



**Cabot Municipal Services**  
Planning & Environmental Division

1 City Plaza, Suite A  
Cabot, Arkansas 72023  
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June 27, 2019


Arkansas Department of Environmental Quality  
NPDES Branch, Office of Water Quality  
5301 Northshore Drive  
North Little Rock, AR 72118-5317

Re: City of Cabot MS4 (Permit #ARR040013)

Dear Kai Imamura,

Our office received your email from Wednesday, June 19, 2019 in regards to the Recertification Notice of Intent (NOI) for the City of Cabot. It is our understanding that the city's Stormwater Management Plan was due to be updated. I have enclosed our updated Stormwater Management Plan & all pertinent attachments. If you have any questions regarding any of this information, please do not hesitate to contact my office.

Thank you,

  
Joe Gunderman  
Director of Municipal Services

**RECEIVED**  
JUL 1 2019  
12:05 PM

### Recertification Notice of Intent (NOI)

#### Regulated Small Municipal Separate Storm Sewer Systems (MS4's) General Permit ARR040000

You must complete, certify, and sign this Recertification Notice of Intent (NOI) form and return it along with the updated Stormwater Management Program (SWMP) to the Department in order to continue permit coverage under the General Permit ARR040000. You must submit this form no later than July 1, 2019. Please keep a copy of this form for your records once completed and signed.

Permittee Name	Permit Tracking Number	AFIN
City of Cabot	ARR040013	88-00832

If any changes or additions need to be made to the information shown below, please update the new information in the corrections section below and/or attach documentation.

	Current Information in ADEQ's database	Corrections/Additions, If Needed
Small MS4 Physical Address	114 South First Street	
County	Lonoke	
Urbanized/Core Areas	Little Rock	
Receiving Stream	Un-named Tributary of Bayou Two Prairie, Hudson Branch, Four Mile Creek, Magness Creek	
Ultimate Receiving Stream	Arkansas River	
Contact Person & Title	Danny R. Clem, Public Works Director	Joe Gunderman, Director of Municipal Services
Telephone Number	(501) 743-1417	501-843-4819
Cognizant Official & Title	Danny R. Clem, Public Works Director	Joe Gunderman, Director of Municipal Services
Responsible Official & Title	William A. Cypert, Mayor	Ken Kincade, Mayor

Are the mailing and invoice addresses the same?

Yes or No\*

\*If "No," please provide invoice address:

Municipal Services  
#2 City Plaza, Suite A  
Cabot, AR 72023

Additional Comments: \_\_\_\_\_

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

I certify that I have read and will comply with all the requirements of the Regulated Small Municipal Separate Storm Sewer Systems (MS4's) General Permit ARR040000.

Responsible Official Name: Ken Kincade  
 Responsible Official Title: Mayor of Cabot  
 Responsible Official Signature: [Signature]  
 Date: 2/26/19

Return the NOI form to the address below or send it electronically to: [water.permit.application@adeq.state.ar.us](mailto:water.permit.application@adeq.state.ar.us) or via ePortal at the following web address: <https://eportal.adeq.state.ar.us/>

NPDES Permits Section, Office of Water Quality  
 Arkansas Department of Environmental Quality  
 5301 Northshore Drive  
 North Little Rock, AR 72118-5317

# STORMWATER MANAGEMENT PLAN

Prepared by:

City of Cabot

Municipal Services Department



Permit ARR040013

2020-2024 Update

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# STORMWATER MANAGEMENT PLAN

## General Information

### Background and Context

The Cabot Stormwater Management Plan (Stormwater Plan) has been developed to provide policy and management guidance for activities affecting stormwater throughout the City of Cabot (City). It is intended to help the City fulfill certain State and Federal water quality requirements, and to meet local water resources management objectives. Through the implementation of the policies and management practices embodied in the Stormwater Plan over time, Cabot hopes to preserve urban stormwater quality that negatively impacts local rivers and streams, and to develop and preserve the urban drainage infrastructure in a manner that meets the community's needs for years to come.

While the State and Federal regulatory programs place significant emphasis on improving water quality and the health of Arkansas' watersheds, Cabot, as a part of Un-named Tributary of Bayou Two Prairie, Hudson Branch, Four-mile Creek and Magness Creek, further emphasizes the need for local management of these resources occur in a manner that minimizes destructive long-term impacts to drainage infrastructure and the natural features that help protect water quality and control flooding.

