can impact storm water quality to individuals requesting plan review and building/development permits.

Evaluation Criteria: The City will report the number of permits issued during the reporting period. This information will indicate the number of people who received educational materials.

Activity 11.**Provide Information on Low Impact / Green Development**

The City will provide pre-printed educational information on green development to individuals requesting plan review and building/development permits. Information may include references to additional resources such as the Green Building Alliance, Low Impact Development Center, and U.S. Department of Housing and Urban Development.



The City will encourage developers and engineers to consider green infrastructure alternatives during the plan review process.

Evaluation Criteria: The City will report the number of permits issued and number of projects that incorporate these techniques during the reporting period. This information will indicate the number of people who received educational materials.

Activity 12. Public Reporting and Tracking System

The City provides a contact number on the City's Storm Water Management webpage for the public to provide input on the development, revision, and implementation of the SWMPP. Additionally the public can report non-compliant construction sites, illicit discharges (including spills or illegal dumping), impaired waterways, and violations of ordinances relating to storm water pollution. The public may contact the City's Storm Water Management Department to make reports. The City utilizes a form to track the reports and follow-up with investigations where necessary.

Records of public reports, comment, or complaints will include:

- Date, time, and description of the report
- Location of subject construction sites
- Identification of any actions taken (inspections, enforcement, corrections, etc.) that are sufficient to cross-reference inspection and enforcement records

The City will continue to publicize the reporting number on the City's website and track received reports and the City's responses to the received reports. The City will evaluate the current public reporting and tracking methods.

Evaluation Criteria: The City will report the total number of inquiries received, the number of complaints addressed, and the number of complaints resolved during the reporting period. The City will also report whether or not the received reports contain the required information to find and address the suspected problem. The City will provide a summary of at least one complaint received during the reporting period. This information will help evaluate the effectiveness of the tracking and reporting system, as well as the public awareness and concern of storm water issues.

Activity 13. No Dumping/No Littering Signs

The City has placed "No Dumping" or "No Littering" signs in problem areas throughout the City. The City will maintain these signs and place additional signs if necessary.

Evaluation Criteria: The City will report the amount of materials (in total tons) collected in these areas. This information will help measure the effectiveness of the signs in reducing the amount of materials dumped in problem areas.



9.1.4 *Responsible Party*

The City of Southside Mayor's office and Building Department are responsible for overseeing, developing, and coordinating the Public Education and Public Involvement efforts.

9.2 Illicit Discharge Detection and Elimination

9.2.1 *Rationale Statement*

The City of Southside Illicit Discharge Detection and Elimination (IDDE) program is designed to locate, identify, and correct illicit discharges to the MS4. Program emphasis will be placed on identifying and correcting pollutant discharges which could influence compliance with the Neely Henry Lake TMDLs and the Gadsden-Etowah monitoring program.

9.2.2 *Target Audiences*

The primary target audiences within the City for the IDDE program are:

- **Municipal Employees**
 - Primarily responsible for identifying and reporting illicit discharges
- **General Public** (homeowners and citizens)
 - Potential contributors of illicit discharges from activities such as dumping paint, motor oil, or other chemicals into a storm drain.
- **Local Businesses**
 - Potential contributors of illicit discharges through inadequate management practices and/or unpermitted facilities

9.2.3 *Outreach Strategies*

The City developed an IDDE Program in March 2014, a copy of which is provided in **Appendix C**. The City will continue to review and modify the program as necessary.

The City plans to implement the activities described in their IDDE Program during each reporting period. The IDDE Program has been simplified for the purposes of this section of the SWMPP to describe required activities. To evaluate the success of the program and aid in preparing the required Annual Report, evaluation criteria have been established for each strategy.

A map depicting all known outfalls, waters of the State that receive discharges from these outfalls, and structural BMPs owned, operated or maintained by the City is located in **Appendix I-2, Figure 2**. A table that provides latitude/longitude is located on **Figure 2 in Appendix II**.

A table identifying each Illicit Discharge Detection and Elimination activity planned for each reporting period is provided in **Appendix I-2**. This table may aide in completion of the annual report.



Identifying Priority Areas

The City has delineated seven drainage basins within the urbanized area (see **Appendix I, Figure 3**).

Activity 1. Identify Priority Areas

The City will identify which drainage basins are considered Priority Areas for each reporting period using the illicit discharge potential (IDP) calculation procedures detailed in Section 3 of the IDDE Program. The City will maintain records of the IDP calculations for each drainage basin.

Evaluation Criteria: The City will report the total IDP score for each drainage basin and will provide an updated map showing the identified Priority Areas. The City will report drainage basins that are newly listed or de-listed from the previous reporting year's calculations.

Field Assessment Activities

Based on Section 4 of the IDDE Program, the City will walk approximately 20% of their total stream length within the regulated MS4 each reporting period. Based on the stream lengths obtained from the national hydrography dataset, the City has 18.65 miles of total stream length (inventory) to walk. The stream-walking programs will target Priority Areas first. The anticipated date of completion for the initial mapping is **March 31, 2019**.

The City has identified 16 outfalls within the MS4 Boundary.

Activity 2. Outfall Identification

The City has implemented a stream-walking program designed to identify previously unknown outfalls to the MS4 as well as verify and re-evaluate known outfalls. The City plans to complete an average of 4-5 miles of stream inventory each reporting period. The implementation process is detailed in Section 4 of the IDDE Program.

Evaluation Criteria: The City will maintain records of field observations. The City will report the number of outfalls identified and the stream length walked during the reporting period. The City will provide updated tables and maps that include the outfalls identified by the stream-walking program.

Activity 3. Probable Outfall Verification

Probable outfalls may be identified during field and/or mapping activities, during review of proposed development plans, or through illicit discharge reports. When a probable outfall is identified, it will be added to the Storm Sewer System Map and labeled as unverified.



The City will verify probable outfalls through field observation within 18 months of their addition to the Storm Sewer System Map. The implementation process is detailed in Section 4 of the IDDE Program.

Evaluation Criteria: The City will report the number of probable outfalls that were identified and the number of outfalls that were verified during the reporting period. The City will provide updated tables and maps that include the verified outfalls, as well as probable outfalls that are planned to be verified in the following reporting period. The City will maintain records of field observations.

Activity 4.**Outfall Reconnaissance Inventory (ORI) Dry Weather**

As required by the permit, 15% of all known outfalls will be inspected during each reporting period and all outfalls will be inspected in the 5 year permit cycle. Additionally, the City or subcontracted crews will conduct dry weather monitoring of major outfalls in Priority Areas at a frequency of 20% each reporting period. The implementation process is detailed in Section 7 of the IDDE Program. Dry weather monitoring activities may be combined with outfall verification as described in Activity 3.

Evaluation Criteria: The City will maintain records of field observations. The City will report the number of outfalls inspected during the reporting period. The City will also provide a summary of the results of outfall reconnaissance inventory activities conducted during the reporting period that will include a list of outfalls observed during each reporting period.

Activity 5.**Suspect Discharge Sampling**

If a dry weather flow has a severity index of 3 on one or more indicators in Section 4 of the Outfall Reconnaissance Inventory Field Sheet, or if field screening indicates a suspect discharge, field crews will collect samples for further analysis. The implementation process is detailed in Section 7 of the IDDE Program.

Evaluation Criteria: The City will report the number of identified dry weather flows, suspect discharges, and samples collected during the reporting period. The City will report the analysis results for the collected samples. The City will report if the suspect discharge was confirmed to be an illicit discharge and, if known, the type of illicit discharge.

IDDE Investigation**Activity 6.****Outfall Ranking**

During field activities, data from each Outfall Reconnaissance Inventory Field Sheet will be analyzed to characterize the observed outfall as having obvious, suspect, possible, or unlikely discharge potential. This characterization will prioritize the outfall investigation



during field activities as well as reported discharges. The implementation process is detailed in Section 7 of the IDDE Program.

Evaluation Criteria: The City will report the ranking of each outfall inspected during the reporting period. The City will report the number of outfalls that required further investigation.

Activity 7.**Discharge Investigation**

Illicit discharge investigations will be performed to determine the source of a discharge problem and the responsible party. When the source is not known for an obvious illicit discharges, an investigation will be performed to determine the source within 10 days. When a suspect illicit discharges, an investigation will be performed to determine the source within 30 days. Potential illicit discharges will be investigated within 60 days. Within 10 days of the identification of the source of a discharge and responsible party, the discharge shall be eliminated. Where this is not possible, the discharge shall be minimized until it can be eliminated. The implementation process is detailed in Section 7, 8, and 9 of the IDDE Program.

Evaluation Criteria: The City will report the number of illicit discharge investigations performed during the reporting period. The City will also report the number of confirmed illicit discharges, if a source was determined, and if the discharge was eliminated.

Corrective Action Record Keeping**Activity 8.****Corrective Action Record Keeping**

When a suspect illicit discharge or illicit connection is identified, a case log detailing pertinent information will be created. Throughout the corrective action process, all information related to the resolution of the illicit discharge will be documented in the case log.

Evaluation Criteria: The City will maintain records of the correction actions. The City will report the number of confirmed illicit discharges and the number of illicit discharges corrected or eliminated during the reporting period. The City will also report the number of confirmed illicit discharges where corrective action is pending.

Storm Water System Mapping

As stated in Section 4.2, the City has created a Storm Water System map depicting all known outfalls, waters of the State that receive discharges from these outfalls, and structural BMPs owned, operated or maintained by the City. A copy of the map is located in **Appendix I-1, Figure 2**. A table that provides latitude/longitude is provided on **Figure 2 in Appendix III**.

**Activity 9. Update Storm Water System Map – Existing Features**

The City will update the Map as new outfalls are located and new structural BMPs are identified or added to the MS4. The implementation process is further discussed in Section 5 of the IDDE Program.

Evaluation Criteria: The City will provide an updated Storm Water System Map showing the features added during the reporting period.

Activity 10. Update Storm Water System Map – Future Additions

Proposed additions within the City, including new storm sewer and drainage conveyances, will be mapped based on the civil plans provided to the City by developers. Outfalls from proposed development will be verified after construction is complete, as part of Activity 3. The implementation process is further discussed in Section 5 of the IDDE Program.

Evaluation Criteria: The City will report the number of civil plans provided to the City and the number of verified new features or outfalls during the reporting period. The City will provide an updated Storm Water System Map showing the features added during the reporting period.

Illicit Discharge Ordinance**Activity 11. Evaluate IDDE Ordinance**

Ordinance O-10-12 Section VIII dated December 10, 2012 defines illicit discharges and responsibility of the public as well as procedures for escalating enforcement and removal actions. This is also further discussed in Section 6 of the IDDE Program. The City will evaluate the effectiveness of the ordinance each reporting period. If updates are required, the City will amend the existing ordinance or prepare a new ordinance. The ordinance is included in **Appendix I-3** and can be downloaded from the City Webpage at the link provided below:

<http://www.cityofsouthside.com/Default.asp?ID=278&pg=Storm+Water+Management+Ordinance>

Evaluation Criteria: The ordinance will be evaluated on its effectiveness in addressing identified illicit discharges and preventing repeat offenders. The City will report the number of complaints received, number of illicit discharges identified during the reporting period, the number of resolved violations, the number of repeat offenders, and the number of enforcement actions taken.



IDDE Public Education

Activity 12. Distribute Storm Water Educational Material

The City will provide educational materials highlighting identification and reporting of potential illicit discharges on the City's storm water webpage and/or place educational materials at City owned locations such as the City Hall, the Public Library, and/or Building Department.

Evaluation Criteria: The City will report the number of hits to the webpage and/or the number of materials placed at the City owned locations and how often the materials were replaced during the reporting period. This information will indicate the number of people who received educational materials.

Activity 13. Public Reporting and Tracking System

The City provides a contact number on the City's Storm Water Management webpage for the public to report non-compliant construction sites, illicit discharges (including spills or illegal dumping), impaired waterways, and violations of ordinances relating to storm water pollution. The public may contact the City's Storm Water Management Department to make reports. The City utilizes a form to track the reports and follow-up with investigations where necessary.

Records of public complaints will include:

- Date, time, and description of the complaint
- Location of subject of the subject complaint
- Identification of any actions taken (inspections, enforcement, corrections, etc.) that are sufficient to cross-reference inspection and enforcement records

The City will continue to publicize the reporting number on the City's website and track received complaints and the City's responses to the received complaints. The City will evaluate the current public reporting and tracking methods.

Evaluation Criteria: The City will track the total number of reports received, the number of complaints addressed, and the number of complaints resolved during the reporting period. The City will also report whether or not the received reports contain the required information to find and address the suspected problem. The City will provide a summary of at least one complaint received during the reporting period. This information will help evaluate the effectiveness of the tracking and reporting system, as well as the public awareness and concern of storm water issues.

Activity 14. Municipal Training

Municipal workers will be trained in the identification of illicit discharges as well as the prevention of storm water pollution at municipal facilities or related to municipal activities. Specific municipal operations such as fueling, vehicle maintenance, vehicle



washing, paint and paint waste storage and disposal, and used oil disposal may be addressed. The training session will be conducted annually during each reporting period.

Municipal workers will be notified of the procedures for reporting suspected illicit discharges to the City Engineer and/or the City IDDE Program Manager, including the preferred method of contact (email) and the information to be included in the report (e.g., location, date, time, observations).

Evaluation Criteria: The City will provide details on the training topics presented to the municipal workers. The City will maintain attendance records and report the number of municipal workers trained during the reporting period. This information will help evaluate the municipal workers awareness of illicit discharges and storm water issues.

Storm Water Monitoring

Activity 15. Storm Water Monitoring Locations

Storm water monitoring locations were identified in Table 2.1, Section 2.5 and those within the City's MS4 boundaries are depicted on the City's Storm Water System Map. If additional monitoring locations are recommended as a result of the analysis of the monitoring data, the City will update the map with the revised or additional locations.

Evaluation Criteria: If additional locations are added, the City will provide an updated Storm Water System Map showing the features added during the reporting period.

Activity 16. Evaluation of Monitoring Data

In conjunction with the monitoring provisions of Section 2.2 of the SWMP, the City will evaluate the collected monitoring data for indicators of potential illicit discharges within the City and to assess the effectiveness of the BMPs in achieving the reductions outlined in the 2008 TMDL.

Evaluation Criteria: The City will report which monitoring points appear to have relatively higher pollutant levels. The City will make recommendations to the Gadsden-Etowah MS4 Storm Water Steering Committee to add and/or modify monitoring points to better characterize discharges from the MS4.

NPDES Industrial Permitting

Activity 17. NPDES Industrial Permitting

As authorized by the Clean Water Act, the NPDES Permit program controls water pollution by regulating point sources that discharge pollutants into waters of the United States. Title 40, Part 122 of the Code of Federal Regulations (40CFR122) specifies that discharges associated with certain industrial activities must obtain an NPDES permit. The ADEM currently provides for individual and general NPDES permitting.



Information pertaining to permitted facilities will be obtained from available public sources such as MYWATERS Mapping, EPA ECHO Database, and/or ADEM E-file and incorporated into the Storm Water System Map. This information will be used in conjunction with the storm water system mapping and monitoring data to evaluate potential sources of storm water pollution and to identify unpermitted facilities.

Unpermitted facilities that require an NPDES permit will be reported to the Industrial Section of the ADEM in Montgomery, Alabama by phone and/or email. The City of Southside continues to rely on the ADEM for industrial NPDES permitting and enforcement.

Evaluation Criteria: The City will provide the number of unpermitted facilities reported to ADEM during the reporting period, if any. This information will help measure the effectiveness of the reporting and identification of unpermitted facilities.

9.2.4 *Responsible Party*

The City of Southside Mayor's office and Building Department are responsible for overseeing, developing, and coordinating the IDDE program in the City of Southside regulated MS4 area.

9.3 Construction Site Storm Water Runoff

9.3.1 *Rationale Statement*

The City's construction site storm water runoff control program is primarily designed to address storm water pollution due to off-site sedimentation from qualifying construction sites to the maximum extent practicable.

9.3.2 *Target Audiences*

The primary target audiences within the City are:

- **Developers, Contractors, and Homebuilders**
 - Potential contributors of storm water pollution through development and construction activities.
- **Engineers**
 - Responsible for designing effective best management practices to minimize off-site sedimentation from construction activities.

9.3.3 *Outreach Strategies*

The City plans to implement the following activities as part of their Construction Site Storm Water Runoff Program during each reporting period. To evaluate the success of the program and aid in preparing the required Annual Report, evaluation criteria have been established for each strategy.



A table identifying each Construction Site Storm Water Runoff strategy planned for each reporting period is provided in **Appendix I-2**. This table may aide in completion of the annual report.

Activity 1. Erosion and Sediment Control Ordinance

The City's Ordinance O-10-12 dated December 15, 2012 regulates storm water management within the City. Section III of the ordinance requires that construction sites obtain a land disturbance permit from the City if the total disturbed area is greater than one acre or if the site is located within the waterfront property or within a defined floodway. The ordinance also requires the submittal of a Sediment and Erosion Control Plan and a Storm Water Management Plan to the City with the permit application. Approval of each land disturbance permit application and associated plans is provided by the City in writing. Section IX of the ordinance provides for enforcement of the City storm water regulations. Section X provides for penalties between \$50.00 and \$500.00 per day per violation.

Section 5 states the *Alabama Handbook for Erosion Control, Sediment Control, and Storm Water Management on Construction Sites and Urban Areas* as the City's standard for BMP design.

The ordinance is included in **Appendix I-3** and can be downloaded from the City Webpage at the link provided below:

<http://www.cityofsouthside.com/Default.aspx?ID=278&pg=Storm+Water+Management+Ordinance>

The City will evaluate the effectiveness of the Ordinance O-10-12 during each reporting period. If changes are warranted, a new or revised ordinance will be approved and implemented.

Evaluation Criteria: The ordinance will be evaluated on its effectiveness in addressing erosion and sediment control. The City will report the number of non-compliant construction sites identified by the City, the number of enforcement actions taken, the number of non-compliant sites reported to the ADEM, and whether the individuals or businesses responsible for identified non-compliant construction sites are repeat offenders.

Activity 2. Construction Site Inspection Program

Designated City personnel will inspect all qualifying construction sites within 60 days of initial disturbance, at periodic intervals during construction, and following stabilization. At a minimum an inspection will be conducted once a month for each priority construction site as defined by the ADEM based on the most recent 303(d) list. The Building Department Inspectors perform the necessary inspections and implement work orders for subsequent inspections and potential enforcement when sites are non-compliant.



The City will maintain inspection documentation for review upon request. Records will include at a minimum:

- Facility type
- Inspection date
- Name and signature of inspector
- Location of construction project
- Owner/operator information (name, address, phone number, email)
- Description of storm water BMP condition
- Photographic documentation of storm water BMP components (at the discretion of the Permittee)

The City will evaluate the effectiveness of the construction site inspection program during each reporting period.

Evaluation Criteria: The City will report the number of inspections completed, the number of non-compliant construction sites identified by the City, the number of enforcement actions taken, the number of non-compliant sites reported to the ADEM, and whether the individuals or business responsible for identified non-compliant construction sites are repeat offenders. The City will also provide a summary of at least one inspection conducted during the reporting period that resulted in enforcement actions.

Activity 3. Sediment and Erosion Control Plan Review

Section III (4)(b) of Ordinance No. O-10-2012 requires that each application for a Land Disturbance Permit be accompanied by a Sediment and Erosion Control Plan and a Storm Water Management Plan providing for storm water management during the land disturbing activity and after the activity has been completed. Prior to approval or denial of a land disturbance permit application, the City will review the provided plans. Ordinance No. O-10-2012 provides the plan review process and requirements.

Plan review will ensure proposed projects adequately address the City's erosion, sediment, and pollution control requirements. Plan review will also take into consideration what potential impacts to water quality the project may have.

Evaluation Criteria: The City will report the total number of plans reviewed, the number of plans approved or rejected during the reporting period, and number of plans that meet the requirements the Alabama Construction General Permit.

Activity 4. BMP Training Program

City personnel tasked with plan review and/or conducting BMP inspections will undergo annual training on proper design, installation, inspection, and maintenance of on-site control measures and on new technology and practices. All inspectors will complete initial storm water awareness training and attend annual refreshers. Currently the City has three



trained employees, should additional plan reviewers or inspectors be needed, they will be trained accordingly.

Jimmy Whittemore (QCI #64503), Daryl Sanders (QCI #64496), and Jeff Wise (QCI#64505) were certified as a Qualified Credentialled Inspectors (QCI). QCI certification will be maintained through the approved annual refresher courses.

Evaluation Criteria: The City will provide a copy of the QCI certificates and records of awareness training received during the reporting period.

Activity 5. Public Reporting and Tracking System

The City provides a contact number on the City's Storm Water Management webpage for the public to report non-compliant construction sites, illicit discharges (including spills or illegal dumping), impaired waterways, and violations of ordinances relating to storm water pollution. The public may contact the City's Storm Water Management Department to make reports. The City utilizes a form to track the reports and follow-up with investigations where necessary.

Records of public complaints will include:

- Date, time, and description of the complaint
- Location of subject construction sites
- Identification of any actions taken (inspections, enforcement, corrections, etc.) that are sufficient to cross-reference inspection and enforcement records

The City will continue to publicize the reporting number on the City's website and track received complaints and the City's responses to the received complaints. The City will evaluate the current public reporting and tracking methods.

Evaluation Criteria: The City will report the total number of complaints received, the number of complaints addressed, and the number of complaints resolved during the reporting period. The City will also report whether or not the received reports contain the required information to find and address the suspected problem. The City will provide a summary of at least one complaint received during the reporting period. This information will help evaluate the effectiveness of the tracking and reporting system, as well as the public awareness and level of concern of storm water issues.

Activity 6. Enforcement of Non-Compliant Sites

The City is relying on ADEM to establish the standards for appropriate erosion and sediment controls for qualifying construction sites. The City will notify the ADEM of any construction sites where a possible violation of the Clean Water Act has occurred such as lack of NPDES permit or ineffective BMPs following an inspection by the City.



Ordinance O-10-2012, included in **Appendix E-3**, describes the enforcement process. The process is summarized below.

1. In the event a deficiency is noted, the city shall notify in writing the party responsible for maintenance.
2. Upon receipt of the notice, the responsible party has 14 days to correct the deficiency.
3. In the event that corrective action is not undertaken within that time, the City may take necessary corrective action.

The City will rely on the ADEM for construction NPDES enforcement when a permit is required but has not been obtained or of situations where the City's enforcement actions have not resulted in compliance. These non-compliant sites will be reported to the Construction Section of the Stormwater Management Division of ADEM in Birmingham, Alabama by phone and/or email.

The City will maintain records of non-compliant sites that will include:

- Name of the owner/operator
- Location of construction project
- Description of violation
- Required schedule for returning to compliance
- Description of enforcement response used, including escalated responses if repeat violations occur
- Accompanying documentation of enforcement responses (notices of non-compliance, notices of violations, etc.)

Evaluation Criteria: The City will report the total number of non-compliant construction sites reported to ADEM during the reporting period.

9.3.4 *Responsible Party*

The City of Southside Mayor's office and Building Department are responsible for implementing and tracking the construction site storm water provisions of the ordinance as well as other Construction Site Storm Water Runoff strategies.

9.4 Post-Construction Storm Water Management in New Development and Redevelopment

9.4.1 *Rationale Statement*

Post-construction runoff can significantly impact a water body by increasing the type and quantity of pollutants in storm water runoff and by increasing the volume of water delivered to the water body during storms. As runoff flows over areas altered by development, it collects sediment and chemicals such as oil, grease, pesticides, heavy metals, and nutrients. Instead of infiltrating, water is collected from surfaces such as asphalt and concrete and routed to drainage systems where large volumes of runoff are delivered to the nearest receiving water. Both impacts can be mitigated by proper post-construction planning.



9.4.2 Target Audiences

The primary target audiences within the City are:

- **Developers, Contractors, and Homebuilders**
 - Responsible for development and construction activities that can impact post-construction storm water management.
- **Engineers**
 - Responsible for designing post-construction storm water management plans

9.4.3 Outreach Strategies

The City plans to implement the following activities as part of their Post-Construction Storm Water Management Program during each reporting period. To evaluate the success of the program and aid in preparing the required Annual Report, evaluation criteria have been established for each strategy.

A table identifying each Post-Construction Storm Water Management strategy planned for each reporting period is provided in **Appendix I-2**. This table may aide in completion of the annual report.

Activity 1. Reducing Post-Construction Runoff Volume

Ordinance No. O-10-2012, Section VI provides for post-construction storm water management measures to reduce runoff volume. Specifically, all sites are required to have at least 10% vegetated area, and re-vegetated areas are required to have a minimum 75% survival of the cover crop for one year.