### Description of the Permit Area

The City currently serves a growing population of 26,141, within the city limits. The geographic boundaries of the MS4 plan are the city limits, and the service area for stormwater planning encompasses approximately 20.4 square miles.

### Purpose of Plan

The Stormwater Plan characterizes The City's entire stormwater drainage system, including both the open and piped systems, their connections to the streams, and the overall condition of the system. This characterization is necessary to address relevant State and Federal regulatory requirements and it provides baseline information on which to develop focused stormwater management strategies. The Stormwater Plan establishes goals, policies and implementation actions that will achieve the City's long-term objectives in a way that is understandable to the public, usable by City staff and meets regulatory needs. Finally, the Stormwater Plan establishes a means for measuring, reporting and adaptively managing the City's water resources, by presenting benchmarks that will ensure meaningful progress, as well as ensuring compliance with applicable laws and permit requirements.

### Scope and Areas of Focus

The Stormwater Plan addresses stormwater quality management policies and management practices that are to be implemented in the City. The scope of the Stormwater Plan is determined primarily by the Federal MS4 permit requirements, but is intended to address local water resources issues as well. These areas of focus in the Stormwater Plan include:

- **ADEQ required Municipal Separate Storm Sewer System (MS4) Plan elements.** The NPDES Stormwater Program requires that the City submit a MS4 plan in order to acquire a MS4 permit to legally discharge stormwater to the waters of the State of Arkansas and the U.S.
- **Pollution incidents and unlawful (illicit) discharges to the City's stormwater drainage.** These discharges can be systematic (recurring) or episodic (occasional or one-time) discharges, and include pollutant runoff from parking lots, discharges from industrial outfalls, accidental spills, poor construction site management and a variety of ways people dump pollutants into street gutters or catch basins.
- **On-site management of stormwater to reduce the quantity of stormwater and pollution entering the drainage system.** Similar to the illicit discharges, events that cause flooding, system surcharges, or on-going pollutant loadings are possible both up and downstream from the city limits, and originate from a variety of causes. These include inadequacies in the type and design of infrastructure; inadequate maintenance; insufficient erosion and/or sediment control practices; and increases in impervious area without provision

for on-site infiltration of the stormwater into the ground. The City regulates these issues through implementation of the Cabot Unified Development Code within the city limits.

- **Public education geared toward broad community stewardship of water resources.** The Federal NPDES Stormwater Program places significant emphasis on public education as part of the long-term solution to the stormwater pollution. As such, education is a required element of the Stormwater Plan. The long-term success of the City's efforts will hinge on increased awareness and stewardship throughout the community. The Stormwater Plan will result in formal, organized educational and outreach efforts that are targeted broadly throughout the metropolitan area.
- **Reduction and prevention of pollution at City facilities and resulting from City activities and business practices.** The City provides services with a potential for creating water pollution, erosion and sedimentation. These include field activities such as ditch cleaning and excavating/maintenance activities, as well as activities at City facilities, such as vehicle and/or equipment washing and maintenance. The federal NPDES Stormwater Program requires the City to implement pollution prevention practices that reduce or eliminate stormwater pollution from City activities.
- **Public awareness and involvement in the City's Stormwater management program.** Broad awareness and participation in the development and implementation of the Stormwater Plan by the residents and local area businesses is a key component to ensure effectiveness of the Stormwater Plan. The Stormwater Plan includes a public involvement component in its development that meets the Federal NPDES program.

The Federal rules and, therefore, ADEQ's permit requirements, direct that the City's MS4 plan address six minimum areas, which are termed "Minimum Control Measures. These areas are broadly titled in the rules as follows:

1. Public Education and Outreach on Stormwater Impacts
2. Public Involvement and Participation
3. Illicit Discharge Detection and Elimination
4. Construction Site Stormwater Runoff Control
5. Post-construction Stormwater Management for New Development & Re-Development
6. Pollution Prevention in Municipal Operations

Under each of these areas described above, the City's MS4 plan must contain the following information:

- The structural and non-structural Best Management Practices (BMPs) that the permittee or another entity will implement for each of the stormwater Minimum Control Measures.
- The measurable goals and benchmarks for each of the BMPs including, as appropriate, the months and years in which the permittee will undertake required actions, including interim milestones and the frequency of the action
- The person or persons responsible for implementing or coordinating the BMPs for the permittee's MS4 plan.