Ordinance No. O-10-2012, Section V and VI for post-construction storm water management measures to reduce runoff volume. Designs should control the peak flow rates of storm water discharge associated with storms and reduce the generation of post construction storm water runoff to preconstruction levels. Specifically, all sites are required to have at least 10% vegetated area, and re-vegetated areas are required to have a minimum 75% survival of the cover crop for one year. Design should be intended to maintain or restore quality and volume of storm water runoff to pre-development levels.

The ordinance is included in **Appendix I-3** and can be downloaded from the City Webpage at the link provided below:

<http://www.cityofsouthside.com/Default.asp?ID=278&pg=Storm+Water+Management+Ordinance>

The ordinance will be evaluated each reporting period. If changes are warranted, a new or revised ordinance will be approved and implemented.

Evaluation Criteria: The ordinance will be evaluated on its effectiveness in reducing runoff from new development or redevelopment. The City will report the number of



submitted plans that include measures to reduce runoff volume. The City will report how many submitted plans meet or exceed the 10% green area rule, the number of enforcement actions taken, and an assessment of whether 75% survival of cover crops is achieved at construction sites across the City during the reporting period. The evaluation may also examine which control measures are typically utilized and if additional examples should be added to the ordinance.

Activity 2.**Reducing Pollutants from Development**

Ordinance No. O-10-2012 requires that storm water runoff be controlled to prevent pollution of local waters and provides a list of possible control measures.

Ordinance No. O-10-2012, Section VII requires that storm water runoff be controlled to prevent pollution of local waters and provides a list of possible control measures. Section V states that designs should *"seek to utilize pervious areas for storm water treatment and to infiltrate storm water runoff from driveways, sidewalks, rooftops, parking lots, and landscaped areas to the maximum extent practical to provide treatment for both water quality and quantity"*.

The ordinance will be evaluated each reporting period. If changes are warranted, a new or revised ordinance will be approved and implemented.

Evaluation Criteria: The ordinance will be evaluated on its effectiveness in reducing runoff from new development or redevelopment. The evaluation may also examine which control measures are typically utilized and if examples of appropriate control measures should be added to the ordinance. The City will report the number of developments where treatment of storm water runoff is required and the criteria for requiring treatment of storm water runoff.

Activity 3.**Long-Term Maintenance of Storm Water Controls**

Ordinance No. O-10-2012 requires long-term maintenance of storm water control structures and provides for the City to require inspection, funding, and planning for permanent storm water management structures. The ordinance also requires that the design and planning of all storm water management facilities include detailed maintenance and repair procedures.

Ordinance No. O-10-2012, Section V and VI requires long-term maintenance of storm water control structures and provides for the City to require inspection, funding, and planning for permanent storm water management structures. The design and planning of all storm water management facilities should include detailed maintenance and repair procedures. The plans should identify the parts or components that need to be maintained and the necessary equipment. This Section also requires the owner of the property must execute an inspection and maintenance agreement that shall operate as a



deed restriction binding on the current property owner and all subsequent property owners.

The ordinance will be evaluated each reporting period. If changes are warranted, a new or revised ordinance will be approved and implemented.

Evaluation Criteria: The ordinance will be evaluated on its effectiveness in addressing long-term maintenance of storm water controls. The City will report the number of submitted plans that include detailed maintenance procedures, the number of maintenance agreements reviewed, the number of maintenance provisions approved or denied, and the number of enforcement actions taken.

Activity 4. Evaluate Obstacles to Low Impact/Green Development

The City will review and evaluate policies and ordinances related to building codes, or other local regulations, with a goal of identifying regulatory and policy impediments to the installation of green infrastructure and low-impact development techniques.

Evaluation Criteria: The City will report if obstacles are identified and provide a brief summary on how the conflicts will be resolved.

Activity 5. Plan Review

The City will review Sediment and Erosion Control Plans and Storm Water Management Plans for all new construction, prior to the approval or denial of a land disturbance permit application. If changes to post-construction controls are required, the City requires the plans to be resubmitted and the changes approved. The plans must provide a means of documenting that post-construction storm water measures meet the criteria of Ordinance No. O-10-2012. Ordinance No. O-10-2012 provides the plan review process and requirements.

Plan review will ensure proposed projects adequately address the City's erosion, sediment, and pollution control requirements. Plan review will also take into consideration what potential impacts to water quality the project may have.

Evaluation Criteria: The City will report the total number of plans reviewed, the number of plans approved or rejected during the reporting period, and the number of post-construction designs approved or rejected.

Activity 6. Construction Site Inspection Program

Designated City personnel will perform post-construction inspections for all post-construction controls within written notice that stabilization is complete to confirm post-construction storm water measures/structures have been installed according to the submitted plan. At a minimum an inspection will be conducted annually for each site to confirm post-construction BMPs are functioning as designed.



The City will maintain inspection documentation for review upon request. Records will include at a minimum:

- Facility type
- Inspection date
- Name and signature of inspector
- Location of construction project
- Owner/operator information (name, address, phone number, email)
- Description of storm water BMP condition
- Photographic documentation of storm water BMP components (at the discretion of the Permittee)

The City will evaluate the effectiveness of the construction site inspection program during each reporting period.

Evaluation Criteria: The City will report the number of inspections completed and the number of projects that were completed as per the submitted plans, the number of projects that were not constructed in accordance to the plans, and the resolution of those projects that were not. The City will also provide a summary of at least one inspection conducted during the reporting period that resulted in enforcement actions.

Activity 7.

Post-construction Structural Controls Inventory

The City will compile an inventory of post-construction structural controls including those owned by the City. The list will be updated annually.

Evaluation Criteria: The City will a table of the post-construction structural controls with the owner/operator. The City will identify the newly added controls during the reporting period.

9.4.4 Responsible Party

The City of Southside Mayor's office and Building Department are responsible for implementing the provisions of the ordinance pertaining to post construction storm water management as well as other Post - Construction Site Storm Water Runoff strategies.

9.5 Pollution Prevention and Good Housekeeping for Municipal Operations

9.5.1 Rationale Statement

The City of Southside will develop and utilize BMPs designed to minimize pollution related to municipal operations and maintenance. These BMPs are intended to address storm water pollution from nutrients, sediments, petroleum products, and other common pollutants.



9.5.2 *Target Audiences*

The primary target audiences within the City are:

- **Municipal Employees**

- Primarily responsible for identifying and reporting illicit discharges
- Potential contributors to storm water impacts through municipal operations

9.5.3 *Outreach Strategies*

The City will implement the following activities as part of their Pollution Prevention and Good Housekeeping for Municipal Operations Program during each reporting period. To evaluate the success of the program and aid in preparing the required Annual Report, evaluation criteria have been established for each strategy.

A table identifying each Pollution Prevention and Good Housekeeping for Municipal Operations strategy planned for each reporting period is provided in **Appendix I-2**. This table may aide in completion of the annual report.

Activity 1. Municipal Facilities

The City has 3 municipal facilities that have the potential to discharge pollutants through storm water runoff. A list of facilities and addresses are provided in **Appendix I-2**. Standard Operating Procedures (SOP) will be established detailing good housekeeping practices to be employed at each facility, where appropriate. SOPs will be developed by **May 31, 2017** and provided in the 2016-2017 Annual Report.

The City will inspect each facility for good housekeeping practices on a quarterly basis. A checklist will be established by **May 31, 2017** (and provided in the 2016-2017 Annual Report) to be used during inspections and to track noted deficiencies.

Evaluation Criteria: The City will provide a list of municipal facilities, the number of inspections performed at each facility, and the number of noted deficiencies. This information will help measure the municipal workers awareness of storm water issues.

Activity 2. Employee Training

The City will develop and implement a training program for municipal employees that focus on pollution prevention, good housekeeping measures, identification of potential illicit discharges, and other potential threats to storm water quality. Training materials will focus on vehicle maintenance and identification and reporting of potential illicit discharges.

A training session will be conducted each reporting period.

Evaluation Criteria: The City will provide details on the training topics presented to municipal workers during the reporting period. The City will keep attendance records and



report the number of municipal workers trained during the reporting period. This information will help measure the municipal workers awareness of storm water issues.

Activity 3. Vehicle Maintenance Program

The City of Southside owns and operates a variety of vehicles and equipment used in municipal operations and maintenance. These vehicles include passenger cars, trucks, vans, and equipment. The City will continue to conduct routine maintenance of owned vehicles and will inspect vehicles for the presence of fluid leaks during routine maintenance using the vehicle inspection log. The City will promptly repair vehicles determined to have leaks. The City will log all repairs with an inspection checklist.

Evaluation Criteria: The City will provide a completed inspection log for at least one vehicle used during the reporting period. The City will report the frequency of inspections and the number of vehicle or equipment leaks identified during the reporting period as a result of the inspection program. This information will help measure the effectiveness of the vehicle inspection and maintenance program.

Activity 4. Vehicle Wash Area

Vehicle washing will be performed only in designated areas. Each location will be reviewed, inspected, and modified as needed throughout the year. During the annual BMP training, the City will notify all employees of the locations of the designated wash areas.

The City will prohibit the use of phosphate-containing soaps for vehicle washing (unless washing takes place at an NPDES-permitted facility).

Evaluation Criteria: The City will report the number of designated municipal vehicle washing areas. The City will also keep attendance records and report the number of municipal workers trained during the reporting period. This information will help measure the municipal workers awareness of storm water issues.

Activity 5. Pesticide Application

Pesticide application in City Right of Ways is performed by an outside contractor. Prior to entering into or renewing any additional contracts the City will require the contractor to provide all necessary certifications and licensing during the bid process.

The City does not have a Mosquito Control Program. However, should the City begin spraying for mosquitoes, the City will obtain an NPDES permit from ADEM for application practices if application thresholds are met. The City will follow ADEM regulations regarding mosquito pesticide application.

To reduce potential impact to waterways, the City will review all areas where pesticides are to be used. Areas where pesticides are determined to post a threat to water quality



should be noted on the storm water map and identified in the annual report.

The City will comply with pesticide application and disposal regulations.

Evaluation Criteria: The City will maintain a copy of the current certification. The City will report the number of areas where it was determined pesticides impacted waterways during the reporting period, if any, and how the impact was resolved. A Storm Water System Map showing the location of these areas will be provided in the Annual Report. This information will help measure the effectiveness of the City's review.

Activity 6.

Litter Ordinance

Ordinance No. 006-2008 states, *"An accumulation or storage of debris, refuse, rubbish, brush used building materials, parts of buildings, remains from building demolition, parts of untenable or uninhabitable structures, used machinery, used tires, used vehicles, parts of vehicles, abandoned vehicles, or any other materials which may provide a breeding place for mosquitos, harmful insects, rodents or snakes, or is so unsightly as to be offensive of the surrounding area is a nuisance in violation of this ordinance."*

The ordinance is included in **Appendix I-3**.

Evaluation Criteria: The City will report the number of enforcements during the reporting period. This information will help measure the effectiveness of the ordinance.

Activity 7.

Litter, Floatables, and Debris – Large Item Pickup

The City performs brush pickup throughout the year on an as needed basis. Citizens can request a work order from the City for pickup and disposal of large items. The City will continue to implement a large item program.

Evaluation Criteria: The City will describe how roads are prioritized. The City will also report the number of scheduled pickups and pounds of debris collected from pickups during the reporting period. This information will help measure the effectiveness of the brush and leaf pickup program.

Activity 8.

Litter, Floatables, and Debris – Recycling Program

The City manages a recycling program for aluminum cans and scrap metal. Aluminum cans are collected from the break room in the City Hall. The City collects metal to recycle from City projects.

Evaluation Criteria: The City will report the amount of materials (in total tons) collected. This information will help measure the public awareness of the events and degree of public participation.



9.5.4 *Responsible Party*

The City of Southside Mayor's office and Building Department are responsible for implementing and tracking Pollution Prevention and Good Housekeeping strategies within municipal operations.

9.6 **Agency Certification**

I certify under penalty of law that this document and all attachments pertaining to the City of Southside 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 or imprisonment for knowing violations.

Wally Burns, Mayor
City of Southside, Alabama

Date



10.0 Etowah County

Unincorporated portions of Etowah County within the *Gadsden, Alabama Urbanized Area* encompass approximately 16.5% of the Urbanized Area and account for approximately 4.5% of the population. Although only a relatively small portion of unincorporated Etowah County lies within the MS4 boundary, the majority of Etowah County lies within the Coosa River watershed. The information, resources, minimum control measures, and best management practices developed for the MS4 Storm Water Management Program can be applied to any area within the County and therefore ultimately benefit water quality of the Coosa River. A map depicting the Etowah County's urbanized area and county limits is located in **Appendix J-1, Figure 1**.

The following sections detail the rationale statement, targeted audiences, planned activities, evaluation criteria, and the responsible party regarding the referenced control measure.

10.1 Public Education and Public Involvement on Storm Water Impacts

10.1.1 *Rationale Statement*

The County's goal is to have a comprehensive and effective public education and public involvement program, the intent of which is to:

1. Generate awareness of storm water pollution prevention by educating people about the storm water system and its relationship to the health of local waterways;
2. Modify behavior patterns through education and encouragement of active participation in water pollution prevention;
3. Educate the public of steps they can take to reduce pollutants in storm water runoff; and
4. Involve the general public by providing activities and opportunities for public participation in the storm water management program.

10.1.2 *Target Audiences*

The primary target audiences within the County are as follows:

- **General Public** (homeowners and citizens)
 - Potential contributors of storm water pollution through litter, yard waste, vehicle washing, illicit discharges on and off impervious surfaces, and the application of pesticides, herbicides, and fertilizers.
- **Local Businesses**
 - Potential contributors of storm water pollution through illicit discharges, litter, waste handling procedures.



- **Landscape Companies**

- Potential contributors of storm water pollution through the application of pesticides, herbicides, and fertilizers and illicit discharges on impervious surfaces.

- **Engineers, Developers, and Contractors**

- Potential contributors of storm water pollution through off-site sedimentation from development and construction.

10.1.3 *Planned Activities*

The County plans to implement the following activities as part of their Public Education and Public Involvement Program during each reporting period. To evaluate the success of the program and aid in preparing the required Annual Report, evaluation criteria have been established for each strategy.

A table identifying Public Education and Public Involvement strategies planned for each reporting period is provided in **Appendix J-2**. This table may aide in completion of the annual report.

Activity 1. Maintain the Storm Water Webpage

The County provides information on the County's MS4 Program and permit on the Engineering Department webpage and Storm Water Management webpage within the County's website. The County will maintain this webpage and provide additional educational materials each reporting period. Participation will be tracked through the number of "hits" on the webpage. The webpage will continue to be updated periodically to:

- Include general information on the MS4 permit and SWMPP;
- Discuss the storm water cycle and how common contaminants enter the storm water system;
- Provide educational materials about proper and improper use, storage, and disposal of common household chemicals;
- Provide educational materials on storm water impacts specifically related to litter, floatables, and debris
- Provide links to related storm water resources;
- Provide information on how to identify and report illicit discharges; and,
- Provide a calendar of upcoming community events related to storm water outreach.

The webpage can be viewed at the link provided below:

<http://etowahcounty.org/engineering/storm-water/>

Evaluation Criteria: The County will report what information was added to the webpage and the number of "hits" on the webpage. This information will indicate the number of people who view the webpage and the associated educational materials.

**Activity 2. Annual Report and SWMPP Availability**

The County will provide the SWMPP and the current Annual Report available for public viewing on the County's website.

The webpage can be viewed at the link provided below:

<http://etowahcounty.org/engineering/storm-water/>

Evaluation Criteria: The County will report number of "hits" on the webpage. This information will indicate the number of people who view the webpage and the associated SWMPP and Annual Report.

Activity 3. Partnerships in Educational and Public Involvement Events

The County will partner with Keep Etowah Beautiful, Clean Water Partnership of Alabama, and/or Alabama Power to distribute storm water educational material on storm water impacts specifically related to litter, floatables, and debris. The County will assist in promoting events such as *Renew Our Rivers*, *Message in a Bottle*, and/or community cleanup days. The events will be advertised and promoted by the County. Event details may be posted at the Engineering Department. Promotion methods may include co-sponsoring radio, television, and/or print advertisement with co-permittees and other stakeholders. County personnel will participate in the events.

Evaluation Criteria: The County will report number of participants who received educational materials during the events and the ways in which the County promoted and/or advertised the events. The County will report the number of County employees/representatives that participated in the event. This information will indicate the number of people who received educational materials and will help measure the public awareness of the events and degree of public participation.

Activity 4. Promote Water Quality Awareness Week

The County will promote the annual *Water Quality Awareness Week* through County resources including co-sponsoring radio, television, and print advertisement with co-permittees and other stakeholders.

Evaluation Criteria: The County will report activities associated with this event and the ways in which the County promoted *Water Quality Awareness Week*. This information will help measure the public awareness of the event and degree of public and County participation.

Activity 5. Promote and Participate in the Etowah County Water Festival

The *Etowah County Water Festival* is an annual event for fourth grade students from public schools in Etowah County, Alabama. The festival provides hands-on activities that teach students the importance of surface and groundwater, its role in the environment and its effect on human, animal and plant life. The County will promote and participate in



the annual *Etowah County Water Festival* through County resources. Promotion methods may include co-sponsoring radio, television, and/or print advertisement with co-permittees and other stakeholders. County personnel will participate in the festival.

Evaluation Criteria: The County will report number of County volunteers at the event and the ways in which the County promoted and/or advertised the event. This information will indicate the County's participation and will help measure the public awareness of the event and degree of public and County participation.

Activity 6. Partner with Natural Resource Conservation Service (NRCS)

The County will partner with the Etowah County NRCS to educate and assist agricultural land users within the county on how agricultural runoff contributes to organic enrichment and excess nutrient loading in Lake Neely Henry. The NRCS also provides information on available Environmental Quality Incentives Programs and Best Management Practices for reducing nutrient and sediment runoff.

NRCS has educational materials available in their office. The County refers citizens to the NRCS for additional information.

Evaluation Criteria: The County will report number of people referred to the NRCS and the number of educational materials distributed by the NRCS. This information will indicate the number of people who received educational materials.

Activity 7. Gadsden-Etowah MS4 Steering Committee Meetings

The County will coordinate and/or participate in quarterly meetings of the Storm Water Steering Committee for entity updates, networking, and coordination of activities and BMP strategies.

Evaluation Criteria: The County will provide meeting agendas and attendance records during the reporting period. The County will report who attended each meeting. This information will indicate the participation of the steering committee and their interest in networking and coordination of activities.

Activity 8. Provide Information on Construction Site Storm Water Impacts

The County will provide pre-printed information on how construction site runoff can impact storm water quality to individuals requesting plan review and building/development permits.

Evaluation Criteria: The County will report the number of permits issued during the reporting period. This information will indicate the number of people who received educational materials.

**Activity 9. Public Reporting and Tracking System**

The County provides a contact number on the County's Storm Water Management webpage for the public to provide input on the development, revision, and implementation of the SWMPP. Additionally the public can report non-compliant construction sites, illicit discharges (including spills or illegal dumping), impaired waterways, and violations of ordinances relating to storm water pollution. The public may contact the County's Engineering Department to make reports or use the electronic form on the website. The County utilizes a form to track the reports and follow-up with investigations where necessary.

Records of public reports, comment, or complaints will include:

- Date, time, and description of the report
- Location of subject construction sites
- Identification of any actions taken (inspections, enforcement, corrections, etc) that are sufficient to cross-reference inspection and enforcement records

The County will continue to publicize the reporting number on the County's website and track received complaints and the County's responses to the received complaints. The County will evaluate the current public reporting and tracking methods.

Evaluation Criteria: The County will report the total number of complaints received, the number of complaints addressed, and the number of complaints resolved during the reporting period. The County will also report whether or not the received reports contain the required information to find and address the suspected problem. The County will provide a summary of at least one complaint received during the reporting period. This information will help evaluate the effectiveness of the tracking and reporting system, as well as the public awareness and concern of storm water issues.

Activity 10. No Dumping Signs

The County has placed "No Dumping" signs in problem areas throughout the County. The County will maintain these signs and place additional signs if necessary.

Evaluation Criteria: The County will report the amount of materials (in total tons) collected in these areas. This information will help measure the effectiveness of the signs in reducing the amount of materials dumped in problem areas.

10.1.4 Responsible Party

The Etowah County Engineering Department is responsible for overseeing, developing, and coordinating the Public Education and Public Involvement efforts.



10.2 Illicit Discharge Detection and Elimination

10.2.1 *Rationale Statement*

Etowah County Illicit Discharge Detection and Elimination (IDDE) program is designed to locate, identify, and correct illicit discharges to the MS4. Program emphasis will be placed on identifying and correcting pollutant discharges which could influence compliance with the Neely Henry Lake TMDLs and the Gadsden-Etowah monitoring program.

10.2.2 *Target Audiences*

The primary target audiences within the County for the IDDE program are:

- **County Employees**
 - Primarily responsible for identifying and reporting illicit discharges
- **General Public** (homeowners and citizens)
 - Potential contributors of illicit discharges from activities such as dumping paint, motor oil, or other chemicals into a storm drain.
- **Local Businesses**
 - Potential contributors of illicit discharges through inadequate management practices and/or unpermitted facilities

10.2.3 *Outreach Strategies*

The County developed an IDDE Program in March 2014, a copy of which is provided in **Appendix C**. The County will continue to review and modify the program as necessary.

The County plans to implement the activities described in their IDDE Program during each reporting period. The IDDE Program has been simplified for the purposes of this section of the SWMPP to describe required activities. To evaluate the success of the program and aid in preparing the required Annual Report, evaluation criteria have been established for each strategy.

A map depicting all known outfalls, waters of the State that receive discharges from these outfalls, and structural BMPs owned, operated or maintained by the County is located in **Appendix J-1, Figure 2**. A table that provides latitude/longitude as well as other details of each known outfall is provided in **Appendix J-2**.

A table identifying each Illicit Discharge Detection and Elimination activity planned for each reporting period is provided in **Appendix J-2**. This table may aide in completion of the annual report.

Identifying Priority Areas

The County has delineated three drainage basins within the urbanized area.

**Activity 1. Identify Priority Areas**

The County will identify which drainage basins are considered Priority Areas for each reporting period using the illicit discharge potential (IDP) calculation procedures detailed in Section 3 of the IDDE Program. The County will maintain records of the IDP calculations for each drainage basin.

Evaluation Criteria: The County will report the total IDP score for each drainage basin and will provide an updated map showing the identified Priority Areas. The County will report drainage basins that are newly listed or de-listed from the previous reporting year's calculations.

Field Assessment Activities

Based on Section 4 of the IDDE Program, the County will walk approximately 20% of their total stream length within the regulated MS4 each reporting period. Based on the stream lengths obtained from the national hydrography dataset, the County has 35.16 miles of total stream length (inventory) to walk. The stream-walking programs will target Priority Areas first. The anticipated date of completion for the initial mapping is **March 31, 2019**.

The County has identified 47 outfalls within the MS4 Boundary.

Activity 2. Outfall Identification

The County has implemented a stream-walking program designed to identify previously unknown outfalls to the MS4 as well as verify and re-evaluate known outfalls. The County plans to complete an average of four to five miles of stream inventory each reporting period. The implementation process is detailed in Section 4 of the IDDE Program.

Evaluation Criteria: The County will maintain records of field observations. The County will report the number of outfalls identified and the stream length walked during the reporting period. The County will provide updated tables and maps that include the outfalls identified by the stream-walking program.

Activity 3. Probable Outfall Verification

Probable outfalls may be identified during field and/or mapping activities, during review of proposed development plans, or through illicit discharge reports. When a probable outfall is identified, it will be added to the Storm Sewer System Map and labeled as unverified.

The County will verify probable outfalls through field observation within 18 months of their addition to the Storm Sewer System Map. The implementation process is detailed in Section 4 of the IDDE Program.

Evaluation Criteria: The County will report the number of probable outfalls that were identified and the number of outfalls that were verified during the reporting period. The



County will provide updated tables and maps that include the verified outfalls, as well as probable outfalls that are planned to be verified in the following reporting period. The County will maintain records of field observations.

Activity 4.**Outfall Reconnaissance Inventory (ORI) Dry Weather**

As required by the permit, 15% of all known outfalls will be inspected during each reporting period and all outfalls will be inspected in the 5 year permit cycle. Additionally, the County or subcontracted crews will conduct dry weather monitoring of major outfalls in Priority Areas annually during each reporting period. The implementation process is detailed in Section 7 of the IDDE Program. Dry weather monitoring activities may be combined with outfall verification as described in Activity 3.

Evaluation Criteria: The County will maintain records of field observations. The County will report the number of outfalls inspected during the reporting period. The County will also provide a summary of the results of outfall reconnaissance inventory activities conducted during the reporting period that will include a list of outfalls observed during each reporting period.

Activity 5.**Suspect Discharge Sampling**

If a dry weather flow has a severity index of 3 on one or more indicators in Section 4 of the Outfall Reconnaissance Inventory Field Sheet, or if field screening indicates a suspect discharge, field crews will collect samples for further analysis. The implementation process is detailed in Section 7 of the IDDE Program.

Evaluation Criteria: The County will report the number of identified dry weather flows, suspect discharges, and samples collected during the reporting period. The County will report the analysis results for the collected samples. The County will report if the suspect discharge was confirmed to be an illicit discharge and, if known, the type of illicit discharge.

IDDE Investigation**Activity 6.****Outfall Ranking**

During field activities, data from each Outfall Reconnaissance Inventory Field Sheet will be analyzed to characterize the observed outfall as having obvious, suspect, possible, or unlikely discharge potential. This characterization will prioritize the outfall investigation during field activities as well as reported discharges. The implementation process is detailed in Section 7 of the IDDE Program.

Evaluation Criteria: The County will report the ranking of each outfall inspected during the reporting period. The County will report the number of outfalls that required further investigation.

**Activity 7. Discharge Investigation**

Illicit discharge investigations will be performed to determine the source of a discharge problem and the responsible party. When the source is not known for an obvious illicit discharges, an investigation will be performed to determine the source within 10 days. When a suspect illicit discharges, an investigation will be performed to determine the source within 30 days. Potential illicit discharges will be investigated within 60 days. Within 10 days of the identification of the source of a discharge and responsible party, the discharge shall be eliminated. Where this is not possible, the discharge shall be minimized until it can be eliminated. The implementation process is detailed in Section 7, 8, and 9 of the IDDE Program.

Evaluation Criteria: The County will report the number of illicit discharge investigations performed during the reporting period. The County will also report the number of confirmed illicit discharges, if a source was determined, and if the discharge was eliminated.

Corrective Action Record Keeping**Activity 8. Corrective Action Record Keeping**

When a suspect illicit discharge or illicit connection is identified, a case log detailing pertinent information will be created. Throughout the corrective action process, all information related to the resolution of the illicit discharge will be documented in the case log.

Evaluation Criteria: The County will maintain records of the correction actions. The County will report the number of confirmed illicit discharges and the number of illicit discharges corrected or eliminated during the reporting period. The County will also report the number of confirmed illicit discharges where corrective action is pending.

Storm Water System Mapping

As stated in Section 4.2, the County has created a Storm Water System map depicting all known outfalls, waters of the State that receive discharges from these outfalls, and structural BMPs owned, operated or maintained by the County. A copy of the map is located in **Appendix J-1, Figure 2**. A table that provides latitude/longitude as well as other details of each known outfall is provided in **Appendix J-2**.

Activity 9. Update Storm Water System Map – Existing Features

The County will update the Map as new outfalls are located and new structural BMPs are identified or added to the MS4. The implementation process is further discussed in Section 5 of the IDDE Program.

Evaluation Criteria: The County will provide an updated Storm Water System Map showing the features added during the reporting period.

**Activity 10. Update Storm Water System Map – Future Additions**

Proposed additions within the County, including new storm sewer and drainage conveyances, will be mapped based on the civil plans provided to the County by developers. Outfalls from proposed development will be verified after construction is complete, as part of Activity 3. The implementation process is further discussed in Section 5 of the IDDE Program.

Evaluation Criteria: The County will report the number of civil plans provided to the County and the number of verified new features or outfalls during the reporting period. The County will provide an updated Storm Water System Map showing the features added during the reporting period.

Illicit Discharge Ordinance**Activity 11. Evaluate IDDE Ordinance**

In Etowah County, *Home Rule* is limited by the State constitution. Counties have no general grant of power in the State Constitution and must go to the Alabama Legislature for authority to engage in any activity not currently authorized by the State Constitution. Authority may be granted through constitutional amendments or by an act of the legislature known as "local legislation." Etowah County currently does not have the authority to enact an illicit discharge ordinance, and would require action from the Alabama Legislature to gain that ability.

The County will report any identified illicit discharges, connections, or dumping activities to the ADEM Water Division for enforcement actions.

Evaluation Criteria: The County will report the number of complaints received, number of illicit discharges identified during the reporting period. The County will also report the number of identified illicit discharges, connections, or dumping activities referred to the ADEM Water Division for enforcement action.

IDDE Public Education**Activity 12. Distribute Storm Water Educational Material**

The County will provide educational materials highlighting identification and reporting of potential illicit discharges on the County's stormwater webpage and/or place educational materials at County owned locations such as the Engineering Department.

Evaluation Criteria: The County will report the number of hits to the webpage and/or the number of materials placed at the County owned locations and how often the materials were replaced during the reporting period. This information will indicate the number of people who received educational materials.

**Activity 13. Public Reporting and Tracking System**

The County provides a contact number on the County's Storm Water Management webpage for the public to report non-compliant construction sites, illicit discharges (including spills or illegal dumping), and impaired waterways. The public may contact the County's Engineering Department to make reports or use the electronic form on the website. The County utilizes a form to track the reports and follow-up with investigations where necessary.

Records of public complaints will include:

- Date, time, and description of the complaint
- Location of subject of the subject complaint
- Identification of any actions taken (inspections, referral to the ADEM, etc) that are sufficient to cross-reference inspection and enforcement records

The County will continue to publicize the reporting number on the County's website and track received complaints and the County's responses to the received complaints. The County will evaluate the current public reporting and tracking methods.

Evaluation Criteria: The County will track the total number of reports received, the number of complaints addressed, and the number of complaints resolved during the reporting period. The County will also report the number of complaints referred to the ADEM Water Division for enforcement action. The County will report whether or not the received reports contain the required information to find and address the suspected problem. The County will provide a summary of at least one complaint received during the reporting period. This information will help evaluate the effectiveness of the tracking and reporting system, as well as the public awareness and concern of storm water issues.

Activity 14. County Training

County workers will be trained in the identification of illicit discharges as well as the prevention of storm water pollution at County facilities or related to County activities. Specific County operations such as fueling, vehicle maintenance, vehicle washing, paint and paint waste storage and disposal, and used oil disposal may be addressed. The training session will be conducted annually during each reporting period.

County workers will be notified of the procedures for reporting suspected illicit discharges to the County Engineer and/or the County IDDE Program Manager, including the preferred method of contact (email) and the information to be included in the report (e.g., location, date, time, observations).

Evaluation Criteria: The County will provide details on the training topics presented to the County workers. The County will maintain attendance records and report the number



of County workers trained during the reporting period. This information will help evaluate the County workers awareness of illicit discharges and storm water issues.

Storm Water Monitoring

Activity 15. Storm Water Monitoring Locations

Storm water monitoring locations were identified in Table 2.1, Section 2.5 and are depicted on the County's Storm Water System Map. If additional monitoring locations are recommended as a result of the analysis of the monitoring data, the County will update the map with the revised or additional locations.

Evaluation Criteria: If additional locations are added, the County will provide an updated Storm Water System Map showing the features added during the reporting period.

Activity 16. Evaluation of Monitoring Data

In conjunction with the monitoring provisions of Section 2.2 of the SWMPP, the County will evaluate the collected monitoring data for indicators of potential illicit discharges within the County and to assess the effectiveness of the BMPs in achieving the reductions outlined in the 2008 TMDL.

Evaluation Criteria: The County will report which monitoring points appear to have relatively higher pollutant levels. The County will make recommendations to the Gadsden-Etowah MS4 Storm Water Steering Committee to add and/or modify monitoring points to better characterize discharges from the MS4.

NPDES Industrial Permitting

Activity 17. NPDES Industrial Permitting

As authorized by the Clean Water Act, the NPDES Permit program controls water pollution by regulating point sources that discharge pollutants into waters of the United States. Title 40, Part 122 of the Code of Federal Regulations (40CFR122) specifies that discharges associated with certain industrial activities must obtain an NPDES permit. The ADEM currently provides for individual and general NPDES permitting.

Information pertaining to permitted facilities will be obtained from available public sources such as MYWATERS Mapping, EPA ECHO Database, and/or ADEM E-file and incorporated into the Storm Water System Map. This information will be used in conjunction with the storm water system mapping and monitoring data to evaluate potential sources of storm water pollution and to identify unpermitted facilities.

Unpermitted facilities that require an NPDES permit will be reported to the Industrial Section of the ADEM in Montgomery, Alabama by phone and/or email. Etowah County continues to rely on the ADEM for industrial NPDES permitting and enforcement.



Evaluation Criteria: The County will provide the number of unpermitted facilities reported to ADEM during the reporting period, if any. This information will help measure the effectiveness of the reporting and identification of unpermitted facilities. .

10.2.4 *Responsible Party*

The Etowah County Engineering Department is responsible for overseeing, developing, and coordinating the IDDE program in the Etowah County regulated MS4 area.

10.3 Construction Site Storm Water Runoff

10.3.1 *Rationale Statement*

The County's construction site storm water runoff control program is primarily designed to address storm water pollution due to off-site sedimentation from qualifying construction sites to the maximum extent practicable.

10.3.2 *Target Audiences*

The primary target audiences within the County are:

- **Developers, Contractors, and Homebuilders**
 - Potential contributors of storm water pollution through development and construction activities.
- **Engineers**
 - Responsible for designing effective best management practices to minimize off-site sedimentation from construction activities.

10.3.3 *Outreach Strategies*

The County plans to implement the following activities as part of their Construction Site Storm Water Runoff Program during each reporting period. To evaluate the success of the program and aid in preparing the required Annual Report, evaluation criteria have been established for each strategy.

A table identifying each Construction Site Storm Water Runoff strategy planned for each reporting period is provided in **Appendix J-2**. This table may aide in completion of the annual report.

Activity 1. Erosion and Sediment Control Regulations

County's Subdivision Regulations, Article V, Section 5-4-4 (Road Construction Requirements) that requires the developer to provide appropriate erosion control in accordance with ADEM regulations and to provide a copy of the ADEM permit to the County. The regulations require the submittal of a Sediment and Erosion Control Plan and a Storm Water Management Plan to the County with the permit application.



The ordinance is included in **Appendix J-3** and can be downloaded from the County Webpage at

<http://etowahcounty.org/department/engineering/>

The County will evaluate the effectiveness of the County's Subdivision Regulations in addressing erosion and sediment control during each reporting period. If changes are warranted, revisions to the regulations will be approved and implemented.

Evaluation Criteria: The Subdivision Regulations will be evaluated on their effectiveness in addressing erosion and sediment control. The County will report the number of non-compliant construction sites identified by the County, the number of enforcement actions taken, the number of non-compliant sites reported to the ADEM, and whether the individuals or businesses responsible for identified non-compliant construction sites are repeat offenders.

Activity 2. Construction Site Inspection Program

Designated County personnel will inspect all qualifying construction sites within 60 days of initial disturbance, at periodic intervals during construction, and following stabilization. At a minimum an inspection will be conducted once a month for each priority construction site as defined by the ADEM based on the most recent 303(d) list. The Engineer's Office performs the necessary inspections and implement work orders for subsequent inspections and potential enforcement when sites are non-compliant.

The County will maintain inspection documentation for review upon request. Records will include at a minimum:

- Facility type
- Inspection date
- Name and signature of inspector
- Location of construction project
- Owner/operator information (name, address, phone number, email)
- Description of storm water BMP condition
- Photographic documentation of storm water BMP components (at the discretion of the Permittee)

The County will evaluate the effectiveness of the construction site inspection program during each reporting period.

Evaluation Criteria: The County will report the number of inspections completed, the number of non-compliant construction sites identified by the County, the number of enforcement actions taken, the number of non-compliant sites reported to the ADEM, and whether the individuals or business responsible for identified non-compliant construction sites are repeat offenders. The County will also provide a summary of at least



one inspection conducted during the reporting period that resulted in enforcement actions.

Activity 3. Sediment and Erosion Control Plan Review

Article IV, Section 4.2 (Construction Plan Requirements) of the Etowah County Subdivision Regulations requires the submittal of a Storm Drainage Plan to the County Engineer with submittal of a Major Subdivision Plat. Prior to approval or denial of a land disturbance permit application, the County will review the provided plans.

Plan review will ensure proposed projects adequately address the County's erosion, sediment, and pollution control requirements. Plan review will also take into consideration what potential impacts to water quality the project may have.

Evaluation Criteria: The County will report the total number of plans reviewed, the number of plans approved or denied during the reporting period, and number of plans that meet the requirements the Alabama Construction General Permit.

Activity 4. BMP Training Program

County personnel tasked with plan review and/or conducting BMP inspections will undergo annual training on proper design, installation, inspection, and maintenance of on-site control measures and on new technology and practices. All inspectors will complete initial storm water awareness training and attend annual refreshers. Currently the County has three trained employee, should additional plan reviewers or inspectors be needed, they will be trained accordingly.

Robert Nail (QCP#53963) is a Qualified Credential Professional (QCP). Mel Smith (QCI#39562) and Tyson Burwell (QCI#31730) were certified as a Qualified Credentialled Inspectors (QCI). QCI certification will be maintained through the approved annual refresher courses.

Evaluation Criteria: The County will provide a copy of the QCI certificates and records of awareness training received during the reporting period.

Activity 5. Public Reporting and Tracking System

The County provides a contact number on the County's Storm Water Management webpage for the public to report non-compliant construction sites, illicit discharges (including spills or illegal dumping), impaired waterways, and violations of ordinances relating to storm water pollution. The public may contact the County's Engineering Department to make reports or use the electronic form on the website. The County utilizes a form to track the reports and follow-up with investigations where necessary.

Records of public complaints will include:

- Date, time, and description of the complaint



- Location of subject construction sites
- Identification of any actions taken (inspections, enforcement, corrections, etc.) that are sufficient to cross-reference inspection and enforcement records

The County will continue to publicize the reporting number on the County's website and track received complaints and the County's responses to the received complaints. The County will evaluate the current public reporting and tracking methods.

Evaluation Criteria: The County will report the total number of reports received, the number of complaints addressed, and the number of complaints resolved during the reporting period. The County will also report whether or not the received reports contain the required information to find and address the suspected problem. The County will provide a summary of at least one complaint received during the reporting period. This information will help evaluate the effectiveness of the tracking and reporting system, as well as the public awareness and concern of storm water issues.

Activity 6. Enforcement of Non-Compliant Sites

The County is relying on ADEM to establish the standards for appropriate erosion and sediment controls for qualifying construction sites. The County will notify the ADEM of any construction sites where a possible violation of the Clean Water Act has occurred such as lack of NPDES permit or ineffective BMPs following an inspection by the County.

The County will rely on the ADEM for construction NPDES enforcement when a permit is required but has not been obtained or of situations where the properties have violations of ADEM standards. These non-compliant sites will be reported to the Construction Section of the Stormwater Management Division of ADEM in Birmingham, Alabama by phone and/or email.

Etowah County will rely on the ADEM for construction NPDES enforcement. The County will maintain records of non-compliant sites referred to ADEM. Records will include:

- Name of the owner/operator
- Location of construction project
- Description of violation
- Required schedule for returning to compliance
- Description of enforcement response used, including escalated responses if repeat violations occur
- Accompanying documentation of enforcement responses (notices of non-compliance, notices of violations, etc.)

Evaluation Criteria: The County will report the total number of non-compliant construction sites reported to ADEM during the reporting period.



10.3.4 *Responsible Party*

The Etowah County Engineering Department is responsible for implementing and tracking the construction site storm water provisions of the ordinance as well as other Construction Site Storm Water Runoff strategies.

10.4 Post-Construction Storm Water Management in New Development and Redevelopment

10.4.1 *Rationale Statement*

Post-construction runoff can significantly impact a water body by increasing the type and quantity of pollutants in storm water runoff and by increasing the volume of water delivered to the water body during storms. As runoff flows over areas altered by development, it collects sediment and chemicals such as oil, grease, pesticides, heavy metals, and nutrients. Instead of infiltrating, water is collected from surfaces such as asphalt and concrete and routed to drainage systems where large volumes of runoff are delivered to the nearest receiving water. Both impacts can be mitigated by proper post-construction planning.

10.4.2 *Target Audiences*

The primary target audiences within the County are:

- **Developers, Contractors, and Homebuilders**
 - Responsible for development and construction activities that can impact post-construction storm water management.
- **Engineers**
 - Responsible for designing post-construction storm water management plans

10.4.3 *Outreach Strategies*

The County plans to implement the following activities as part of their Post-Construction Storm Water Management Program during each reporting period. To evaluate the success of the program and aid in preparing the required Annual Report, evaluation criteria have been established for each strategy.

A table identifying each Post-Construction Storm Water Management strategy planned for each reporting period is provided in **Appendix J-2**. This table may aide in completion of the annual report.

Activity 1. Reducing Post-Construction Runoff Volume

Article IV Section 4.2 (Construction Plan Requirements) of the Etowah County Subdivision Regulations requires submittal of a Storm Drainage Plan with submittal of a Major Subdivision Plat. Sections 4-2(2)e-h require details of pre-and post-construction runoff, drainage structures, and compatibility with existing drainage to be provided with each submitted plan.



Etowah County Subdivision Regulations 5-1(4) Page 24 and 5-4-4 Page 30 requires developers to meet the rules and standards of ADEM and other appropriate State and Federal agencies.

The ordinance is included in **Appendix J-3** and can be downloaded from the County Webpage at

<http://etowahcounty.org/department/engineering/>

The County will evaluate the effectiveness of the County's Subdivision Regulations in addressing runoff volume during each reporting period. If changes are warranted, revisions to the regulations will be approved and implemented.

Evaluation Criteria: The subdivision regulations will be evaluated on their effectiveness in reducing runoff from new development or redevelopment. The County will report the number of submitted plans that include measures to reduce runoff volume. The evaluation may also examine which control measures are typically utilized and if additional examples should be added.

Activity 2. Reducing Pollutants from Development

Etowah County Subdivision Regulations 5-4-4(11) Page 33 specify storm drainage runoff requirements for developers.

The subdivision regulations will be evaluated each reporting period. If changes are warranted, a new or revised regulations will be approved and implemented.

Evaluation Criteria: The subdivision regulations will be evaluated on their effectiveness in reducing pollutants from new development or redevelopment. The evaluation may also examine which control measures are typically utilized and if examples of appropriate control measures should be added to the ordinance. The County will report the number of developments where treatment of storm water runoff is required and the criteria for requiring treatment of storm water runoff.

Activity 3. Long-Term Maintenance of Storm Water Controls

Etowah County Subdivision Regulations 5-4-4(11) Page 33 states, *"Parcels of land containing either a flood retention pond or sedimentation pond shall be retained by the developer or home owner's association with the maintenance of said ponds to be the responsibility to remain with either the developer or home owner's association."*

The subdivision regulations will be evaluated each reporting period. If changes are warranted, a new or revised ordinance will be approved and implemented.

Evaluation Criteria: The subdivision regulations will be evaluated on its effectiveness in addressing long-term maintenance of storm water controls. The County will report the number of submitted plans that include detailed maintenance procedures, the number of



maintenance agreements reviewed, the number of maintenance provisions approved or denied, and the number of enforcement actions taken.

Activity 4. Evaluate Obstacles to Low Impact/Green Development

The County will review and evaluate policies and existing regulations with a goal of identifying regulatory and policy impediments to the installation of green infrastructure and low-impact development techniques.

Evaluation Criteria: The County will report if obstacles are identified and provide a brief summary on how the conflicts will be resolved.

Activity 5. Plan Review

The County will review Sediment and Erosion Control Plans and Storm Water Management Plans for all new construction, prior to the approval or denial of a land disturbance permit application. If changes to post-construction controls are required, the County requires changes to the plans be resubmitted and approved. The plans must demonstrate and document that post-construction storm water measures have been installed per design specifications.

Plan review will ensure proposed projects adequately address the County's erosion, sediment, and pollution control requirements. Plan review will also take into consideration what potential impacts to water quality the project may have.

Evaluation Criteria: The County will report the total number of plans reviewed, the number of plans approved or denied during the reporting period, and the number of post-construction designs approved or rejected.

Activity 6. Construction Site Inspection Program

Designated County personnel will perform post-construction inspections for all post-construction controls within written notice that stabilization is complete to confirm BMPs have been installed according to the plan. At a minimum an inspection will be conducted annually for each site to confirm post-construction BMPs are functioning as designed.

The County will maintain inspection documentation for review upon request. Records will include at a minimum:

- Facility type
- Inspection date
- Name and signature of inspector
- Location of construction project
- Owner/operator information (name, address, phone number, email)
- Description of storm water BMP condition
- Photographic documentation of storm water BMP components (at the discretion of the Permittee)



The County will evaluate the effectiveness of the construction site inspection program during each reporting period.

Evaluation Criteria: The County will report the number of inspections completed and the number of projects that were completed as per the submitted plans, the number of projects that were not constructed in accordance to the plans, and the resolution of those projects that were not. The County will also provide a summary of at least one inspection conducted during the reporting period that resulted in enforcement actions.

Activity 7. Post-construction Structural Controls Inventory

The County will compile an inventory of post-construction structural controls including those owned by the County. The list will be updated annually.

Evaluation Criteria: The County will a table of the post-construction structural controls with the owner/operator. The County will identify the newly added controls during the reporting period.

10.4.4 Responsible Party

The Etowah County Engineer's Office is responsible for implementing the provisions of the ordinance pertaining to post construction storm water management as well as other Post - Construction Site Storm Water Runoff strategies.

10.5 Pollution Prevention and Good Housekeeping for County Operations

10.5.1 Rationale Statement

Etowah County will develop and utilize BMPs designed to minimize pollution related to County operations and maintenance. These BMPs are intended to address storm water pollution from nutrients, sediments, petroleum products, and other common pollutants.

10.5.2 Target Audiences

The primary target audiences within the County are:

- **County Employees**

- Primarily responsible for identifying and reporting illicit discharges
- Potential contributors to storm water impacts through County operations

10.5.3 Outreach Strategies

The County will implement the following activities as part of their Pollution Prevention and Good Housekeeping for County Operations Program during each reporting period. To evaluate the success of



the program and aid in preparing the required Annual Report, evaluation criteria have been established for each strategy.

A table identifying each Pollution Prevention and Good Housekeeping for County Operations strategy planned for each reporting period is provided in **Appendix J-2**. This table may aide in completion of the annual report.

Activity 1. County Facilities

The County has 2 municipal facilities that have the potential to discharge pollutants through storm water runoff. A list of facilities and addresses are provided in **Appendix J-2**. Standard Operating Procedures (SOP) will be established detailing good housekeeping practices to be employed at each facility, where appropriate. SOPs will be developed by **May 31, 2017** and provided in the 2016-2017 Annual Report.

The County will inspect each facility for good housekeeping practices on a quarterly basis. A checklist will be established by **May 31, 2017** (and provided in the 2016-2017 Annual Report) to be used during inspections and to track noted deficiencies.

Evaluation Criteria: The County will provide a list of county facilities, the number of inspections performed at each facility, and the number of noted deficiencies. This information will help measure the county workers awareness of storm water issues.

Activity 2. Employee Training

The County will develop and implement a training program for county employees that focuses on pollution prevention, good housekeeping measures, identification of potential illicit discharges, and other potential threats to storm water quality. Training materials will focus on vehicle maintenance and identification and reporting of potential illicit discharges.

A training session will be conducted each reporting period.

Evaluation Criteria: The County will provide details on the training topics presented to county workers during the reporting period. The County will keep attendance records and report the number of county workers trained during the reporting period. This information will help measure the county workers awareness of storm water issues.

Activity 3. Vehicle Maintenance Program

Etowah County owns and operates a variety of vehicles and equipment used in county operations and maintenance. These vehicles include passenger cars, trucks, vans, and equipment. The County will continue to conduct routine maintenance of owned vehicles and will inspect vehicles for the presence of fluid leaks during routine maintenance using the vehicle inspection log. The County will promptly repair vehicles determined to have leaks. The County will log all repairs with an inspection checklist.



Evaluation Criteria: The County will provide a completed inspection log for at least one vehicle used during the reporting period. The County will report the frequency of inspections and the number of vehicle or equipment leaks identified during the reporting period as a result of the inspection program. This information will help measure the effectiveness of the vehicle inspection and maintenance program.

Activity 4.**Vehicle Wash Area**

Vehicle washing will be performed only in designated areas. Each location will be reviewed, inspected, and modified as needed throughout the year. During the annual BMP training, the County will notify all employees of the locations of the designated wash areas.

The County will prohibit the use of phosphate-containing soaps for vehicle washing (unless washing takes place at an NPDES-permitted facility).

Evaluation Criteria: The County will report the number of designated county vehicle washing areas. The County will also keep attendance records and report the number of county workers trained during the reporting period. This information will help measure the county workers awareness of storm water issues.

Activity 5.**Pesticide Application**

Pesticide application in County Right of Ways is performed by County personnel. The County will maintain all necessary certifications and licensing as well as training for personnel.

To reduce potential impact to waterways, the Public Works Department will review all areas where pesticides are to be used.

The County will comply with pesticide application and disposal regulations.

Evaluation Criteria: The County will maintain a copy of current applicator certifications. The County will report the number of areas where it was determined pesticides impacted waterways during the reporting period, if any, and how the impact was resolved. A Storm Water System Map showing the location of these areas will be provided in the Annual Report. This information will help measure the effectiveness of the County's review.

Activity 6.**Litter Ordinance**

The sheriff's office enforces the State littering code that can be downloaded from the County Website at

<http://alisondb.legislature.state.al.us/alison/codeofalabama/1975/coatoc.htm>



Evaluation Criteria: The County will report the number of enforcements during the reporting period. This information will help measure the effectiveness of the ordinance.

Activity 7. Recycling Oil and Metal Waste

The County manages a drop-off facility at the County Shop for used oil and filters related to County maintenance.

Evaluation Criteria: The County will report the amount of materials (in total gallons) collected from the drop-off location. This information will help measure the public awareness and degree of public participation.

Activity 8. Litter, Floatables, and Debris – Recycling Program

The County manages a recycling program for aluminum cans and scrap metal. Aluminum cans are collected from the break room in the maintenance shop. The County collects metal to recycle from County projects.

Evaluation Criteria: The County will report the amount of materials (in total tons) collected. This information will help measure the effectiveness of the program.

Activity 9. Litter, Floatables, and Debris – Free Garbage Disposal Days

The County retains Advanced Disposal to provide open-top containers at several locations throughout the county once a quarter for residents in unincorporated areas of the County to dispose of their garbage.

Evaluation Criteria: The County will report the amount of materials (in total tons) collected. This information will help measure the effectiveness of the program reducing the amount of garbage disposed of in unauthorized manners.

10.5.4 Responsible Party

The Etowah County Engineer's Office is responsible for implementing and tracking Pollution Prevention and Good Housekeeping strategies within County operations.

10.6 Agency Certification

I certify under penalty of law that this document and all attachments pertaining to Etowah County 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 or imprisonment for knowing violations.

A handwritten signature in black ink that reads "Jim Gravitt".

12/28/16

ty



Storm Water Management Program Plan (SWMPP)

Gadsden-Etowah MS4 Entities

Gadsden, Etowah County, Alabama

S&ME Project No. 4482-14-028

Responsible Official

Etowah County, Alabama

Date

Appendices

Appendix A –Figures

Appendix B – NPDES Permit

Appendix C – IDDE Program dated March 2014

Appendix D – City of Attalla

Appendix D-1 – City of Attalla Figures

Appendix D-2 – City of Attalla Tables

Appendix D-3 – City of Attalla Ordinances

Appendix D-4 – City of Attalla SOPs

Appendix E – City of Gadsden

Appendix E-1 – City of Gadsden Figures

Appendix E-2 – City of Gadsden Tables

Appendix E-3 – City of Gadsden Ordinances

Appendix E-4 – City of Gadsden Forms

Appendix F – City of Glencoe

Appendix F-1 – City of Glencoe Figures

Appendix F-2 – City of Glencoe Tables

Appendix F-3 – City of Glencoe Ordinances

Appendix G – City of Hokes Bluff

Appendix G-1 – City of Hokes Bluff Figures

Appendix G-2 – City of Hokes Bluff Tables

Appendix G-3 – City of Hokes Bluff Ordinances

Appendix H – City of Rainbow City

Appendix H-1 – City of Rainbow City Figures

Appendix H-2 – City of Rainbow City Tables

Appendix H-3 – City of Rainbow City Ordinances

Appendix H-4 – City of Rainbow City Forms

Appendix I – City of Southside

Appendix I-1 – City of Southside Figures

Appendix I-2 – City of Southside Tables

Appendix I-3 – City of Southside Ordinances

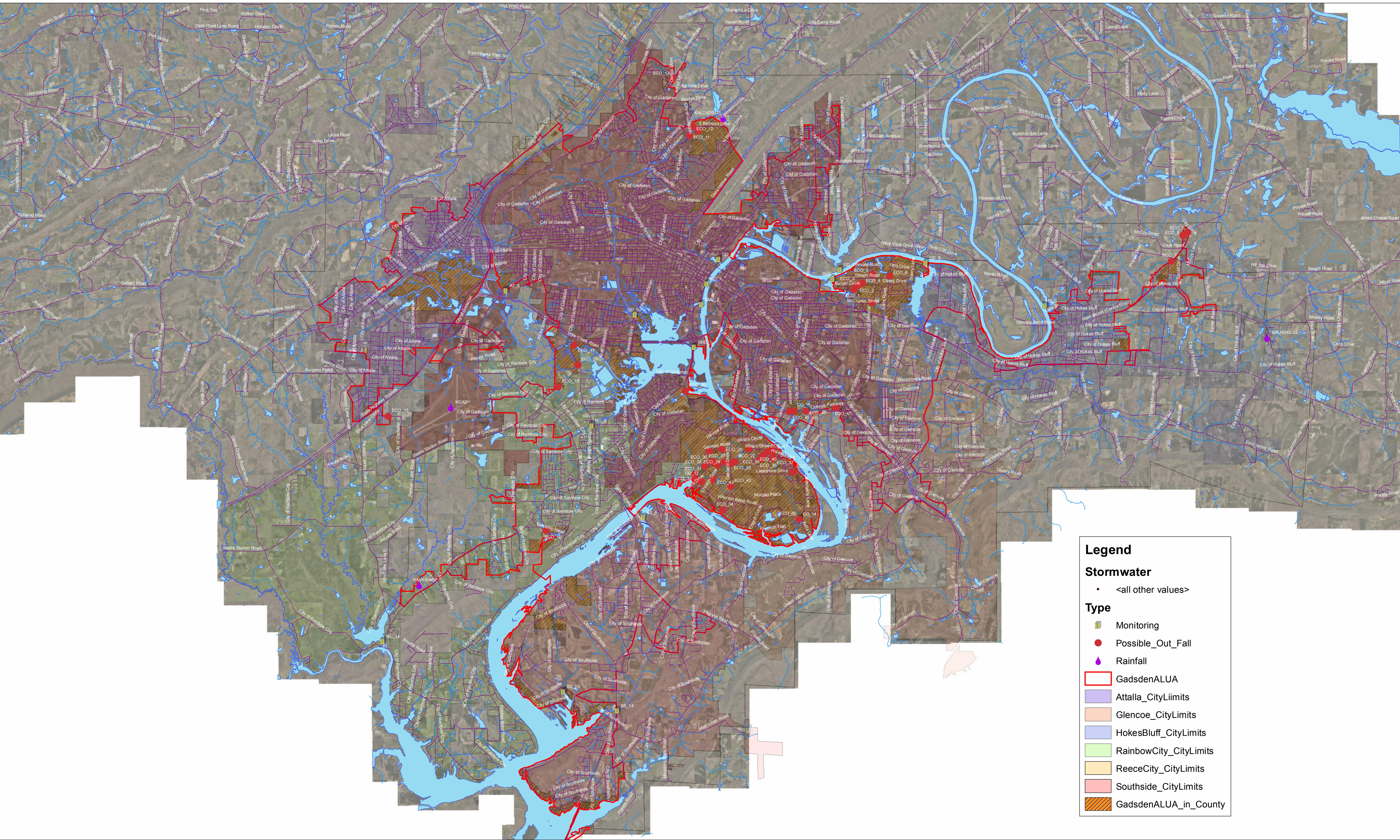
Appendix J – Etowah County

Appendix J-1 – Etowah County Figures

Appendix J-2 – Etowah County Tables

Appendix J-3 – Etowah County Ordinances

FIGURE 2



ETOWAH COUNTY CONTROL MEASURE 1 - PUBLIC EDUCATION AND OUTREACH See Section 10.1 of the SWMP						
ACTIVITY NO.	STRATEGIES	IMPLEMENTATION STATUS FOR REPORTING PERIOD	PROPOSED EFFORTS FOR NEXT REPORTING PERIOD	SUPPORTING DOCUMENTATION	COMMENTS	PROPOSED CHANGES
1	Storm Water Web Page: Update the Storm Water web page on the Etowah County website				http://etowahcounty.org/engineering/storm-water/	
2	Annual Report and SWMPP Availability: Provide the SWMPP and current Annual Report for public viewing on the County's website				http://etowahcounty.org/engineering/storm-water/	
3	Partnerships in Educational and Public Involvement Events: Partner with Keep Etowah Beautiful, Clean Water Partnership of Alabama, and Alabama Power to distribute educational material and promote events					
4	Water Quality Awareness Week: Promote an annual Water Quality Awareness Week through County resources					
5	Etowah County Water Festival: Annually promote and participate in an annual Etowah County Water Festival					
6	Partner with the Etowah County NRCS: Partner with NRCS to educate and assist agricultural land users within the county on how agricultural runoff contributes to organic enrichment and excess nutrient loading in Lake Neely Henry					
7	Gadsden - Etowah MS4 Steering Committee Meetings: Coordinate and/or participate in meetings as a Storm Water Steering Committee for entity updates, networking and coordination of activities and BMP strategies					

ETOWAH COUNTY						
CONTROL MEASURE 1 - PUBLIC EDUCATION AND OUTREACH						
See Section 10.1 of the SWMP						
ACTIVITY NO.	STRATEGIES	IMPLEMENTATION STATUS FOR REPORTING PERIOD	PROPOSED EFFORTS FOR NEXT REPORTING PERIOD	SUPPORTING DOCUMENTATION	COMMENTS	PROPOSED CHANGES
8	Educational Materials on Low Impact / Green Development: Provide educational materials on green infrastructure alternatives to individuals requesting building/development permits					
9	Public Reporting and Tracking System: Provide a contact number on the County's Storm Water Management webpage for the public to provide input on the development, revision, and implementation of the SWMPP					
10	No Dumping Signs: Maintain signs and place additional signs in problem areas as necessary					

ETOWAH COUNTY CONTROL MEASURE 2 - ILLICIT DISCHARGE DETECTION AND ELIMINATION See Section 10.2 of the SWMP						
ACTIVITY NO.	STRATEGIES	IMPLEMENTATION STATUS FOR REPORTING PERIOD	PROPOSED EFFORTS FOR NEXT REPORTING PERIOD	SUPPORTING DOCUMENTATION	COMMENTS	PROPOSED CHANGES
1	Identify Priority Areas: Re-evaluate the drainage basins and determine the Priority Areas for the reporting period					
2	Outfall Identification: Implement a stream-walking program to identify outfalls and map a portion of water bodies that receive discharge from the MS4					
3	Probable Outfall Verification: Add probable outfalls to the GIS database and label as unverified. Verify outfalls within 18 months					
4	Outfall Reconnaissance Inventory: Conduct dry weather monitoring of 15% of major outfalls in Priority Areas					
4a	Outfall Reconnaissance Inventory: Conduct dry weather monitoring of 15% of all outfalls in Priority Areas					
5	Suspect Discharge Sampling: Field crews will collect samples of suspected illicit discharges for laboratory analysis					
6	Outfall Ranking: Designate the inspected outfalls as having obvious, suspect, possible, or unlikely discharge potential based on data from each ORI Field Sheet					
7	Discharge Investigation: Illicit discharge investigations will be performed to determine the source of a discharge problem					
8	Corrective Action Record Keeping: Create a case log detailing pertinent information for each identified suspect illicit discharge or illicit connection					

ETOWAH COUNTY CONTROL MEASURE 2 - ILLICIT DISCHARGE DETECTION AND ELIMINATION See Section 10.2 of the SWMP						
ACTIVITY NO.	STRATEGIES	IMPLEMENTATION STATUS FOR REPORTING PERIOD	PROPOSED EFFORTS FOR NEXT REPORTING PERIOD	SUPPORTING DOCUMENTATION	COMMENTS	PROPOSED CHANGES
9	Update Storm Water System Map - Existing Features: Update the existing GIS map as storm drain features are identified					
10	Update Storm Water System Map - Future Additions: Proposed additions to the County MS4, including new storm sewer and drainage ditches, will be mapped based on the civil plans provided to the County					
11	Evaluate IDDE Ordinance: Etowah County currently does not have the authority to enact an illicit discharge ordinance, and would require action from the Alabama Legislature to gain that ability					
12	Distribute Storm Water Educational Material: Distribute educational materials to public highlighting identification and reporting of potential illicit discharges					
13	Public Reporting and Tracking: Evaluate the reporting and tracking system for illicit discharges (including spills or illegal dumping), impaired waterways, and violations of ordinances relating to storm water pollution					
14	Municipal Training: Train County personnel on the identification of illicit discharges and procedures for reporting illicit discharges within the County organization					
15	Storm Water Monitoring Locations: Update existing GIS map with storm water monitoring locations					
16	Evaluation of Monitoring Data: Evaluate the collected monitoring data and make recommendations to add and/or modify monitoring points					

ETOWAH COUNTY						
CONTROL MEASURE 2 - ILLICIT DISCHARGE DETECTION AND ELIMINATION						
See Section 10.2 of the SWMP						
ACTIVITY NO.	STRATEGIES	IMPLEMENTATION STATUS FOR REPORTING PERIOD	PROPOSED EFFORTS FOR NEXT REPORTING PERIOD	SUPPORTING DOCUMENTATION	COMMENTS	PROPOSED CHANGES
17	NPDES Industrial Permitting: Evaluate permitted and unpermitted facilities in the County MS4					

ETOWAH COUNTY CONTROL MEASURE 3 - CONSTRUCTION SITE STORM WATER RUNOFF <small>See Section 10.3 of the SWMP</small>						
ACTIVITY NO.	STRATEGIES	IMPLEMENTATION STATUS FOR REPORTING PERIOD	PROPOSED EFFORTS FOR NEXT REPORTING PERIOD	SUPPORTING DOCUMENTATION	COMMENTS	PROPOSED CHANGES
1	Erosion and Sediment Control Ordinance: County's Subdivision Regulations, Article V, Section 5-4-4 (Road Construction Requirements) regulates storm water management within the County Evaluate the effectiveness of the Ordinance each reporting period					
2	Construction Site Inspection Program: Conduct regular inspections of construction sites within the County					
2a	Construction Site Inspection Program: Evaluation of the effectiveness of the inspection program					
3	Sediment and Erosion Control Plan Review: Review Sediment and Erosion Control Plans and Storm Water Management Plans for all new construction					
3a	Sediment and Erosion Control Plan Review: Evaluate plan review program					
4	BMP Training Program: Conduct annual CBMP training for County inspectors and reviewers					
5	Public Reporting and Tracking: Evaluate the reporting and tracking methods for non-compliant construction sites, illicit discharges, impaired waterways, and violations of ordinances relating to storm water pollution, as well as, comments concerning the SWMPP.					
6	Notify ADEM of Non-Compliant Sites: The County will notify ADEM of any construction sites where a possible violation of the Clean Water Act has occurred					

ETOWAH COUNTY CONTROL MEASURE 4 - POST-CONSTRUCTION STORM WATER MANAGEMENT <small>See Section 10.4 of the SWMP</small>						
ACTIVITY NO.	STRATEGIES	IMPLEMENTATION STATUS FOR REPORTING PERIOD	PROPOSED EFFORTS FOR NEXT REPORTING PERIOD	SUPPORTING DOCUMENTATION	COMMENTS	PROPOSED CHANGES
1	Reducing Post-Construction Runoff Volume: Article IV Section 4.2 (Construction Plan Requirements) of the Etowah County Subdivision Regulations requires submittal of a Storm Drainage Plan with submittal of a Major Subdivision Plat. Sections 4-2(2)e-h require details of pre- and post-construction runoff, drainage structures, and compatibility with existing drainage to be provided with each submitted plan. Etowah County Subdivision Regulations 5-1(4) Page 24 and 5-4-4 Page 30 requires developers to meet the rules and standards of ADEM and other appropriate State and Federal agencies. Evaluate the effectiveness of the Subdivision Regulations each reporting period					
2	Reducing Pollutants from Development: Etowah County Subdivision Regulations 5-4-4(11) Page 33 specify storm drainage runoff requirements for developers Evaluate the effectiveness of the Subdivision Regulations each reporting period					
3	Long-Term Maintenance for Storm Water Controls: Etowah County Subdivision Regulations 5-4-4(11) Page 33 states, "Parcels of land containing either a flood retention pond or sedimentation pond shall be retained by the developer or home owner's association with the maintenance of said ponds to be the responsibility to remain with either the developer or home owner's association." Evaluate the effectiveness of the Subdivision Regulations each reporting period					
4	Evaluate Obstacles to Low Impact/Green Development: Review and evaluate policies and ordinances to identify regulatory and policy impediments to the installation of green infrastructure and low-impact development techniques					

ETOWAH COUNTY CONTROL MEASURE 4 - POST-CONSTRUCTION STORM WATER MANAGEMENT <small>See Section 10.4 of the SWMP</small>						
ACTIVITY NO.	STRATEGIES	IMPLEMENTATION STATUS FOR REPORTING PERIOD	PROPOSED EFFORTS FOR NEXT REPORTING PERIOD	SUPPORTING DOCUMENTATION	COMMENTS	PROPOSED CHANGES
5	Sediment and Erosion Control Plan Review: Review Sediment and Erosion Control Plans for all new construction for review of post-construction controls Evaluate the effectiveness of the plan review program					
6	Construction Site Inspection Program: Inspect post-construction controls after stabilization is complete to confirm post-construction storm water measures/structures have been installed according to the submitted plan Annually inspect each site to confirm post-construction BMPs are functioning as designed Evaluate the effectiveness of the inspection program					
7	Post-Construction Structural Controls Inventory: Update an inventory of post-construction structural controls including those owned by the County					

ETOWAH COUNTY CONTROL MEASURE 5 - POLLUTION PREVENTION AND GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS <small>See Section 10.5 of the SWMP</small>						
ACTIVITY NO.	STRATEGIES	IMPLEMENTATION STATUS FOR REPORTING PERIOD	PROPOSED EFFORTS FOR NEXT REPORTING PERIOD	SUPPORTING DOCUMENTATION	COMMENTS	PROPOSED CHANGES
1	Municipal Facilities: Maintain a list of municipal facilities that have the potential to discharge pollutants through storm water runoff Update SOPs for facilities as needed and inspect facilities monthly					
2	Employee Training: Implement a BMP training program for County personnel each reporting period					
3	Vehicle Maintenance Program: Conduct routine inspections of municipal vehicles and equipment					
4	Vehicle Wash Area: Specify areas for vehicle washing. Each Department location will be reviewed, inspected, and modified as needed throughout the year					
5	Pesticide Applications: Ensure pesticide applicators have current certifications Public Works will review all areas where pesticides are to be used					
6	Litter Ordinance: The Sheriff's office enforces the State littering code					
7	Litter, Floatables, and Debris - Oil and Metal Waste Recycling: Manage a drop-off facility at the County Shop for used oil and filters					
8	Litter, Floatables, and Debris - Recycling Program: Manage a recycling program for aluminum cans and scrap metal					

Stormwater

Type	Location	Outfall_ID	Latitude	Longitude	Access
Rainfall	Rainbow_City_AL	KALRAINB7	33.922	-86.099	Land
Rainfall	Gadsden_Municipal_Airport	KGAD	33.973	-86.088	Land
Rainfall	Noccalula_Falls	KALGADSD3	34.056	-85.994	Land
Rainfall	Hokes_Bluff_AL	KALHOKES2	33.993	-85.806	Land
Monitoring	Big_Wills_Creek	AT_5	34.006446	-86.069061	Land
Monitoring	Black_Creek	GD_8	33.999535	-86.024463	Land
Monitoring	Horton_Creek	RC_2	33.967683	-86.039476	Land
Monitoring	Neely_Henry_Lake	SS_13	33.891352	-86.049229	Land
Monitoring	U.T._to_Neely_Henry_Lake	SS_14	33.885921	-86.030683	Land
Monitoring	U.T._to_Neely_Henry_Lake	GD_12	33.952567	-86.003495	Land
Monitoring	U.T._to_Neely_Henry_Lake	CO_14	33.940904	-85.967704	Land
Monitoring	U.T._to_Coosa_River	SME_2	34.002461	-86.001571	Land
Monitoring	Storm_Sewer_Outfall_Coosa	GD_7	34.008361	-85.999777	Boat
Monitoring	Town_Creek	GD_6	34.01535	-85.995617	Land
Monitoring	U.T._to_Neely_Henry_Lake	CO_15	33.97228	-85.965354	Land
Monitoring	Rock_Creek/Dry_Crek/Coosa	RC_14	33.905786	-86.111656	Boat
Monitoring	U.T._to_Coosa_River	SS_5	33.941329	-86.021569	Boat
Monitoring	Big_Wills_Crek/Black_Crek	SME_1	33.990184	-86.004048	Boat
Monitoring	Cove_Creek	GD_5	34.014324	-85.924013	Boat
Monitoring	U.T._to_Neely_Henry_Lake	GD_3	34.01238	-85.953651	Boat
Monitoring	Coal_Creek	SME_3	34.009698	-85.95623	Boat
Monitoring	U.T._to_Neely_Henry_Lake	HB_3	34.002129	-85.882808	Boat
Pos_Out_FL	Green_Leaf_Road	ECO_1	34.00685	-85.948693	

Type	Location	Outfall_ID	Latitude	Longitude	Access
Pos_Out_FL	Burger_Circle_1	ECO_2	34.007804	-85.947988	
Pos_Out_FL	Burger_Circle_2	ECO_3	34.008225	-85.947277	
Pos_Out_FL	Meadowlark_Place	ECO_4	34.008547	-85.94576	
Pos_Out_FL	Robert_Lee_Road	ECO_5	34.011229	-85.942422	
Pos_Out_FL	Lonz_Road	ECO_6	34.010724	-85.93638	
Pos_Out_FL	McCluney_St_&_Mimosa_St	ECO_7	34.003013	-85.942328	
Pos_Out_FL	Centre_Road	ECO_48	34.014913	-85.839036	
Pos_Out_FL	Day_Circle_1	ECO_8	34.022324	-85.83502	
Pos_Out_FL	Day_Circle_2	ECO_9	34.023231	-85.833318	
Pos_Out_FL	Lay_Springs_Road_1	ECO_10	34.052228	-86.002485	
Pos_Out_FL	Lay_Springs_Road_2	ECO_11	34.050849	-86.005427	
Pos_Out_FL	Delmont_Drive@Black_Creek	ECO_12	34.053495	-86.004431	
Pos_Out_FL	Fairview_Road	ECO_13	34.067154	-86.01146	
Pos_Out_FL	Morgan_Drive_Northwest	ECO_14	34.025493	-86.10732	
Pos_Out_FL	Pine_View_Circle	ECO_15	33.970462	-86.109709	
Pos_Out_FL	Township_Road	ECO_16	33.937567	-86.055204	
Pos_Out_FL	Sutton_Bridge_Rd@Big_Will	ECO_17	33.990894	-86.045406	
Pos_Out_FL	Sutton_Bridge_RD_2	ECO_18	33.985223	-86.044002	
Pos_Out_FL	Steele_Station_RD	ECO_19	33.978874	-86.050866	
Pos_Out_FL	Whorton_Bend_RD_1	ECO_20	33.977681	-86.007028	
Pos_Out_FL	Whorton_Bend_RD_2	ECO_21	33.961145	-85.985072	
Pos_Out_FL	Pine_Haven_Road_1	ECO_22	33.957385	-85.989847	
Pos_Out_FL	Pine_Haven_Road_2	ECO_24	33.957286	-85.993604	
Pos_Out_FL	Richard_Road	ECO_25	33.956505	-85.995781	
Pos_Out_FL	Pine_Haven_Road_3	ECO_26	33.957294	-85.99696	
Pos_Out_FL	Pine_Haven_Road_4	ECO_27	33.957317	-85.99813	

Type	Location	Outfall_ID	Latitude	Longitude	Access
Pos_Out_FL	Cherokee_Road	ECO_28	33.956127	-86.000088	
Pos_Out_FL	Garmon_Road_1	ECO_29	33.961028	-85.994342	
Pos_Out_FL	Garmon_Road_2	ECO_30	33.960485	-85.998639	
Pos_Out_FL	Garmon_Road_3	ECO_31	33.953754	-86.003692	
Pos_Out_FL	Whorton_Bend_Road_3	ECO_32	33.952565	-86.003479	
Pos_Out_FL	Whorton_Bend_Road_4	ECO_33	33.951737	-86.001405	
Pos_Out_FL	Heron_Drive_NW	ECO_34	0	0	
Pos_Out_FL	Lakeshore_Drive	ECO_35	33.94089	-85.967656	
Pos_Out_FL	Clokey_Drive	ECO_36	33.954425	-85.969839	
Pos_Out_FL	Beech_Ridge_Road	ECO_38	33.959115	-85.980312	
Pos_Out_FL	Cross_Creek_Lane	ECO_39	33.958153	-85.981076	
Pos_Out_FL	River_Ridge_Road_2	ECO_40	33.959924	-85.976839	
Pos_Out_FL	River_Ridge_Road_1	ECO_37	33.958435	-85.976669	
Pos_Out_FL	River_Ridge_Road_3	ECO_41	33.9602	-85.978686	
Pos_Out_FL	Oakland_Drive_1	ECO_23	33.956893	-85.991416	
Pos_Out_FL	Oakland_Drive_2	ECO_42	33.950314	-85.991278	
Pos_Out_FL	Chridlyn_Drive	ECO_43	33.952385	-85.997343	
Pos_Out_FL	College_Parkway_1	ECO_44	33.971805	-85.971048	
Pos_Out_FL	College_Parkway_2	ECO_45	33.971852	-85.969514	
Pos_Out_FL	College_Parkway_3	ECO_46	33.971904	-85.965338	
Pos_Out_FL	College_Parkway_4	ECO_47	33.972949	-85.954938	

**Etowah County
Municipal Facilities**

Facility Name	Address
County Shop	402 Tuscaloosa Ave
County Shop	1950 US Hwy 431

State of Alabama, Etowah County
I certify this instrument was filed
and fees collected on:

2009 May -18 9:12AM

Instrument Number 3313552 Pages 70
-----MISCELLANEOUS-----
RECORDING 210.00 CERTIFICA 3.00
SCAN FEE 10.00 MENTAL HE 2.00
PROBATE J 3.00
Total Fees ----- 228.00
Bobby Junkins, Judge of Probate

STATE OF ALABAMA
COUNTY OF ETOWAH

RESOLUTION OF THE ETOWAH COUNTY COMMISSION

AUTHORIZING THE SUBDIVISION REGULATIONS OF ETOWAH COUNTY, ALABAMA

WHEREAS, the Etowah County Commission will follow procedures and standards for the design and development of proposed subdivisions or additions to existing subdivisions within the subdivision jurisdiction of Etowah County, Alabama, and

WHEREAS, the Etowah County Commission does hereby set a policy to exercise the power and authority to review, approve, and disapprove plats for all subdivisions within the subdivision jurisdiction of Etowah County, Alabama, and

WHEREAS, the Etowah County Commission further does hereby exercise the authority to inspect any development within its subdivision jurisdiction to ensure that there are no violations of its rules and regulations, to charge fees for said inspection.

NOW, THEREFORE, BE IT RESOLVED BY THE ETOWAH COUNTY COMMISSION, the regulations set out herein shall be in force and applicable to the development of all subdivisions in the subdivision jurisdiction of the Etowah County Commission from and after the date of adoption by resolution..

BE IT FURTHER RESOLVED BY THE ETOWAH COUNTY COMMISSION that upon the completion of the execution of said agreement by all parties a copy of said agreement be kept of record by the County Clerk.

ADOPTED this 5th day of May, 2009

We, the members of the Etowah County Commission, do hereby certify that the above is a true and correct copy of a resolution adopted at the regular meeting on May 5, 2009, and the same appears in the minutes of said meeting.

ATTEST:


J. Patrick Simms, CCA-
Chief Executive Officer

FOREWORD

A subdivision is defined as the development and division of a lot, tract, or parcel of land into **two (2) or more lots, plats, sites**, or otherwise for the purpose of establishing or creating a subdivision through the **sale, lease, or building development of the lot or lots**. Further explanation of the definition and any exemptions from these subdivision regulations can be found in Section 2-1-60 of these regulations.

Any individual who plans to develop and/ or divide a parcel of land in the County should consult with the County Engineer early in the planning phase of the development to assure compliance with these regulations.

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ARTICLE I

PURPOSE AND POLICY

- 1-1 PURPOSE AND POLICY**
- 1-2 TITLE**
- 1-3 FEES**
- 1-4 ENFORCEMENT AND VIOLATIONS**
- 1-5 AMENDMENTS**

SECTION 1-1 PURPOSE AND POLICY

The subdivision regulations set out herein have been adopted pursuant to authority granted by Code of Alabama 1975, § 11-24-1(b) to establish procedures and standards for the design and development of proposed subdivisions or additions to existing subdivisions within the subdivision jurisdiction of Etowah County, Alabama. These regulations shall be applicable to the development of any subdivision within the county's subdivision jurisdiction, and shall include, at a minimum, the minimum size of lots, the planning and construction of all public streets and roads, drainage structures, and proper placement of public utilities to be located in a subdivision. Additionally, unless waived by the Etowah County Commission, these regulations shall also apply to the county's plat approval for developments within the territorial jurisdiction of a municipal planning commission; provided, however, that in such instance, the County's approval shall be limited to the approval required in Code of Alabama 1975, § 11-52-30(b) regarding approval of plats, and shall not include enforcement.

By Resolution _____ of the Etowah County Commission, adopted on the 5th day of May, 2009, and pursuant to the powers and jurisdiction granted by Code of Alabama 1975, § 11-24-1 *et seq.*, the Etowah County Commission does hereby set a policy to exercise the power and authority to review, approve, and disapprove plats for all subdivisions within the subdivision jurisdiction of Etowah County, Alabama. The Etowah County Commission further does hereby exercise the authority to inspect any development within its subdivision jurisdiction to ensure that there are no violations of its rules and regulations, to charge fees for said inspection as set out in Section 1-3 of these regulations and authorized under Code of Alabama 1975, § 11-24-3, and to enforce these regulations as provided in Section 1-4 and authorized in Code of Alabama 1975, § 11-24-3.

The regulations set out herein shall be in force and applicable to the development of all subdivisions in the subdivision jurisdiction of the Etowah County Commission from and after the date of adoption by resolution. Subdivision regulations previously in place in Etowah County are hereby repealed and rescinded.

These regulations shall be in effect and shall apply to the development of any subdivision within the subdivision jurisdiction of Etowah County as defined in Section 2-1-62 from and after thirty (30)

days from the date of the County's filing a certified copy of these regulations with the Probate Judge. No street or road shall be accepted and maintained by the County, nor shall any utilities or county services be extended to the subdivision, unless and until the requirements set forth in these regulations have been complied with and the subdivision has been given final approval by Etowah County.

It is not the purpose of these regulations to govern the acceptance of roads or streets for maintenance by the County Commission. The current policy for acceptance of roads and bridges by the Etowah County Commission is available at the office of the County Commission or the County Engineer.

SECTION 1-2 TITLE

The regulations shall hereafter be known, cited and referred to as the Subdivision Regulations of Etowah County, Alabama.

SECTION 1-3 FEES

Etowah County has established the following schedule of fees, as authorized under Code of Alabama 1975 Section 11-24-3, to cover costs associated with the inspection and review of subdivision developments. The total fee is dependent on the size type of subdivision (as defined in Section 2-1-61) The schedule below **is a guide** to the charges that will be incurred by the developer. The developer is responsible for all charges, including inspection and testing, incurred by the county during the subdivision approval process. The fee schedule is as follows:

Major Subdivision:

- (1) Permit to Develop: A permit fee of \$ 25
- (2) Proposed Plat Review Fee: \$500 per submission of proposed plat
- (3) Lot Fee: \$25 per lot, site, or unit
- (4) Road Fee: \$0.75 per linear foot of road to be constructed and inspected

Minor Subdivision:

- (1) No Fee

SECTION 1-4 ENFORCEMENT AND VIOLATIONS

Pursuant to authority granted under Code of Alabama 1975, § 11-24-3(d), the Etowah County Commission shall enforce the provisions of these regulations by the issuance of citations issued by a county license inspector appointed by the Etowah County Commission to enforce these regulations. Acting under authority granted in Code of Alabama 1975, § 11-24-3(d) and § 40-12-10, the county license inspector may issue a citation for the failure to properly obtain the permit to develop required under Section 3-6 and/or for any other violations of these regulations or of Code of Alabama 1975, § 11-24-1 *et seq.*

As authorized by Code of Alabama 1975, § 11-24-3(a), the fine for noncompliance of any provisions of these regulations shall be \$1000 per lot that has been sold, offered for sale, transferred, or leased. A separate citation shall be issued for each violation.

All fines shall be paid to the office of the judge of probate within thirty (30) days of the issuance of a citation by the county license inspector, and all fines shall be doubled upon the failure to remit the fine within thirty (30) days of the issuance of the citation.

In addition to the issuance of citations for violation of these regulations, the Etowah County Commission retains the right to seek an injunction against any developer or owner who fails to comply with these regulations as provided in Code of Alabama 1975, § 11-24-3(b), and may bring action against a developer or owner to compel compliance with these regulations in the event that work on the subdivision has been completed in violation of these regulations and the requirements of Code of Alabama 1975, § 11-24-1 *et seq.*

SECTION 1-5 AMENDMENTS

The Etowah County Commission may adopt amendments to these regulations. Procedures to adopt amendments are detailed in Section 10-4.

ARTICLE II

DEFINITIONS

2-1 DEFINITION OF TERMS

SECTION 2- 1 DEFINITION OF TERMS

- 2-1-1 **ACCESS:** Deeded portion of property or lot that provides travel way to a city, county, or state road. All access must have thirty (30) foot minimum width from the city, county, or state road to the building site. [Parcels excluded in Section 2-1-60(d) must have a minimum of sixty (60) foot access along with any lot in a subdivision of land covered by these regulations which has the ability to be further divided to provide additional building sites/ lots.]
- 2-1-2 **ADT (AVERAGE DAILY TRAFFIC):** total volume of vehicles during a given time period, in whole days, as measured during a non-holiday weekday.
- 2-1-3 **ALLEY:** A right-of-way primarily designed to serve as a secondary access to the side or rear of those properties whose principal frontage is on some other street. Etowah County will not permit public right-of-ways for alleys and will only permit alleys that are to be retained by the developer or his designee.
- 2-1-4 **APPLICANT:** The owner of land proposed to be subdivided or a person designated in writing by the legal owner as his or her representative.
- 2-1-5 **APPLICATION ASSEMBLY:** The packet of materials that the developer is required to submit with his or her application for proposed plat approval.
- 2-1-6 **ARTERIAL:** A term used to describe a road or street whose primary purpose is to connect areas that produce a large amount of trip generation. These routes have a dual function to move traffic and to provide access to land uses, particularly the high trip-generating commercial activities. In terms of counties, major and minor collector routes, as classified by the Federal Highway Administration, may require treatment as this type of route even though they are termed collector roads.
- 2-1-7 **BLOCK:** A tract of land bounded by streets, or by a combination of streets and public parks, cemeteries, railroad right-of-way, shorelines of waterways or other boundary lines.
- 2-1-8 **BUILDING:** Any structure built for the support, shelter, or enclosure of persons, animals, chattels, or movable property of any kind, and includes any structure.
- 2-1-9 **BUILDING SETBACK LINE:** A line parallel to the property over which no structure may be

erected.

- 2-1-10 COLLECTOR: A route whose primary function is to collect traffic from an area and move it to the arterial street system while also providing substantial service to abutting land use, and which typically does not have extensive continuity.
- 2-1-11 CONSTRUCTION PLANS: Plans detailing the design and requirements for the construction of public improvements. These plans shall detail such items as the location of all existing and proposed roads, plan and profiles of all roads, curve data, hydraulic data, etc. (See Section 4-2 for complete list of items required.)
- 2-1-12 CORNER LOT: A lot which occupies the interior angle at the intersection of street lines.
- 2-1-13 COUNTY: The County of Etowah, Alabama.
- 2-1-14 COUNTY ADMINISTRATOR: The duly designated Chief Executive Officer, CEO, of Etowah County, Alabama.
- 2-1-15 COUNTY COMMISSION: The County Commission of the County of Etowah, Alabama.
- 2-1-16 COUNTY ENGINEER: The duly designated Engineer of the County of Etowah, Alabama.
- 2-1-17 COUNTY SPECIFICATIONS: All construction specifications which are included in these regulations and any special specifications required by the County Engineer or other state or local entity based upon the particular development.
- 2-1-18 CUL-DE-SAC: A minor street with only one outlet and having an appropriate terminal for the safe and convenient reversal of traffic movement.
- 2-1-19 DAY: A calendar day.
- 2-1-20 DEDICATION: The transfer of property from private to public ownership.
- 2-1-21 DEVELOPER: The owner of land proposed to be subdivided or a person designated in writing by the legal owner as his or her representative.
- 2-1-22 DEVELOPMENT: The design work of lot layout, the construction of drainage structures, the construction of buildings or public use areas, the planning and construction of public streets and public roads, and the placement of utilities, and any other applicable construction or improvement required or included in a certain subdivision project.
- 2-1-23 DEPTH OF LOT: The mean horizontal distance between the front and rear lot lines.
- 2-1-24 DOUBLE FRONT LOT: A lot having frontage on two (2) non-intersecting streets as distinguished from a corner lot.

- 2-1-25 EASEMENT: A grant by the property owner of use, by the public, a corporation, or person(s) of a strip of land for specified purposes or as created by operation of law.
- 2-1-26 EXPRESSWAY OR FREEWAY: Facilities that accommodate a high volume of traffic through the prohibiting of ingress and egress except at controlled intervals. Freeways involve complete control of access while expressways permit at grade intersections at infrequent intervals. The expressway or freeway has only one function - to carry traffic.
- 2-1-27 ENGINEERING PLAN: A post construction record giving details of construction and locations of improvements as they were built or installed.
- 2-1-28 FINAL PLAT: A plat of a tract of land which meets the requirements of these regulations and is in form for recording in the Office of the Probate Judge of Etowah County, Alabama.
- 2-1-29 FLOODPROOFING: Any combination of structural or nonstructural additions, changes, or adjustments which reduce or eliminate flood damage to real property, or improved real property, water supply and sanitary sewer facilities, electrical systems, and structures and their contents. For the purpose of these regulations, floodproofing shall be defined and governed by the County's Flood Damage Prevention Ordinance.
- 2-1-30 FLOODWAY: The stream channel and the portion of the adjacent floodplain which must be reserved solely for the passage of flood-waters in order to prevent an increase in upstream flood heights of more than one (1) foot above the predevelopment conditions. For the purpose of these regulations, floodways shall be defined and governed by the County's Flood Damage Prevention Ordinance.
- 2-1-31 LAND SUBJECT TO FLOODING: For the purpose of these regulations, land subject to flooding shall be defined in the County's Flood Damage Prevention Ordinance.
- 2-1-32 FLOOD, ONE HUNDRED (100) YEAR: A flood that has, on the average, a one (1) percent chance of being equaled or exceeded in any given year.
- 2-1-33 FLOOD, TEN (10) YEAR: A flood that has, on average, been equaled or exceeded at a frequency of once every ten (10) years.
- 2-1-34 FLOOD, TWENTY-FIVE YEAR: A flood that has on average been equaled or exceeded at a frequency of once every twenty-five (25) years.
- 2-1-35 HARDSHIP: An unusual situation on the part of an individual property owner which will not permit the full utilization of property. A hardship exists only when it is not self-created.
- 2-1-36 HEALTH DEPARTMENT: Alabama State Department of Public Health or Etowah County Health Department.
- 2-1-37 IMMEDIATE FAMILY MEMBER: As defined in *Black's Law Dictionary*, a person's parents,

spouse, children, and siblings.

- 2-1-38 LICENSED ENGINEER: An engineer properly licensed and registered in the State of Alabama in good standing with the Alabama State Board of Licensure for Professional Engineers and Land Surveyors.
- 2-1-39 LICENSE INSPECTOR: The person or persons appointed by the County Commission to enforce the county's subdivision regulations pursuant to Code of Alabama 1975, § 11-24-3, utilizing the authority granted to a license inspector under Code of Alabama 1975, § 40-12-10.
- 2-1-40 LICENSED LAND SURVEYOR: A land surveyor properly licensed and registered in the State of Alabama in good standing with the Alabama State Board of Licensure for Professional Engineers and Land Surveyors.
- 2-1-41 LOT: A tract, plot, or portion of a subdivision or other parcel of land intended as a unit for the purpose, whether immediate or future, of transfer of ownership, lease or rental, or for building development.
- 2-1-42 MARGINAL ACCESS: A service road or other treatment used to provide adequate protection of properties in cases where an arterial runs through or near a subdivided area.
- 2-1-43 MAJOR SUBDIVISION: See Section 2-1-61(a), Subdivision Categories.
- 2-1-44 MINOR ROAD OR STREET: A route used to connect collector roads in a road system and service only the residents of that road.
- 2-1-45 MINOR SUBDIVISION: See Section 2-1-61(b), Subdivision Categories.
- 2-1-46 MONUMENT: A permanent object serving to indicate a limit or to mark a boundary.
- 2-1-47 OWNER: Any person, group of persons, firm or firms, corporation or corporations, or any other legal entity having legal title to or sufficient proprietary interest in the land sought to be subdivided under these regulations.
- 2-1-48 OWNER' S ENGINEER: The licensed engineer who is the agent of the owner or developer of land which is proposed to be subdivided or which is in the process of being subdivided.
- 2-1-49 PERMANENT REFERENCE POINTS: As defined by the Minimum Technical Standards set out and required by the Alabama Society of Professional Land Surveyors.
- 2-1-50 PERMIT FEE: The fee assessed to obtain the permit to develop required in Section 3-6.

- 2-1-51 PERMIT TO DEVELOP: An instrument issued by the County Engineer following the approval of a proposed plat by the County Commission and which authorizes the developer to proceed with the development of the subdivision.
- 2-1-52 PROPOSED PLAT: A plan for a subdivision of land which is submitted for approval to develop the subdivision as required in Section 3 of these subdivision regulations and Code of Alabama 1975,§ 11-24-2.
- 2-1-53 PROBATE JUDGE: The Judge of Probate of Etowah County, Alabama.
- 2-1-54 RESUBDIVISION: A change in a map of an approved or recorded subdivision plat if such change affects any street layout on such map or area reserved thereon for public use, or any lot line; or if it affects any map or plan legally recorded prior to the adoption of any regulations controlling subdivisions.
- 2-1-55 ROAD OR STREET: A right-of-way for vehicular traffic that affords the principal means of access to abutting property.
1. CITY ROAD: Public road maintained by the city.
 2. COUNTY ROAD: Public road which has been accepted into the county road system through construction by the county, dedication and formal acceptance by the county commission, or prescription and is maintained by the county. A road which has been dedicated to the public and is used by the public is not a county road, unless it has been accepted into the county road system through construction, acceptance or prescription as set out herein.
 3. PUBLIC ROAD: A street or road that has been constructed for public use, established by statutory proceedings, or dedicated for public use. A public road may or may not be a county road.
 4. PRIVATE ROAD: Road which has not been dedicated to the public and is not owned or maintained by the city, county, or state whether or not it has public access.
 5. STATE ROAD: Public road owned or maintained by the state of Alabama.
- 2-1-56 SETBACKS: A setback is synonymous to "building setback line". See Section 2-1-9.
- 2-1-57 SINGLE TIER LOT: A lot which backs upon a street, a railroad, a physical barrier, or a residential or non-residential use, and to which access from the rear of the lot is usually prohibited.
- 2-1-58 SKETCH PLAN: Drawing submitted prior to the preparation of the Proposed Plat (or Final Plat in cases of minor subdivisions) to enable the applicant to save time and expense in reaching general agreement with the County Engineer as to the form of the plat and the objectives of these regulations.

- 2-1-59 SUBDIVIDER: Any person who (1) having an interest in land, causes it, directly or indirectly, to be divided into a subdivision or who (2), directly or indirectly, sells, leases, or develops, or offers to sell, lease, or develop, or advertises for sale, lease, or development, any interest, lot, parcel, site, unit, or plat in a subdivision, or who (3) is employed by or directly or indirectly controlled by, or under direct, or indirect common control with any of the foregoing.
- 2-1-60 SUBDIVISION: As defined in Code of Alabama 1975, § 11-24-1(a)(4), the development and division of a lot, tract, or parcel of land into two (2) or more lots, plats, sites, or otherwise for the purpose of establishing or creating a subdivision through the sale, lease, or building development of the lot or lots.

EXCLUSIONS: A subdivision shall not include any of the following:

- a. The construction or development of roads or buildings on private property to be used for agricultural purposes. See, Code of Alabama 1975, § 11-24-1(a)(4);
- b. The public acquisition by purchase or donation of strips of land for the widening or opening of streets;
- c. Property divided between immediate family members as provided in Code of Alabama 1975, § 11-24-2(d);
- d. The division of land into parcels greater than five (5) acres wherein all of the following criteria are met and shown on a plat to be filed in the judge of probate with a certificate on the plat stating that all criteria are met:
 - (i) frontage on existing roads of each parcel is at least 60 feet,
 - (ii) the extension of public utilities is not required ,
 - (iii) in the opinion of the developer's licensed engineer, with the concurrence of the Etowah County Engineer, there will be no additional storm water runoff created, and
 - (iv) deeded right-of-way on existing county, state, or city roads of each parcel is at least sixty (60) feet, (or, if there is less than sixty (60) feet of deeded right-of-way; a quitclaim deed issued to the county, state, or city for the roadway to provide for a sixty (60) feet right-of-way) and
 - (v) Parcels qualify for exemptions from subdivision criteria and rules and regulations imposed by the State Board of Health pursuant to Code of Alabama 1975, § 22-26-7

- e. The creation of a single new parcel that has frontage on an existing County road. The County road must have a minimum of sixty (60) feet right-of-way, or the developer must convey a right-of-way to the County of at least thirty (30) feet from the centerline of said road. This exception may not be used to circumvent the regulations by subdividing one (1) lot at a time.
- f. The creation of a single new parcel that is adjoining to a current landowner, who will be purchasing the subdivided parcel. This exception may not be used to create a parcel that will be landlocked.

2-1-61 SUBDIVISION CATEGORIES:

- a. SUBDIVISION, MAJOR: Generally any subdivision that involves the dedication of a new street (or road), or requires the extension of public facilities, or requires the creation of new public improvements, or in the opinion of the County Engineer creates additional storm water runoff. Any subdivision not considered a minor subdivision or large acreage tract.
 - b. SUBDIVISION, MINOR: Any subdivision with parcels or lots five (5) [(see section 2-1-60(d))] acres or less fronting on an existing county road that does not involve any new street (or road) or the extension of public facilities, does not require the creation of any public improvements, and does not, in the opinion of the developer's licensed engineer with the concurrence of the County Engineer, create any additional storm water runoff.
 - c. LARGE ACREAGE TRACT: A subdivision with all parcels ten (10) acres or larger, with a total of five parcels or less, that will be accessed from a private road to be maintained by the property owners.
- 2-1-62 SUBDIVISION JURISDICTION: All areas outside the corporate limits of any municipality in Etowah County, except areas within the territorial jurisdiction of a municipal planning commission presently organized and functional or which shall become organized and functional within six months of the date Etowah County first assumes such jurisdiction by publishing and adopting notice of these regulations. Where any subdivision lies within the extraterritorial planning jurisdiction of any municipality having exercised said extraterritorial jurisdiction, the requirement for approval of improvements by the County Engineer shall in now way diminish, waive or otherwise lessen the requirements of such municipality. The more strict requirements, whether of the municipality or of the county, must be complied with by the developer.
- 2-1-63 SURETY: Any bond, certificate of deposit, irrevocable letter of credit, cashier check, or other acceptable guarantee as approved by the County Commission or their authorized agent.
- 2-1-64 TERRITORIAL JURISDICTION OF MUNICIPAL PLANNING COMMISSION: As provided

in Code of Alabama 1975, § 11-52-30(a), all land located in the municipality and all land lying within five miles of the corporate limits of the municipality and not located in any other municipality. In the case of any such nonmunicipal land lying within five miles of more than one municipality having a planning commission, the jurisdiction shall terminate at a boundary line equidistant from the respective corporate limits of such municipalities.

- 2-1-65 VARIANCE: Permission to depart from the literal requirements of these subdivision regulations by virtue of unique hardship due to special circumstances regarding property to be developed. A waiver of the strictest letter of the regulations upon substantial compliance without sacrificing the spirit and purpose of the regulations.
- 2-1-66 WATERCOURSE: Any depression serving to give direction to a flow of water, having a bed and defined banks. The definition shall also include other generally or specifically designated areas where flooding may occur. The flow of water need not be on a continuous basis, but may be intermittent resulting from the surface runoff of precipitation.
- 2-1-67 WIDTH OF LOT: The mean horizontal distance between the two side lot lines.

ARTICLE III

APPROVAL OF SUBDIVISION PLATS

- 3-1 APPROVAL OF SUBDIVISION PLATS
- 3-2 SKETCH PLAN
- 3-3 PROPOSED PLAT SUBMISSION
- 3-4 REVIEW BY COUNTY ENGINEER
- 3-5 COUNTY COMMISSION APPROVAL OF PLAT
- 3-6 PERMIT TO DEVELOP
- 3-7 CONSTRUCTION OF MAJOR SUBDIVISION
- 3-8 FINAL PLAT APPROVAL

SECTION 3-1 APPROVAL OF SUBDIVISION PLATS

This section details the **general** steps necessary to achieve approval of a subdivision in Etowah County. A flow chart is included in Appendix II further outlining this process.

SECTION 3-2 SKETCH PLAN

Whenever the subdivision of a tract of land is proposed within the jurisdiction of these regulations, the developer, or subdivider, is urged to consult early and informally with the County Engineer. The subdivider may submit sketch plans and data showing existing conditions within the site and in its vicinity along with the proposed layout and development of the subdivision. The purpose of this sketch plan review is to afford the subdivider an opportunity to avail himself of the advice and assistance of the County Engineer in order to facilitate the subsequent preparations and approval of plans.

SECTION 3-3 PROPOSED PLAT SUBMISSION FOR MAJOR SUBDIVISIONS

Following sketch plan review or in the event the subdivider does not submit a sketch plan for review; the subdivider shall submit a **complete** Application Assembly to the county engineer for review of the proposed plat. The application shall be submitted at least thirty (30) days prior to any consideration for proposed plat approval by the County Commission. The Proposed Plat Application Assembly shall include each of the following:

- (1) A letter stating that the proposed plat is being submitted for review. This letter shall state the developer's intent as to the final ownership of any new roads included on the proposed plat, if applicable. (The developer is reminded to refer to Appendix V

- for the County's Road Acceptance Policy);
- (2) Application for Proposed Plat Review (Appendix II);
 - (3) At least three (3) copies of the proposed plat **prepared in accordance with the requirements** detailed in Section 4-1 of these regulations;
 - (4) Construction Plans for all required improvements **prepared in accordance with the requirements** detailed in Section 4-2 of these regulations;
 - (5) A letter from the Health Department detailing field review by the Health Department for the general lot layout has been completed;
 - (6) Any variances requested accompanied by detailed supporting documentation;
 - (7) The names and addresses of each adjoining landowner and utility entitled to notice pursuant to Code of Alabama 1975, §11-24-2(b); and
 - (8) A permit fee of \$25.

Failure to submit a complete Proposed Plat Application Assembly initially shall delay the consideration of such plat for approval by the County Engineer and the County Commission. The thirty day review period will not begin until a complete Proposed Plat Application Assembly is received.

SECTION 3-4 REVIEW BY COUNTY ENGINEER

- (1) Major Subdivisions

The County Engineer shall use this minimum thirty (30) day period to review the submitted Application Assembly and ensure its compliance with these regulations. In the event the Application Assembly does not meet these regulations, the County Engineer shall notify the developer that it is deficient. No further action will be taken by the County Commission or County Engineer until and unless the developer shall correct the deficiencies and resubmit the corrections to the County Engineer for his approval.

If upon completion of the review the County Engineer determines that the Application Assembly complies with these regulations, he or she shall notify the developer in writing to that effect. The County Engineer shall also send proper notice of his/her recommendation for approval, as required in Code of Alabama 1975, § 11-24-2(b), to each of the adjoining landowners and the affected utilities submitted by the developer.

If the developer wishes to sell, offer for sale, transfer, or lease lots; the County Engineer shall require the developer to submit a detailed construction estimate covering all proposed infrastructure

for approval. Once the County Engineer receives and approves this detailed construction estimate, the **developer** shall be required to provide an acceptable surety to Etowah County equal to 150% of the estimated cost of installing all improvements, including, but not limited to, grading, drainage, base, paving of the streets, and installation of all required utilities and fees encountered during execution of improvements.

(2) Minor Subdivisions

The County Engineer shall review the submitted Application Assembly within seven (7) days to ensure its compliance with these regulations. In the event the Application Assembly does not meet these regulations, the County Engineer shall notify the developer that it is deficient. No further action will be taken by the County Engineer until and unless the developer shall correct the deficiencies and resubmit the corrections to the County Engineer for his approval.

If upon completion of the review the County Engineer determines that the Application Assembly complies with these regulations, he or she shall notify the developer in writing to that effect. The County Engineer shall also send proper notice of his/her recommendation for approval, as required in Code of Alabama 1975, § 11-24-2(b), to each of the adjoining landowners and the affected utilities submitted by the developer. The developer may then proceed to the steps for the final plat approval.

(3) Large Acreage Tracts

The County Engineer shall review the submitted Application Assembly within seven (7) days to ensure compliance with the following conditions.

(a) All parcels must be ten (10) acres in size or greater after the proposed division of property, with a total of five (5) parcels or less, with the property shown on a plat to be filed with the judge of probate.

(b) All parcels must have access to the private road or an existing public roadway.

(c) A covenant connected to all parcels using the private roadway must be filed with the probate judge, stating that the roadway is private, and shall be maintained by the property owners.

In the event the Application Assembly does not meet the conditions, the County Engineer shall notify the developer that it is deficient. No further action will be will be taken by the County Engineer until and unless the developer shall correct the deficiencies and resubmit the corrections to the County Engineer for his approval.

If upon completion of the review the County Engineer determines that the Application Assembly complies with these regulations, he or she shall notify the developer in writing to that effect. The County Engineer shall also send proper notice of his/her recommendation for approval, as required in Code of Alabama 1975, § 11-24-2(b), to each of the adjoining landowners and the affected utilities submitted by the developer. The developer may then proceed to the steps for the final plat approval.

SECTION 3-5 COUNTY COMMISSION APPROVAL OF PROPOSED PLAT

Once the County Engineer verifies that the Application Assembly meets the County Regulations and, if applicable, the developer provides the required surety, the Proposed Plat for Major Subdivisions shall be submitted to the County Commission for their approval at the next regularly scheduled County Commission meeting. Pursuant to Code of Alabama 1975, § 11-24-2(b), the County Commission shall approve the proposed plat in the event that the County Engineer has determined that the proposed plat meets these regulations.

SECTION 3-6 PERMIT TO DEVELOP

Following the approval of the Proposed Plat by the County Commission, the County Engineer shall issue a Permit to Develop for the Proposed Plat for a fee of \$25. The Permit to Develop allows the developer to proceed with construction of the development in compliance with these regulations. Additionally, the developer may **offer** lots in the proposed subdivision for sale, transfer, or lease ; **provided, however, that no sale, transfer, or lease may be completed or recorded until after the final plat has been recorded in office of the Probate Judge pursuant to the requirements of Code of Alabama 1975, § 11-24-2(c).**

SECTION 3-7 CONSTRUCTION OF MAJOR SUBDIVISION

Once the permit to develop has been issued, the developer of a major subdivision may proceed with construction of the proposed subdivision in accordance with these regulations. The developer should refer to Article V for detailed requirements pertaining to construction. The developer of a minor subdivision shall proceed in accordance with the requirements set out in Section 3-8 of these regulations.

The developer shall have one (1) year from the date of issuance of the permit to develop to begin substantial work on the proposed development. If work does not begin within the one (1) year time frame, the proposed plat must be resubmitted to the County Engineer and County Commission for approval as if the plat had never been submitted.

If any changes in the development plans of the approved proposed plat are required for any reason, the developer shall submit the proposed changes to the County Engineer **prior** to construction or implementation of the proposed changes. Approval of the County Engineer shall be required before any changes are constructed. Any changes or deviations from the approved proposed plans prior to the County Engineer's approval shall be in violation of these regulations and shall be subject to removal or correction at the expense of the developer.

Changes to the proposed subdivision construction plans that do not change the overall layout of the subdivision may be reviewed and approved by the County Engineer without the requirement of the proposed plat having to be resubmitted for approval by the County Commission. Any changes that

do change the overall layout of the subdivision shall require the proposed plat to be resubmitted for approval by the County Commission.

SECTION 3-8 FINAL PLAT APPROVAL

A final plat shall be submitted to the County Engineer, with any original signatures required for approval having already been signed, for approval of the proposed subdivision as follows:

- (1) Once infrastructure construction is complete for a major subdivision;
- (2) Immediately following approval of the proposed plat for minor subdivisions or large acreage tracts.

At the point that the final plat is submitted for approval, the developer shall comply with each of the following:

- (1) Remit all testing and inspection charges required under Section 1-3 of these regulations as authorized in Code of Alabama 1975, § 11-24-3
- (2) A final as-built set of plans;
- (3) Three (3) copies of the Final Plat as approved by the County; and
- (4) A letter from the Health Department certifying the compliance of the subdivision with their regulations.

Final plat approval does not include the acceptance of roads. If the developer desires to have the roads accepted into the county road system by the county commission, he or she shall comply with the procedures for road acceptance set out in Appendix V. The surety bond required for proposed plat approval shall be retained pending final acceptance of all roads. Developers of major subdivisions whose infrastructure has been constructed to be privately owned and maintained shall have their surety bond released following the signing of the final plat.

Once the final plat has been signed and recorded pursuant to these regulations and Code of Alabama 1975, § 11-24-2(c), the developer may proceed with the actual sale, transfer, or lease of any lots, sites, etc. No building development shall take place until the final plat has been recorded in the office of the Judge of Probate pursuant to these regulations and Code of Alabama 1975, § 11-24-2(c).

ARTICLE IV

PLAT AND PLAN REQUIREMENTS

- 4-1 PROPOSED PLAT REQUIREMENTS
- 4-2 CONSTRUCTION PLAN REQUIREMENTS
- 4-3 FINAL PLAT REQUIREMENTS

SECTION 4-1 PROPOSED PLAT REQUIREMENTS

The Proposed Plat shall be prepared by a licensed land surveyor and shall be clearly and legibly drawn at a convenient scale of not less than one (1) inch equals one hundred (100) feet, and the sheets shall be numbered in sequence if more than one (1) sheet is used. The sheet size shall be of such size as is acceptable for filing in the Office of the Probate Judge. The Proposed Plat shall include the following:

- (1) Name and addresses of owners of record;
- (2) Proposed name of subdivision, date, north point, scale and location;
- (3) Name and seal of licensed land surveyor;
- (4) Vicinity map showing location of the subdivision;
- (5) Exact boundaries of the tract of land being subdivided, shown with bearings and distances;
- (6) Sufficient data to determine readily and reproduce on the ground the location, bearing, and length of every street line, lot line, boundary line, and block line, whether straight or curved, including the radius, central angle, point of tangency, tangent distance, and arcs and chords; and "Point of beginning" as referred to in the written description;
- (7) Names and addresses of the owners of land immediately adjoining the tract of land being subdivided, as the names appear on the plats in the County Tax Assessor or Revenue Commissioner's office;
- (8) Wetlands or any other conditions affecting the site;
- (9) The location of existing streets, buildings, water courses, railroads, transmission lines, drainage structures, public utilities, jurisdiction lines, and any public utility easements on and adjacent to the tract being subdivided;

- (10) The names and locations of adjoining subdivisions and streets, with reference to recorded plats by record name;
- (11) Proposed rights-of-way or easements including locations, widths, purposes, and street numbers;
- (12) Proposed lot lines with bearings and distances and lot and block numbers;
- (13) Proposed minimum building setback lines;
- (14) Proposed parks, school sites, or other public open spaces, if any;
- (15) Site data, which includes:
 - a. Acreage in total tract;
 - b. Smallest lot size;
 - c. Total number of lots;
 - d. Linear feet in streets;
- (16) Any area within or adjacent to the proposed subdivision subject to inundation by the 100-year flood projections as defined by the County Flood Damage Prevention Ordinance, with the Base Flood Elevation shown (Area should be clearly shown as a shaded or hatched area);
- (17) Base Flood Elevation for any development in unnumbered A-zone, in accordance with Etowah County Flood Ordinances (Developer shall determine the Base Flood Elevation if the subdivision contains 50 lots or 5 acres, which ever is the lesser).
- (18) The following endorsements and certificates shall be submitted with and placed on the Proposed Plat (see Appendix I for sample certificates):
 - a. Licensed Land Surveyor's Certificate and Description of Land Platted;
 - b. Licensed Engineer's Certificate of Engineering Design and Construction (Proposed Plat Statements);
 - c. Dedication by owner;
 - d. A notary's Acknowledgment of the Dedication Certificate referred to in "c";
 - e. A Certificate of Approval by the appropriate electric utility distributor;
 - f. A Certificate of Approval by the appropriate water and sewer utility;
 - g. A Certificate of Approval by the County Engineer of Etowah County;

- h. Certificate of Approval by the Etowah County Commission;
- i. A Certificate of Approval by the Etowah County Health Department (if septic tanks and/or wells are necessary).
- j. A Flood Zone Certificate (if any portion of the subdivision falls in the one hundred (100) year flood zone).

SECTION 4-2 CONSTRUCTION PLAN REQUIREMENTS

At the time of submission of a Major Subdivision Proposed Plat, the applicant shall also submit Construction Plans for all required improvements as part of the Proposed Plat Application Assembly required under Section 3-3. All plans shall meet the minimum standards of design and general requirements for the construction of public improvements as set forth in these regulations. Construction Plans shall be drawn at a scale of not less than one (1) inch equals fifty (50) feet, and map sheets shall be of the same size as the Proposed Plat. Construction Plans shall be prepared by a licensed engineer. The following construction plans shall be included:

- (1) Street plan containing all of the following information:
 - a. Location of all proposed and existing streets or rights-of-way in or adjacent to the subdivision;
 - b. Width of existing and proposed rights-of-way and easements;
 - c. Road numbers/names;
 - d. Plan and profile of all proposed streets, showing natural and finished grades drawn to a scale of not less than one (1) inch equals one hundred (100) feet horizontal and one (1) inch equals ten (10) feet vertical;
 - e. Cross sections of proposed streets at a minimum of 50' stations or as required by the County Engineer;
 - f. Curve data for the centerline of each street: Delta, Tangent, and Radius;
 - g. Location of all required sidewalks and crosswalks;
 - h. Location of all proposed utilities.
 - i. Size and location of side drains required for each lot.
 - j. A legal description of all roadways proposed.

- (2) Storm Drainage Plan containing all of the following information:
- a. Location of proposed drainage ways, streams, and ponds in the subdivision;
 - b. Topography at suitable contour intervals, as approved by the County Engineer, to show proposed drainage;
 - c. Location, size, and invert elevations of proposed drainage structures including culverts, bridges, pipes, drop inlets, and top elevations of head walls, etc., showing details on Drainage Plan, including conduit schedule;
 - d. Construction details of typical manholes, connections, and other drainage structures proposed;
 - e. Area of land contributing run-off to each drainage structure along with run-off calculations and applicable coefficients depending on method used [i.e. Rational method: runoff coefficient (C), rainfall intensity (I), catchment area (A), and the discharge at the structure (Q)].
 - f. Location of easements and rights-of-way for drainage ways and maintenance access thereof;
 - g. Typical cross-sections of each drainage way;
 - h. Direction of water flow throughout subdivision and compatibility with existing drainage.
- (3) Sanitary Sewer Plan, if applicable, containing the location of all existing and proposed sewers, location of sewer laterals, location of each manhole and other sewage system appurtenances including lift stations, oxidation ponds, and treatment plants, and the plan and profile of the sewage system. Construction details of typical manholes, connections, and other proposed sewage structures should also be shown.
- (4) Water Distribution Plan containing the location and size of water distribution system including pipes, valves, fittings, hydrants, high-pressure pumping equipment, etc.
- (5) Electric Distribution Plan containing the location of all poles or subsurface facilities as necessary to serve each lot or parcel of land within the subdivision.
- (6) Gas Distribution Plan, if applicable, containing the location of all above ground and subsurface facilities as necessary to serve each lot or parcel of land in the subdivision.
- (7) Digital Copy of the Plat in a format acceptable to the Etowah County Engineer.

SECTION 4-3 FINAL PLAT REQUIREMENTS

The final plat shall be identical to the proposed plat with the exception of the certificate detailed in Section 4-2-18(b) which is for proposed plat submission. This certificate shall be replaced with the appropriate certificate for final plat submission found in Appendix I.

ARTICLE V

DEVELOPMENT STANDARDS

- 5-1 MINIMUM STANDARDS
- 5-2 GENERAL REQUIREMENTS
- 5-3 ROAD OR STREET PLAN
- 5-4 DESIGN STANDARDS
- 5-5 BLOCKS
- 5-6 LOTS

SECTION 5-1 MINIMUM STANDARDS

In addition to the requirements established herein, the following minimum requirements are established for all subdivision plats:

- (1) All applicable statutory provisions;
- (2) The special requirements and rules of the Health Department and/or appropriate state agencies;
- (3) The rules and standards of the Alabama Department of Transportation if the subdivision or any lot contained therein abuts a state highway;
- (4) The rules and standards of the Alabama Department of Environmental Management (ADEM) and any other appropriate state or federal agencies;
- (5) The standards and regulations adopted by all boards, commissions, agencies, and officials of Etowah County;
- (6) The standards, specifications and rules of appropriate utility companies.

Plat approval may be withheld if the subdivision is not in conformity with the above guidelines or the policy and purpose of these regulations as established in Article I of these regulations.

SECTION 5-2 GENERAL REQUIREMENTS

5-2-1 CHARACTER OF THE LAND

Development of any land within the floodplain shall be governed by the Etowah County Flood Damage Prevention Ordinance. This ordinance shall supplement these regulations to govern

floodplain/ floodway issues.

5-2-2 SUBDIVISION NAME

The proposed name of the subdivision shall not duplicate, or too closely approximate phonetically, the name of any other subdivision in the area covered by these regulations. The County Engineer shall have final authority to reject the name of the subdivision. Such rejection shall be made at the Proposed Plat Review stage.

5-2-3 WATERBODIES AND WATERCOURSES

If a tract being subdivided contains a water body, or portion thereof, lot lines shall be so drawn as to distribute the entire ownership of the water body among adjacent lots. The County Engineer may approve an alternative plan provided the ownership of and responsibility for safe maintenance of the water body is so placed that it will not become a County responsibility. No public roadways will be approved which provide access across dams nor will any part of a lake dam be allowed on the public road right-of-way.

SECTION 5-3 ROAD OR STREET PLAN

The arrangement, character, extent, location, and grade of all roads shall be laid out according to good land planning principles and shall be integrated with all existing and planned roads. Consideration for the planning of new roads shall include topographical conditions, orientating to vistas, public convenience and safety, and the proposed uses of land to be served by them. All lots must have access to a city, county, or state road as defined in Section 2-1-1.

5-3-1 CONTINUATION OF ADJOINING ROAD SYSTEM

Proposed new roads shall extend existing roads or their projections at the same or greater width, but in no case less than the minimum required width, unless for reasons of topography or design, the County Engineer deems variations necessary.

5-3-2 MARGINAL ACCESS ROADS

Where, in the opinion of the County Engineer, development which abuts or has included within the proposed subdivided area any arterial, the County Engineer may require a marginal access road or other treatment which may be necessary to provide for the adequate protection of properties, and to afford separation of through and local traffic.

5-3-3 ADDITIONAL WIDTH ON EXISTING ROADS:

Subdivisions that adjoin existing streets with inadequate right-of-way shall dedicate additional right-of-way to meet the minimum street width requirements.

- (1) The entire right-of-way shall be provided where any part of the subdivision is on both sides of the existing street.
- (2) When the subdivision is located on only one side of an existing street, a minimum of one-half (1/2) of the required right-of-way, measured from the centerline of the existing street, shall be provided.

5-3-4 ROAD NUMBERS/ NAMES

Proposed roads, which are obviously in alignment with others existing and numbered, shall bear the assigned number of the existing roads. The County Engineer and/or the Etowah County 911 Board shall assign Road numbers / names.

5-3-5 VACATING A ROAD OR EASEMENT

Vacation of a road or easement shall be in accordance with the procedures set out in Code of Alabama 1975, § 23-4-1 et seq., if by the county, and Code of Alabama 1975, § 23-4-20 et seq., if by abutting land owners.

5-3-6 FRONTAGE ON IMPROVED ROADS

No subdivision shall be approved unless the area to be subdivided shall have frontage on, and access from an existing maintained state, county or city road.

Where a proposed subdivision, addition or extension of an existing subdivision or development has no frontage on an existing public road, the Owner or Developer must provide and dedicate suitable rights of way, for ingress and egress. This connecting road becomes part of the road system of the proposed subdivision or development and is subject to all regulations set out herein.

5-3-7 TOPOGRAPHY AND ARRANGEMENT

- (1) All proposed roads shall be properly integrated with the existing system of roads.
- (2) All arterials shall be properly related to special traffic generators such as industries, business districts, schools, churches, and shopping centers; to population densities, and to the pattern of existing and proposed land uses.
- (3) Minor roads as defined in Section 2-1-44 shall be laid out to conform as much as possible to the topography, to discourage use by through traffic, to permit efficient drainage and utility systems, and to require the minimum number of streets necessary to provide convenient and safe access to property.
- (4) The rigid rectangular gridiron street pattern need not necessarily be adhered to, and the use of curvilinear streets, cul-de-sacs, or U-shaped roads shall be encouraged where such use will result in a more desirable layout.

- (5) Proposed roads shall be extended to the boundary lines of the tract to be subdivided, unless prevented by topography or other physical conditions, or unless in the opinion of the County Engineer, such extension is not necessary or desirable for the coordination of the layout of the subdivision or with the existing layout of the most advantageous future development of adjacent tracts.
- (6) In business and industrial developments, the roads and other access ways shall be planned in connection with the grouping of buildings, location of rail and port facilities, and the provision of alleys, truck loading and maneuvering area, and walks and parking areas so as to minimize conflict of movement among the various types of traffic, including pedestrian.

5-3-8 ACCESS TO ARTERIALS

Where a subdivision borders on or contains an existing or proposed arterial, the County Commission may require that access to such arterial be limited by one of the following means:

- (1) The subdivision of lots so as to back onto the arterial and front onto a parallel minor road; with no access to be provided from the arterial, and screening to be provided in a strip of land along the rear property line of such lots;
- (2) A series of cul-de-sacs, U-shaped streets, or short loops entered from and designed generally at right angles to such a parallel street, with the rear lines of their terminal lots backing onto the arterial;
- (3) A marginal access or service road (separated from the arterial by a planting or grass strip and having access thereto at suitable points).

5-3-9 EXCESS RIGHT-OF-WAY OR EASEMENTS

Right-of-way or easement widths in excess of the standards designated in these regulations shall be required whenever, due to topography, additional width is necessary to provide adequate earth slopes. Such slopes shall not be in excess of three horizontal to one vertical.

5-3-10 RAILROADS, ARTERIALS, AND MAJOR THOROUGHFARES

Railroad rights-of-way, arterials, and expressways where so located as to affect the subdivision of adjoining lands shall be treated as follows:

- (1) In residential districts, a buffer strip at least 20 (twenty) feet in depth in addition to the normal depth of the lot required in the district shall be provided adjacent to the railroad right-of-way, arterial, or expressway. This strip shall be part of the platted lots and shall be designated on the plat with the statement, "This strip is reserved for screening. The placement of structures hereon is prohibited";

- (2) In areas proposed for business, commercial, or industrial uses, the nearest road extending parallel or approximately parallel to the railroad shall, wherever practical, be at a sufficient distance therefrom to ensure suitable depth for commercial or industrial sites;
- (3) Roads parallel to the railroad when intersecting a road that crosses the railroad at grade shall, to the extent practical, be at a distance of at least 150 feet from the railroad right-of-way. Such distance shall be determined with due consideration of the minimum distance required for future separation of grades by means of appropriate approach gradients. The railroad must also grant approval for any new or upgraded crossing.

5-3-11 CUL-DE-SACS

Dead end roads shall be provided with a turnaround having a roadway diameter of at least eighty (80) feet and a right-of-way diameter of at least one hundred (100) feet. They shall be provided with a transition radius of twenty-five (25) feet.

5-3-12 INTERSECTIONS

Road intersections shall be laid out as follows:

- (1) Adequate sight distance shall be provided at all intersections. For Average Daily Traffic (ADT) less than 2500, the Alabama Department of Transportation's (hereinafter "ALDOT") "County Road Design Policy" shall be used. [Example: A 35 mph design speed for the through road would translate into 355 feet of required sight distance.] For roads with ADT over 2500, the American Association of State Highway and Transportation Officials (AASHTO) "A Policy on Geometric Design of Highways and Streets" shall be used. [Example: A 35 mph design speed for the through road would need 400 feet of required sight distance.]
- (2) Roads shall be laid out so as to intersect as nearly as possible at right angles. A proposed intersection of two (2) new roads at an angle of less than seventy-five (75) degrees shall not be acceptable. An oblique road should be curved approaching an intersection and should be approximately at right angles for at least one hundred (100) feet therefrom. Not more than two (2) roads shall intersect at any one point unless specifically approved by the County Commission;
- (3) Proposed new intersections along one side of an existing road shall, wherever practical, coincide with any existing intersections on the opposite side of such street. Road jogs with centerline offsets of less than 125 feet shall not be permitted except where the intersected road has separated dual drives without median breaks at either intersection. Where minor roads intersect collector or arterials, their alignment shall be continuous. Intersections of arterials shall be at least eight hundred (800) feet apart. Where a road intersects a state highway, the design standards of the Alabama

- Department of Transportation shall apply;
- (4) Minimum curb radius at the intersection of two (2) minor roads shall be at least thirty (30) feet; and minimum curb radius at an intersection involving a collector road shall be at least thirty-five (35) feet;
 - (5) Intersections shall be designed with a flat grade wherever practical. In hilly or rolling areas, at the approach to an intersection, a leveling area shall be provided having not greater than a five percent (5%) grade at a distance of fifty (50) feet, measured from the nearest edge line of pavement of the intersecting road;
 - (6) The cross-slopes on all roads, including intersections, shall be five percent (5%) or less;
 - (7) Property lines at road intersections shall be rounded with a minimum radius of twenty-five (25) feet.

SECTION 5-4 DESIGN STANDARDS

Regardless of whether or not the developer intends to seek county acceptance of roads in the subdivision, the following design standards shall be considered minimum decision requirements for all subdivisions. It is the responsibility of the developer to communicate and schedule with the County Engineer prior to initiating any and all steps of the road building process. In addition to other penalties prescribed by law and by these regulations, any road construction performed without the knowledge and inspection of the County Engineer will not be considered for acceptance by the county. Refer to Section 5-4-4(1) for notification of work requirements and Section 1-1 regarding acceptance of roads and streets for county maintenance.

If the county establishes separate requirements for non-residential subdivisions, they shall be such as the County Engineer deems appropriate, but shall in no event be less than the requirements of residential subdivisions, unless the developer is granted a variance under the procedures set out in Article XIII.

5-4-1 RIGHT-OF-WAY WIDTHS

Minimum street right-of-way widths shall be not less than sixty (60) feet on roadway with an open ditch. Minimum street right-of-way widths shall be not less than fifty (50) feet on a roadway with curb and gutter section. All roadways shall be in the center of the right-of-way. A ten (10) feet utility easement will be required on any new roadway section on both sides of the right-of-way.

5-4-2 PAVEMENT WIDTHS

All roads shall have a minimum pavement width of twenty (20) feet with a minimum shoulder width of four (4) feet. If curb is used, a minimum pavement width of twenty-four (24) feet from inside edge

of gutter to inside edge of gutter with a minimum shoulder width of four (4) foot back of curb is to be used.

5-4-3 GEOMETRIC DESIGN

(1) TYPICAL SECTIONS

Standard Section (Ditch) – See Appendix VI
Curb Section- See Appendix VI

(2) ROADS WITH LESS THAN 2500 ADT

All streets shall be designed to conform to the Alabama Department of Transportation “County Road Design Policy, Design Criteria for New and Reconstructed Roadways and Bridges with less than 2,500 ADT”. Design speed shall be a minimum of twenty (20) miles per hour. Maximum grade allowed for any roadway is fifteen (15) percent, and the minimum curve radius shall be one hundred twenty five (125) feet.

(3) ROADS WITH GREATER THAN OR EQUAL TO 2500 ADT

All streets shall be designed to conform to AASHTO’s “A Policy on Geometric Design of Highways and Streets”.

(4) CLEAR ZONE REQUIREMENTS

All streets shall have a minimum of a ten (10) foot clear zone.

Any specifications for geometric design not covered by these regulations shall be governed by the applicable publication listed above.

5-4-4 ROAD CONSTRUCTION REQUIREMENTS

Construction of all roads shall meet the following minimum requirements and conform to the Alabama Department of Transportation’s “Standard Specifications for Highway Construction”. Best Management Practices for erosion control shall be used throughout construction and development. The developer shall be responsible for all erosion control in accordance with ADEM regulations and for securing any required permits by ADEM. A copy of the ADEM permit should be provided to the county prior to work beginning.

(1) Notification of Work: It shall be the duty and responsibility of the developer or contractor to give written notice to the County Engineer or his authorized agent, one working day prior to starting any phase of road construction. The developer or contractor shall notify the County Engineer or his authorized agent in writing the day work is resumed after a delay of more than five (5) working days. This includes all

phases of construction, clearing, grading, drainage, gutters, inlets, base, surfacing and any work that pertains to the street, road or development. **FAILURE TO NOTIFY AS SPECIFIED MAY BE GROUNDS FOR NONACCEPTANCE.**

- (2) Testing: The County Engineer shall determine which tests shall be scheduled and performed and shall notify the developer. The tests normally consist of, but are not limited to: gradation; moisture; compaction; and asphalt analysis of road building materials. The developer shall notify the County Engineer, or his designee, twenty-four hours prior to any required tests. The County Engineer shall select a testing firm to complete all necessary tests. The developer may employ its own testing company, but all testing costs performed on behalf of the county shall govern acceptance and shall be reimbursed to the county before final plat approval is given or considered.
- (3) All testing shall be conducted by an independent testing laboratory selected and employed by the County Engineer and Etowah County. Copies of all test reports are to be provided to the County Engineer before additional construction occurs. In the event problems exist that require remedial actions or design, the developer shall be required to submit appropriate engineering plans to the County Engineer before construction will be allowed to proceed.
- (4) Clearing and Grubbing: All roads shall be graded to their full right-of-way width. All areas shall be cleared of all vegetation, trees, stumps, large rocks and other objectionable or unsuitable material prior to grading or filling unless otherwise approved, in writing, by the County Engineer;
- (5) Slope Paving: Slope paving shall be required in ditches as determined necessary by the County Engineer. At a minimum, all ditches with slopes less than one (1) percent or greater than ten (10) percent shall include slope paving. Other alternatives must be approved by the County Engineer;
- (6) Embankment Sections: The County Engineer will have the right to approve all borrow sources; however this does not relieve the developer from full responsibility for the quality of material used. Material shall be of AASHTO Classification A-4 or better (Classification chart in Appendix VII). Roadway fill or embankment of earth material shall be placed in uniform layers, full width, and not exceeding eight inch thickness (loose measurement). Each layer shall be compacted so that a uniform specified density is obtained. The embankment may be inspected by proof rolling, under the supervision of the County Engineer or his/her designee, with a fully loaded tandem axle dump truck to check for soft or yielding areas. Compaction tests shall be run at the frequency and location as directed by the County Engineer. Additional layers of fill shall not be added until directed by the County Engineer. For other than fill sections of earth material refer to Section 210 and Section 306 of the "Alabama Department of Transportation Standard Specifications for Highway Construction." The County Engineer or his representative shall inspect fill sections prior to placing the subgrade material. The developer shall contact the County Engineer at least two (2) days in

advance of placement of the subgrade. Maximum slope allowed on an embankment shall be three to one (3:1);

- (7) Subgrade: The subgrade shall be compacted and properly shaped prior to the placing of base materials. The top six (6) inches of the roadbed shall be modified, with the work being performed under Section 230 Roadbed Processing, of the "Alabama Department of Transportation Standard Specifications for Highway Construction". It shall be full width of regular section and extend two (2) feet outside of curb and gutter and/or valley gutter sections. Curb sections are thirty-two (32) feet in width, while open ditch roadway sections are twenty-eight (28) feet in width. The subgrade may be inspected by proof rolling, under the supervision of the County Engineer or his/her designee, with a fully loaded tandem axle dump truck to check for soft or yielding areas. Any unsuitable materials shall be removed and replaced with a suitable material compacted to density requirements in accordance with Section 5-4-4(6) of these regulations. Suitable material shall be determined by the County Engineer. The County Engineer or his representative shall inspect subgrade prior to placing the base course. The developer shall contact the County Engineer at least two (2) days in advance of placement of the base.
- (8) Base: Base course shall meet the requirements for crushed aggregate as set forth in section 301 of the Alabama Department of Transportation Standard Specifications for Highway Construction. Base course shall have a minimum thickness of six (6) inches compacted thickness for curb sections, and a minimum thickness of eight (8) inches for ditch sections, full width of regular section and shall extend two (2) feet outside of curb sections. Regular sections are twenty-eight (28) feet in width, while curb sections are thirty-two (32) feet in width. The density requirements for compaction shall be in accordance with Section 306 of the Alabama Department of Transportation Standard Specifications for Highway Construction. The County Engineer or his representative shall inspect the base layer prior to placing the overlaying layer. The base section may be inspected by proof rolling, under the supervision of the County Engineer or his/her designee, with a fully loaded tandem axle dump truck to check for soft or yielding areas. The developer shall contact the County Engineer at least two (2) days in advance of placement of the overlaying layer. If the developer wishes to vary from any subgrade, embankment, or base layer requirements a California Bearing Ratio must be performed, and a geotechnical report stating the proposed buildup must be submitted to the County Engineer for a variance.
- (9) Roadbed Width: The minimum roadbed width shall be twenty-eight (28) feet for standard sections and thirty-two (32) feet for curb sections.
- (10) Roadway Pavement: All roads and/or streets shall be paved and comply with the following:
 - a. The minimum pavement width shall be not less than twenty (20) feet on standard sections and twenty-four (24) feet for curb sections. Type of curb to be used shall be approved by the County Engineer.

- b. A bituminous pavement shall be constructed on a suitable base as approved by the County Engineer. Minimum requirements for the bituminous pavement shall be a double bituminous surface treatment of KG or JG as covered in Section 401 of the ALDOT Standard Specifications for Highway Construction for ditch sections; or two hundred pounds per square yard (200 LBS/ SY) of Bituminous Concrete Plant Mix, Binder Layer type 424, with an overlay of a minimum of one hundred ten pounds per square yard (110 LBS/SY) of Bituminous Concrete Plant Mix, Wearing Surface type 424 for curb sections. The mix shall be approved by the County Engineer and be covered in the latest memorandum recommendation from the office of the ALDOT County Transportation Engineer or as specified by the ALDOT Standard Specifications for Highway Construction, latest edition. The placement of this minimum required bituminous pavement does not relieve the developer of meeting the current policy for acceptance of roads and streets by the Etowah County Commission. As covered in Section 1-1, the current policy is available from the office of the County Commission or the County Engineer.
- (11) Storm Drainage: An adequate storm drainage system based on a minimum twenty-five (25) year design storm including curb, pipes, culverts, headwalls, and ditches shall be provided for the drainage of surface water. All cross drains shall have sufficient length for required typical section and shall be installed according to ALDOT specifications. Minimum diameter of cross drain pipes shall be eighteen (18) inches. Cross drains shall be Class III, wire reinforced, concrete pipe and shall meet or exceed the current ALDOT specifications. Exit velocities of pipes/storm drains shall not exceed ten (10) feet per second (fps). Pipe shall have a sloped paved headwall. Curb inlets, drop inlets, and junction boxes shall be certified and designed by a licensed engineer.

Water will not be permitted to run along the road(s) more than five hundred (500) feet. In a curb and gutter section water shall not be allowed higher than the middle of the outside wheel path.

In a subdivision with streets or roads designed on a ditch cross section, developers or owners will not be able to install side drain pipes in the ditch section except to provide a driveway access to each lot. Driveway side drains shall be a minimum size of fifteen (15) inches and a minimum of twenty-four (24) feet long and a maximum of thirty-two (32) feet long. No more than two (2) driveway side drains will be allowed per lot. Where a lot has two (2) driveway side drains, they must be separated by at least thirty (30) feet.

Flood retention ponds or sedimentation ponds shall be located on private property and shall be denoted as such. Parcels of land containing either a flood retention pond or sedimentation pond shall be retained by the developer or home owner's association with the maintenance of said ponds to be the responsibility to remain with either the developer or home owner's association.

- (12) Installation of Utilities: After grading is completed and approved by the County Engineer and before any roadbed processing of the subgrade is performed all of the underground utilities within the roadway prism shall be installed completely and approved by the County Engineer throughout the length of the street and across the section. Once pavement is placed, it shall not be open cut except with written permission of the County Engineer. Any utility desiring to cross the road shall go over the road or dry bore under the road. All water lines located under pavement shall be encased. Backfill placed in utility trenches shall be as covered in Section 5-4-4 (6) of these regulations. Temporary easements for utility installation are covered in Section 4-2-1 (h). Easements for utilities shall be a minimum of at least ten (10) feet wide. The developer is encouraged, but not required, to place all utilities underground. All utility facilities existing and proposed throughout the subdivision shall be shown on the Proposed Plat. Proper coordination shall be established between the applicant and the applicable utility companies for the establishment of utility easements.
- (13) Signage of Subdivision: Proper signage in accordance with the "Manual of Uniform Traffic Control Devices" (MUTCD) shall be required and maintained in all subdivisions. The Developer will be responsible for the placement and maintenance of proper signage of new streets or roads until and unless the road is accepted into the county road system. A signage plan shall be submitted to the County Engineer for approval prior to the installation of any street signs. Regulatory and Warning Signs shall be in accordance with the Manual of Uniform Traffic Control Devices (MUTCD).

Additionally, the developer or owner of the subdivision is required to install a sign of reasonable size at the entrance of the subdivision stating "PRIVATE ROAD" and it is the responsibility of the developer or owners of the subdivision to maintain this sign until and unless the road is accepted by the county. It is also required that the plat and deeds have a statement printed on them stating that the streets are private in such a development.

- (14) Topsoil and Grassing: When all construction is completed, all slopes and shoulders shall be covered with a sufficient amount of topsoil and shall have a stand of permanent grass to prevent undue erosion, either by sprigging or seeding.
- (15) Widening and Realignment of Existing Roads: Where a subdivision borders an existing road with a right-of-way less than that specified in these regulations, the applicant shall be required to dedicate such additional areas for widening or realignment of such roads. The applicant shall dedicate existing substandard roads to the full width as required by these subdivision regulations.
- (16) Drainage Easements: Where a subdivision is traversed by a watercourse, drainage way, channel, or stream, there shall be provided a storm water easement or drainage right-of-way conforming substantially to the lines of such watercourse, and of such width and construction as will be adequate for the purpose. Minimum width of such drainage easements will be twenty (20) feet. Drainage easements shall not cross lots

with channelized water and should follow property lines only.

- (17) Encroachments: No permanent structure or object will be allowed on the right-of-way (i.e. non-breakaway signs, retaining walls, island medians, planter boxes, fences, trees, etc.). No non-breakaway mailboxes will be allowed on the right-of-way. The location and construction of all mailboxes shall conform to the rules and regulations of the U.S. Postal Service.

SECTION 5-5 BLOCKS

- (1) Blocks shall have sufficient width to provide for two (2) tiers of lots of appropriate depths. Exceptions to this prescribed block width shall be permitted in blocks adjacent to expressways, arterials, railroads, or waterways where single-tier lots are required to separate residential development from through vehicular traffic or non-residential uses;
- (2) Blocks shall not exceed fifteen hundred (1500) feet nor be less than five hundred (500) feet in length except as approved by the County Engineer or County Commission as a variance;
- (3) In long blocks, the County Engineer may require the reservation of an easement through the block to accommodate utilities, drainage facilities, or pedestrian traffic.
- (4) Pedestrian ways or crosswalks, not less than ten (10) feet wide, may be required by the County Engineer through the center of blocks more than eight hundred (800) feet long where deemed essential to provide circulation or access to schools, playgrounds, shopping centers, transportation, or other community facilities.
- (5) Blocks designed for industrial uses shall be of such length and width as may be determined suitable by the County Engineer for prospective use.

SECTION 5-6. LOTS

Residential lots shall comply with the following requirements:

- (1) The minimum lot size where public water and/ or sewer are not provided shall be determined by the regulations of the Health Department. (See required submittals in proposed and final plat application assemblies);
- (2) The subdivision plat shall provide each lot with satisfactory access as defined in Section 2-1-1;
- (3) Where land is subdivided into larger parcels than ordinary building lots, such parcels shall be arranged so as to allow for the opening of future roads and logical further

resubdivision;

- (4) Depth and width of properties reserved for commercial and industrial purposes shall be adequate to provide for off-road parking and loading for the use contemplated;
- (5) Double frontage lots shall be avoided, except where essential to provide separation of residential development from traffic arteries, or to overcome specific disadvantages to topography and orientation;
- (6) Each lot in a subdivision shall contain a flood-free building site as defined in the County's Flood Damage Prevention Ordinance.
- (7) The minimum building setbacks allowed shall be twenty (20) feet.

ARTICLE VI

INSTALLATION OF PERMANENT REFERENCE POINTS

6-1 PERMANENT REFERENCE POINTS

SECTION 6-1 PERMANENT REFERENCE POINTS

Prior to the signing of the Final Plat, permanent reference points shall have been placed in accordance with the following requirements and the Standards of Practice for Surveying in the State of Alabama:

6-1-1 SUBDIVISION CORNER TIE

At least one corner of the subdivision shall be designated by course and distance (tie) from an accepted corner of the Government Survey of Etowah County. The subdivision corner shall be marked with a monument and shall appear on the map with a description of bearings and distances from the Government Survey corner.

6-1-2 MONUMENTS

Concrete monuments four (4) inches in diameter or four (4) inches square and two (2) feet long with a flat top shall be set at all exterior corners that are located on the right-of-way of the subdivision and on the right of way lines at two locations along the interior roadways. The top of the monument shall have identifying cap of surveyor.

6-1-3 PROPERTY MARKERS

All lot corners not marked with a monument shall be marked with an iron pin not less than one-half (1/2) inch in diameter or in width, and eighteen (18) inches long, and driven so as to be flush with the finished grade. The top of the marker shall have identifying cap of surveyor. All lot pins shall be established prior to final approval of the plat.

ARTICLE VII

GUARANTEE OF CONSTRUCTION

- 7-1 **SURETY**
- 7-2 **CONSTRUCTION, INSPECTION AND CERTIFICATION**
- 7-3 **RELEASE OF GUARANTEE**

SECTION 7-1 SURETY

The developer or subdivider shall be responsible for all required infrastructure construction related to the subdivision. The developer shall be required to complete the full installation of all required infrastructure prior to the signing of the Final Plat along with providing financial guarantee of performance under conditions set out in these regulations prior to approval of the Proposed Plat.

The guarantee of performance by the subdivider shall be a surety in a form approved by the County Engineer and in the amount detailed in Section 3-4 of these regulations. If within twelve (12) months after filing said surety, the subdivider has not completed all necessary construction or if, in the opinion of the County Engineer, said construction have not been satisfactorily installed, the County may take such steps as may be necessary to require performance under the bond.

SECTION 7-2 CONSTRUCTION, INSPECTION AND CERTIFICATION

The County Engineer or his designee shall monitor and periodically inspect for defects in the construction of the required improvements. The developer shall pay to the County the inspection fee as set out in Section 1-3 and authorized by Code of Alabama 1975, § 11-24-3, and the County Engineer shall not sign the final plat unless such fees have been paid at the time of application for final plat approval. If the County Engineer finds upon inspection that any of the required improvements have not been constructed in accordance with the County's adopted construction standards and specifications, the developer shall be responsible for correcting any deficiencies prior to final plat approval. Wherever the cost of improvements is covered by a surety, the developer and the Surety Company shall be severally and jointly liable for completing or paying the cost of the improvements according to specifications.

Upon completion of the improvements, the applicant shall file with the County Engineer a statement stipulating the following:

- (1) That all required infrastructure construction is complete;
- (2) That these improvements are in compliance with the minimum standards specified by the County and the County Engineer for their construction;
- (3) That the developer knows of no defects in these improvements; and

- (4) That these improvements are free and clear of any encumbrances or liens.

SECTION 7-3 RELEASE OF GUARANTEE

Upon satisfactory completion of all improvements and approval by the County Engineer, the County Commission shall authorize the release of the improvement surety bond.

ARTICLE VIII

VARIANCES

8-1 GENERAL

8-2 CONDITIONS

SECTION 8-1 GENERAL

A variance may be granted in circumstances where the developer demonstrates that extraordinary hardships or practical difficulties, such as commercial development, may result from strict compliance with these regulations. The initial application for variance shall be made to the county engineer as part of the application for proposed plat approval. The County Engineer shall review the application and the circumstances, and make a recommendation in writing to the County Commission, with a copy provided to the developer, as to whether or not the variance should be granted. The engineer's report shall set out in detail the basis for the recommendation.

If the County Engineer recommends that the variance be granted, he or she may recommend that it be conditioned upon the developer complying with special requirements as set out in the variance approval. Where the county engineer has recommended granting the variance, the County Commission shall vote on the request along with proposed plat approval.

If the County Engineer recommends that the request for variance be denied, the developer may appeal that recommendation to the County Commission, which shall consider the issue at the next regularly scheduled County Commission meeting following notice of the recommendation. The county engineer or his or her designee shall be present at the County Commission meeting and shall present his or her reasons for recommending that the variance not be granted. The developer shall also be given an opportunity to be heard. A decision to grant the variance shall be made by recorded vote and shall require a majority of the membership of the County Commission.

In determining whether to grant the variance, the county engineer and the County Commission shall make findings based upon the evidence presented to it in each specific case that:

- (a) The granting of the variance will not be detrimental to the public safety, health, or welfare or injurious to other property;
- (b) The conditions for which the request for a variance is based are unique to the property for which the variance is sought and are not applicable generally to other property;
- (c) Because of the particular physical surroundings, shape, or topographical conditions of the specific property involved, a particular hardship to the owner, as distinguished from a mere inconvenience, would result if the strict letter of these regulations are carried out;

- (d) The variance will not in any manner vary the provisions of other adopted policies and regulations of Etowah County.

SECTION 8-2 CONDITIONS

In approving variances, the County Commission may require such conditions as will, in its judgment, secure substantially the objectives, standards or requirements of these regulations.

The County Commission shall not grant any variance within the floodway unless the developer submits a study prepared by a registered professional engineer certifying that no increase in the 100-year flood level would result from the proposed development.

ARTICLE IX

CONFLICT WITH PUBLIC AND PRIVATE PROVISIONS

9-1 PUBLIC PROVISIONS

9-2 PRIVATE PROVISIONS

SECTION 9-1 PUBLIC PROVISIONS

These regulations are not intended to interfere with, abrogate, or annul any other ordinance, rule, regulation, statute, or other provision of law. Where any provision of these regulations imposes restrictions different from those imposed by any other ordinance, rule, regulation, or other provision of law, the provisions of which are more restrictive or impose higher standards shall control.

SECTION 9-2 PRIVATE PROVISIONS

These regulations are not intended to abrogate any easement, covenant or any other private agreement or restriction; provided, however, that where the provision of these regulations are more restrictive or impose higher standards or regulations than such easement, covenant, or other private agreement or restriction, the requirements of these regulations shall govern. To the extent that any easement, covenant, or private agreement is not inconsistent with these regulations or any determinations made by the County Commission in approving a subdivision or in enforcing these regulations, such private provisions shall be operative and supplemental to these regulations; provided, however, that neither the County Commission nor the County Engineer shall be responsible for enforcing, regulating, or ensuring compliance with any such easement, covenant, or other private agreement or restriction.

ARTICLE X

LEGAL PROVISIONS

- 10-1 SEVERABILITY
- 10-2 SAVINGS PROVISION
- 10-3 INCORPORATION BY REFERENCE
- 10-4 AMENDMENT PROCEDURE FOR COMMISSION

SECTION 10-1 SEVERABILITY

If any part or provision of these regulations is adjudged invalid by any court of competent jurisdiction, such judgment shall be confined to its terms and shall not affect or impair the validity of the remainder of these regulations or their application to other persons or circumstances.

SECTION 10-2 SAVINGS PROVISION

Except as expressly provided in these regulations, these regulations shall have prospective application only and shall not be construed as abating, modifying, or altering any action, including any penalty, pending under any subdivision regulations in existence on the effective date of these regulations. These regulations shall not affect the rights or liability of any person, firm, or corporation, nor operate as a waiver of any right of the County under any section or provision existing at the time of adoption of these regulations. Notwithstanding the foregoing, any application for plat approval made after the County Commission's adoption of these regulations which is pending on the effective date of these regulations shall be reviewed, approved, or disapproved in accordance with these regulations, provided that the owner or developer was given written notice at the time of application that these regulations would be utilized in the approval of the subdivision's design and development.

SECTION 10-3 INCORPORATION BY REFERENCE

Code of Alabama 1975, § 11-24-1 *et seq.*, Code of Alabama 1975, § 11-52-30, and Code of Alabama 1975, § 40-12-10 are attached hereto as Appendix IV, and are hereby specifically incorporated by reference and made a part of these regulations.

SECTION 10-4**AMENDMENT PROCEDURE FOR COMMISSION**

The County Commission may adopt amendments to these regulations at a regularly scheduled meeting of the County Commission. In addition, the amendments shall not take effect for thirty (30) days after the action of the County Commission. Amendments adopted by the County Commission shall not apply to any plat submitted prior to the date that the amendments take effect.

APPENDIX I
SAMPLE CERTIFICATES

Example A

(Proposed Plat)

CERTIFICATE OF ENGINEERING DESIGN BY A PROFESSIONAL ENGINEER

I, _____, a professional engineer licensed in the State of Alabama, License Number _____, do hereby certify that the streets and drainage system for _____ Subdivision have been designed under my supervision.

I further certify that the drainage system has been designed to meet the _____ year storm criteria. This design will ensure that all drainage waters occurring during a storm of less than _____ year storm magnitude will flow within the rights-of-way or drainage easements indicated as such on the official plat for this subdivision.

I further certify that the streets are designed for a design speed of _____ to meet applicable design criteria for safety, geometry, profile, and typical sections according to the Alabama Department of Transportation's "County Road Design Policy."**

NAME _____

P.E.# _____

TITLE _____

FIRM _____

DATE _____

** Refer to Section 5-4-3 for correct design criteria depending on ADT.

Example B

(Final Plat)

SURVEYOR'S CERTIFICATE AND DESCRIPTION OF LAND PLATTED

STATE OF ALABAMA
COUNTY OF _____

I, (name of surveyor), a Licensed Professional Land Surveyor in the State of Alabama, for (Survey Company) state that this is a plat of an actual field survey of lots through , inclusive of (Name of Subdivision), more particularly described as follows:

DESCRIPTION
(Out boundary Description)

I hereby certify that all parts of this survey and drawing have been completed in accordance with the current requirements of the Standards of Practice for Surveying in the State of Alabama to the best of my knowledge, information, and belief.

This the _____ day of _____, 20____.

_____(Signature of Surveyor)_____

_____(Typed Name of Surveyor)_____

Alabama License #_____

Note: One of the following notary's acknowledgments must appear for each Surveyor's Certificate (see example E-1 and E-2). Surveyor's name should be used in the Acknowledgement.

Example C

(Final Plat)

ENGINEER'S CERTIFICATE OF ENGINEERING DESIGN AND CONSTRUCTION

I, _____, a professional engineer licensed in the State of Alabama, License Number _____, do hereby certify that the streets and drainage system for _____ Subdivision have been designed and constructed under my supervision in accordance with the construction plans submitted to the County Engineer.

I further certify that the drainage system has been designed and constructed to meet the _____ year storm criteria. This design will ensure that all drainage waters occurring during a storm of less than _____ year storm magnitude will flow within the rights-of-way or drainage easements indicated as such on the official plat for this subdivision.

I further certify that the streets are designed and constructed for a design speed of _____ to meet applicable design criteria for safety, geometry, profile, and typical sections according to the Alabama Department of Transportation's "County Road Design Policy." **

I further certify that I have checked all test reports and that all base material, concrete, and asphalt have been installed in accordance with the typical sections, profiles and plan details and meet minimum requirements as set out in the most current edition of the State of Alabama Department of Transportation's Standard Specifications for Highway Construction.

I further certify that all Federal and State permits required for construction of the subdivision were obtained and complied by during construction.

NAME _____

P.E.# _____

TITLE _____

FIRM _____

DATE _____

** Refer to Section 5-4-3 for correct design criteria depending on ADT.

Example D

(Final Plat)
DEDICATION

I, _____, the owner(s) of said lands surveyed by _____, do hereby certify that title was and is vested in said owner(s) and join in the foregoing statement made by said _____, and as stated in Code of Alabama 1975, § 35-2-50 et seq., do hereby certify that it was and is my (our) intention to divide said lands into lots as shown by said plat and do hereby dedicate, grant, and convey for public use the streets, alleys and public grounds as shown on said plat.

Signed and sealed in the presence of:

Property Owner

Note: One of the following notary's acknowledgments must appear for each Dedication Certificate (see example E-1 and E-2). Owner's name should be used in Acknowledgement.

In cases where a subdivision is to remain private, the above dedication (Example D) shall state that the "streets, alleys, and public grounds shall remain private grounds as shown on said plat."

Example of (E-1)

ACKNOWLEDGMENT

STATE OF ALABAMA)
COUNTY OF _____)

I, _____, Notary Public in and for said County, in said State, hereby certify that (corporate officer's name), whose name as (title) of the (corporation name), is signed to the foregoing instrument, and who is known to me, acknowledged before me on this day that, being informed of the content of the instrument, he/she as such officer and with full authority, executed the same voluntarily for and as the act of said corporation.

GIVEN under my hand and official seal this _____ day of _____, 20____.

NOTARY PUBLIC

Example of (E-2)

ACKNOWLEDGMENT

STATE OF ALABAMA)
COUNTY OF _____)

I, _____, Notary Public in and for said County, in said State, hereby certify that (owner's or surveyor's name), whose name is signed to the foregoing instrument, and who is known to me, acknowledged before me on this day that, being informed of the content of the instrument, executed the same voluntarily.

GIVEN under my hand and official seal this _____ day of _____, 20____.

NOTARY PUBLIC

Example F

(Final Plat)

CERTIFICATE OF APPROVAL BY THE (insert name of electric utility)

The undersigned, as authorized by the (name of electric utility) hereby approved the within plat for the recording of same in the Probate Office of _____ County, Alabama, this _____ day of _____, 20____.

(Electric utility authorized signature)

Example G

(Final Plat)

**CERTIFICATE OF APPROVAL BY THE
(insert name of water and sewer, if available, utility)**

The undersigned, as authorized by the (name of water and sewer utility) hereby approved the within plat for the recording of the same in the Probate Office of _____ County, Alabama, this the _____ day of _____, 20____.

(water and sewer utility authorized signature)

Example H

(Final Plat)

CERTIFICATE OF APPROVAL BY THE COUNTY ENGINEER

The undersigned, as County Engineer of the County of _____, Alabama, hereby certifies approval of this plat for the recording of same in the Probate Office of _____ County, Alabama, this _____ day of _____, 20____.

County Engineer
County of _____, Alabama

Example I

(Final Plat)
**CERTIFICATE OF APPROVAL BY THE _____ COUNTY HEALTH
DEPARTMENT**

The undersigned, as authorized by the _____ County Health Department, Alabama. hereby certifies this subdivision meets the approval of the _____ County Health Department subject to certain conditions of approval and/or lot deletions on file with the said health department, which conditions are made a part of this approval as if set out hereon. I hereby approve the within plat for the recording of same in the Probate Office of _____ County, Alabama, this _____ day of _____, 20____.

Health Officer

Example J

(Final Plat)
CERTIFICATE FOR SUBDIVISION LOCATED IN A FLOOD ZONE

According to the FIRM for Etowah County, Alabama, map number _____ dated _____, part of this property lies within Zone _____ which is a special flood hazard area inundated by the 100-year flood. A development permit from the Etowah County Engineering Department will be required before construction begins (including but not limited to building, filling, grading, excavating, storage & accessory buildings) within the designated 100-year flood area.

APPENDIX II

SAMPLE FORMS

APPLICATION FOR PROPOSED PLAT REVIEW

DATE: _____

1. Name of Subdivision _____

2. Name of Applicant _____ Phone _____

Address _____

3. Owner of Record _____

Address _____

4. Engineer _____ Phone _____

Address _____

5. Land Surveyor _____ Phone _____

Address _____

6. Attorney _____ Phone _____

Address _____

7. Subdivision Location: _____

8. Total Acreage _____ Number of Lots _____

9. Has this plan been before the Commission in the past? _____ If yes, have any changes been made since this plan was last before the Commission? _____

If so, describe the changes _____

10. List all adjacent property owner(s) name and addresses.

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

11. Attach four (4) copies of proposed plat.

12. Attach two (2) copies of construction plans.

APPENDIX III

AMENDMENTS

APPENDIX IV

APPLICABLE STATE LAWS

Section 11-24-1

Definitions; regulation of lots, streets, drainage, utilities, etc.; developer to reimburse utility for uneconomical placement.

- (a) When used in this chapter, the following words shall have the following meanings:
- (1) COUNTY. A political subdivision of the state created by statute to aid in the administration of government.
 - (2) COUNTY COMMISSION. The chief administrative or legislative body of the county.
 - (3) STREETS. Streets, avenues, boulevards, roads, lanes, alleys, viaducts, and other roads.
 - (4) SUBDIVISION. The development and division of a lot, tract, or parcel of land into two or more lots, plats, sites, or otherwise for the purpose of establishing or creating a subdivision through the sale, lease, or building development. Development includes, but is not limited to, the design work of lot layout, the construction of drainage structures, the construction of buildings or public use areas, the planning and construction of public streets and public roads, and the placement of public utilities. A subdivision does not include the construction or development of roads or buildings on private property to be used for agricultural purposes.
- (b) The county commission or like governing body of each county in the state shall be authorized to regulate the minimum size of lots, the planning and construction of all public streets, public roads, and drainage structures and require proper placement of public utilities to be located in proposed subdivisions of land or in proposed additions to subdivisions of land existing at the time of the enactment of this chapter where the subdivisions are situated outside the corporate limits of any municipality in the county. The placement of public utilities shall not be inconsistent with the requirements of the Southern Standard Building Code, state and federal laws, and regulations of state and federal regulatory agencies. If the county commission or like governing body of any county shall require the placement of public utility facilities in any subdivision or addition thereto in a manner which is other than the most economical method available from an engineering standpoint, then the developer of the subdivision or addition shall reimburse the utility for the difference in cost between the method so required by the county governing body and the most economical method available.
- (c) The county commission or like governing body of each county in the state may establish a board of developers to make suggestions to the commission regarding the development and division of subdivisions. The board may advise the commission on the contents of the regulations, revisions that need to be made to the regulations, and assist in resolving disputes between the commission and developers.
- (1)(*Acts 1979, No. 79-553, p. 1002, §1; Acts 1997, No. 97-422, p. 718, §1.*)

Section 11-24-2

Submission, review, and approval of plats; permit.

(a) It shall be the duty of the owner and developer of each subdivision to have all construction completed in conformity with this chapter and, prior to beginning any construction or development, to submit the proposed plat to the county commission for approval and obtain a permit to develop as required in this section. The permit to develop shall be obtained before the actual sale, offering for sale, transfer, or lease of any lots from the subdivision or addition to the public, it must include a plan to deliver utilities including water, and shall only be issued upon approval of the proposed plat by the county commission. As a condition for the issuance of a permit, the county commission may require any of the following for approval of the proposed plat:

(1) The filing and posting of a reasonable surety bond with the county commission by the developers of the proposed subdivisions or proposed additions to guarantee the actual construction and installation are in accordance with approved plans for public streets, public roads, drainage structures, and public utilities.

(2) The names and addresses of each adjoining landowner and utility subject to the notice as provided in subsection (b).

(3) A permit fee, which shall not exceed twenty-five dollars (\$25).

(b) No proposed plat shall be approved or disapproved by the county commission without first being reviewed by the county engineer or his or her designee. Following the review, the county engineer or his or her designee shall certify to the commission whether the proposed plat meets the county's regulations. If the proposed plat meets the regulations, it shall be approved by the commission. Should the proposed plat be determined by the county engineer to be deficient in any regard, the county engineer shall detail the deficiency to the county commission along with a recommendation that it be disapproved. Notice of the recommendation of the engineer shall be sent to the owner or developer whose name and address appears on the submitted proposed plat by registered or certified mail at least 10 days before the recommendation shall be presented to the county commission for action. A similar notice shall be mailed to the owners of land immediately adjoining the platted land as their names appear upon the plats in the office of the county tax assessor and their addresses appear in the directory of the county or on the tax records of the county and to each utility affected thereby. Each utility notified in writing by the commission shall be given at least 10 days to review the proposed plat and submit a written report to the commission as to whether all provisions affecting the service to be provided by the utility are reasonable and adequate. If any utility affected by the proposed plat is not properly

notified then the approval or disapproval by the county commission shall not be valid until the affected utility has been given at least 10 days' notice prior to such approval or disapproval as provided by this subsection.

(c) In addition to the foregoing, once the owner or developer of all proposed subdivisions or proposed additions to existing subdivisions of land situated outside the corporate limits of any municipality in the county has met all requirements of the county's regulations, he or she shall submit the final plat of the developed subdivision or addition to existing subdivision to the county engineer for signature verifying that the subdivision or addition to existing subdivision meets the county's regulations. After the final plat has been signed by the county engineer, it shall be filed for record or received for filing in the office of the judge of probate. Subject to the penalties set out in Section 11-24-3, it shall be a violation of this chapter for the developer to file or to have filed any plat, deed, property description, or document of property transfer without full compliance with this section.

(d) Notwithstanding the provisions of subsections (a), (b), and (c), this section shall not apply to the sale, deed, or transfer of land by the owner to an immediate family member, except that, in the event that there is any sale, deed, or transfer of land by the owner or an immediate family member to someone other than an immediate family member, this chapter shall then apply to any subdivision of property as defined in subdivision (4) of subsection (a) of Section 11-24-1.

(2)(*Acts 1979, No. 79-553, p. 1002, §2; Acts 1997, No. 97-422, p. 718, §1; Act 2006-227, §1.*)

Section 11-24-3

Fines; injunctions; inspections; enforcement of chapter.

(a) Any owner or developer failing to comply with the permitting requirement or otherwise violating this chapter or any rule or regulation made pursuant to this chapter shall be fined one thousand dollars (\$1,000) per lot that has been sold, offered for sale, transferred, or leased to the public.

(b) In the event that the developer or owner fails to comply with this chapter, the county commission shall have the right to enjoin action of the developer or owner by a civil action for the injunction brought in any court of competent jurisdiction or, in the event that work on the subdivision has been completed, to bring action to compel the developer or owner to comply with this chapter. In addition to injunction, the county commission may recover the penalty as provided by this section in any court of competent jurisdiction.

(c) The county commission may employ inspectors and may request the county license inspector to see that its rules and regulations are not violated and that the plans and specifications for the minimum size of lots, the planning and construction of public streets, public roads, and drainage structures, and the placement of public utilities are not in conflict with the rules and regulations of the county. The county commission may charge inspection fees, not to exceed actual costs, to be paid by the owners of the property inspected.

(d) This chapter may be enforced by the county license inspector under Section 40-12-10, including issuing citations as provided in subsection (j) of Section 40-12-10 for failure to properly obtain the permit to develop required pursuant to subsection (a) of Section 11-24-2. The license inspector may issue subsequent citations for failure to properly obtain a permit to develop if, after 30 days following the issuance of the previous citation for the same violation, the owner or developer of the subdivision has not made proper application for a permit pursuant to the requirements of this chapter. The applicable fines set out in subsection (a) shall be doubled and separately assessed against the owner or developer of the subdivision for each subsequent citation issued by the license inspector as provided herein.

(3)(*Acts 1979, No. 79-553, p. 1002, §3; Acts 1997, No. 97-422, p. 718, §1; Act 2006-227, §1.*)

Section 23-4-2

Procedure.

- (a) Whenever the governing body of a municipality or county proposes to vacate a public street, alley, or highway, or portion thereof, the governing body shall schedule a public hearing prior to taking final action and shall publish notice of the proposed hearing on the vacation in a newspaper of general circulation in the portion of the county where the street, alley, or highway lies once a week for four consecutive weeks in the county prior to deciding the issue at a regularly scheduled meeting of the governing body. A copy of the notice shall be posted on a bulletin board at the county courthouse and shall also be served by U.S. mail at least 30 days prior to the scheduled meeting on any abutting owner and on any entity known to have facilities or equipment such as utility lines, both aerial or buried, within the public right-of-way of the street, alley, or highway to be vacated. The notice shall describe the street, alley, highway, or portion thereof proposed to be vacated and also give the date, time, and location of the meeting of the governing body at which the proposed vacation is scheduled to be addressed. Any citizen alleging to be affected by the proposed vacation may submit a written objection to the governing body or may request an opportunity to be heard at the public hearing held as required herein.
- (b) If the governing body elects to vacate, it shall adopt a resolution which shall describe with accuracy the street, alley, or highway, or portion thereof, to be vacated and shall give the names of the owner or owners of the abutting lots or parcels of land and also the owner or owners of such other lots or parcels of land, if any, which will be cut off from access thereby over some other reasonable and convenient way. The resolution shall further set forth that it is in the interest of the public that such street, alley, or highway, or portion thereof, be vacated and shall be filed in the probate court of the county. In counties which elect the members of the county commission by single-member districts, the motion to approve the vacation shall be made by the commissioner in whose district the portion of the public street, alley, or highway to be vacated is located. The vacation shall not deprive other property owners of any right they may have to convenient and reasonable means of ingress and egress to and from their property, and if that right is not afforded by the remaining streets and alleys, another street or alley affording that right must be dedicated. The filing of the resolution as required herein shall operate as a declaration of the governing body's vacation and shall divest all public rights and liabilities,

including any rights which may have been acquired by prescription, in that part of the public street, alley, or highway vacated. Title and all public rights, including the right to close the street, alley, or highway vacated, shall vest in the abutting landowners. Entities with utility lines, equipment, or facilities in place at the time of vacation, shall have the right to continue to maintain, extend, and enlarge their lines, equipment, and facilities to the same extent as if the vacation had not occurred. Notice of the governing body's action shall be published once in a newspaper in the county no later than 14 days after its adoption.

(4)(*Acts 1931, No. 49, p. 62; Code 1940, T. 56, §27; Act 2004-323, p. 548, §1.*)

APPENDIX V

ACCEPTANCE OF ROADS AND STREETS FOR COUNTY MAINTENANCE

ACCEPTANCE OF ROADS AND STREETS FOR COUNTY MAINTENANCE

As stated in Section 1-1, the purpose of these regulations is not to provide acceptance of roads into the county maintenance system, but rather to provide the approval of the design and layout of a proposed subdivision as required by Code of Alabama 1975, 11-24-1.

The Etowah County Commission, by Resolution, has adopted the road design standards of these Subdivision Regulations as part of their acceptance policy for roads and streets.

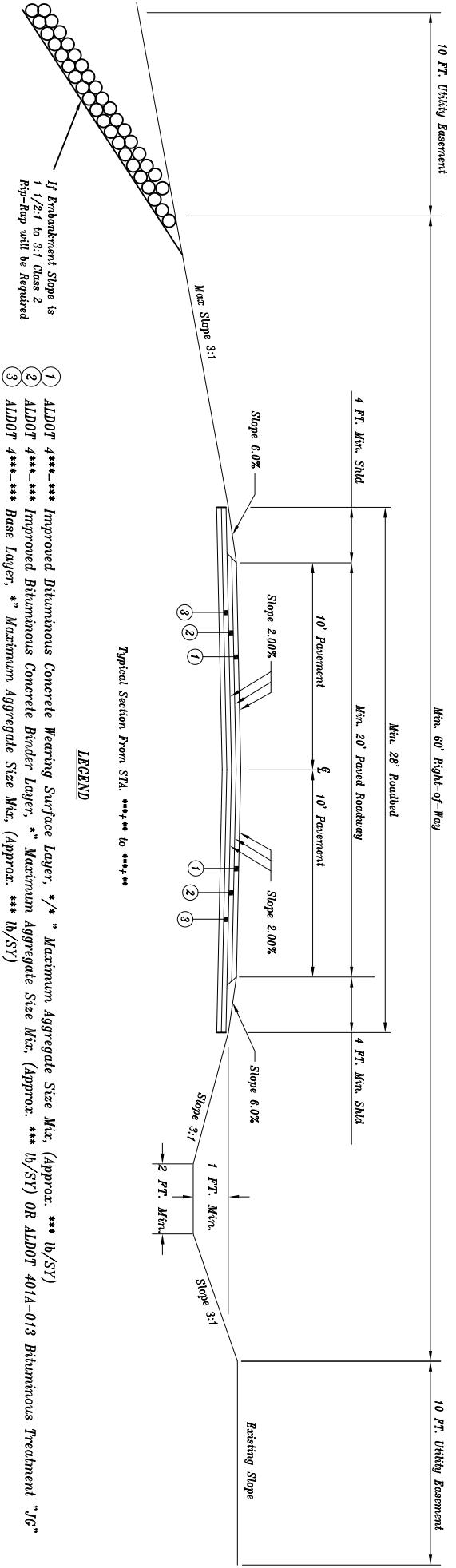
After the Subdivision receives Final Approval from the County Commission and the roadway pavement meets acceptance requirements, the developer or owner may request, in writing, to the County Engineer for the start of the maintenance period. A maintenance bond in the amount of ten (10) percent of the cost of improvements should be included with the request for the start of the maintenance period. After County Commission Approval, the developer shall maintain this road(s) for the maintenance period. The maintenance period shall be defined as a period of three (3) years. At the end of this maintenance period, the developer or owner shall request acceptance, in writing, to the County Engineer. The County Engineer shall conduct an inspection of the roadway and any deficiencies shall be corrected by the developer. After deficiencies have been corrected to the satisfaction of the County Engineer, the roadway will then be accepted and the County will begin maintenance of the road(s).

By adoption of this policy the County Engineer shall determine when the subdivision roads meet the County's acceptance policy and qualify for county maintenance.

APPENDIX VI

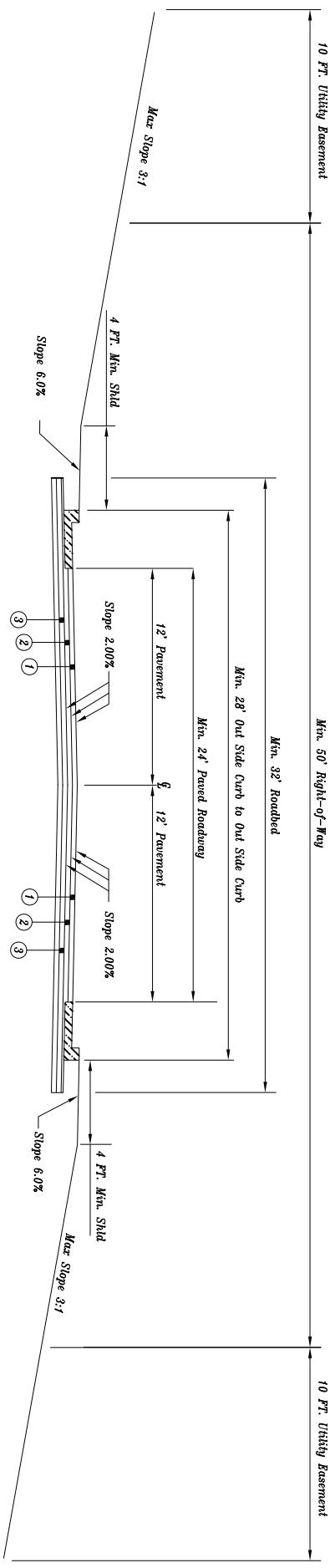
TYPICAL SECTIONS

TYPICAL SECTION
ETOWAH COUNTY
NOT TO SCALE



If Embankment Slope is
 $1/2:1$ to $3:1$: Class 2
 Rip-Rap will be Required

TYPICAL SECTION
ETOWAH COUNTY
NOT TO SCALE



Typical Section From STA. ***+** to ***+**

LEGEND

- 1 ALDOT 4***-*** Improved Bituminous Concrete Wearing Surface Layer, /*" Maximum Aggregate Size Mix, (Approx. *** lb/SY)
- 2 ALDOT 4***-*** Improved Bituminous Concrete Binder Layer, *" Maximum Aggregate Size Mix, (Approx. *** lb/SY) OR ALDOT 401A-013 Bituminous Treatment "GC"
- 3 ALDOT 4***-*** Base Layer, * Maximum Aggregate Size Mix, (Approx. *** lb/SY)