### **Overview of Cabot's Stormwater Drainage Systems**

The City is responsible for implementing surface water management activities within its boundaries, including the planning, design, construction, operation and maintenance of the stormwater drainage system. The City performs all operation and maintenance on the public drainage system that is designed and constructed to City standards and located within easements or right-of-ways, or real property that has been conveyed or dedicated to the City. The City also maintains open channels throughout the city, and public outfalls to natural streams within the City's jurisdiction. The geographical area covered by this plan includes 20.4 miles roughly inside the Cabot city limits.

## **Goals and Policies**

### **Goal 1: Protect citizens and property from flooding.**

#### **Policies**

- 1.1 Maintain surface drainage in the City to reduce the threat of flooding, through proper maintenance of the City's stormwater drainage system and other infrastructure, with practices that are protective of water quality.
- 1.2 Through the development review process, ensure that new development incorporates adequate stormwater management and infrastructure to avoid up and downstream capacity and water quality problems.
- 1.3 Create and preserve open stormwater drainage networks, where feasible, to best accommodate peak storm flows while providing and maintaining flood storage capacity as well as promoting and improving water quality.
- 1.4 Adhere to standards, policies and practices which comply with Federal Emergency Management Agency (FEMA) Flood management Program requirements to ensure that the City maintains flood insurance coverage under this program.

### **Goal 2: Preserve and maintain surface waters, wetlands and riparian areas.**

#### **Policies**

- 2.1 Through the development plan review process, the City will ensure that development is protective of significant open waterways, wetlands and riparian areas that meet historical, existing and future needs.
- 2.2 The City will implement permitting programs, educational outreach, compliance inspection and enforcement activities as needed to reduce erosion, sedimentation, illicit discharges and other pollution impacts to the City's waterways.

### **Goal 3: Citizens, businesses and industries understand the need to protect water quality.**

#### **Policies**

- 3.1 The City will develop targeted education and outreach and technical assistance programs regarding practices and obligations for keeping debris and pollutants out of the stormwater drainage system and train stakeholder groups in appropriate erosion control and sediment prevention practices, as well as stormwater management BMPs.
- 3.2 The City will develop, implement and enforce appropriate development design, and municipal codes to address water quality compliance issues, including pollution, habitat and aesthetic issues to encourage the development of urban waterways that are positive amenities in the community.

### **Goal 4: Urban drainage ways become community amenities.**

#### **Policies**

- 4.1 The City will conduct education and outreach activities to appropriate target groups to increase understanding of the importance of maintaining safe and clean drainage ways, and to seek volunteers willing to be caretakers for water features near them.
- 4.2 The City will, through municipal codes and the Cabot Stormwater Management Plan, protect existing significant open waterway and encourage through site planning and landscaping the creation of additional areas that enhances the attractiveness and natural functions of the water features.
- 4.3 The City will maintain all drainage ways in a manner that provides for safe and attractive conditions within the limits of its fiscal constraints.

## Minimum Control Measures

### 1. Public Education & Outreach on Stormwater Impacts

1. **Permit Requirements:** The permittee must implement a public education program to distribute educational material to the community or conduct equivalent outreach activities about the impacts of stormwater discharges on water bodies and the steps that the public can take to reduce pollutants in stormwater runoff.
  - 1.1 **Decision Process.** The permittee shall document the decision process for the development of a stormwater public education and outreach program. The rationale statement shall address both the overall public education program and the individual BMPs, measurable goals and responsible persons for the program. The rationale statement shall include the following information, at a minimum.
    - 1.1.1 How the MS4 plans to inform individuals and households about the steps they can take to reduce stormwater pollution.
    - 1.1.2 How the MS4 plans to inform individuals and groups on how to become involved in the stormwater program. (with activities such as trash/debris removal from streams, etc.)
    - 1.1.3 Who are the target audiences for the MS4s education program who are likely to have significant stormwater impacts (including commercial, industrial and institutional entities) and why those target audiences were selected?
    - 1.1.4 What are the target pollutant sources the MS4 public education program is designed to address?
    - 1.1.5 What is the outreach strategy, including the mechanisms (e.g., printed brochures, newspapers, media, etc.) the MS4 will use to reach the target audiences, and how many people does the MS4 expect to reach by the outreach strategy over the permit term?
    - 1.1.6 Who (person or department) is responsible for the overall management and implementation of the stormwater public education and outreach program and, if different, who is responsible for each of the BMPs identified for this program?
    - 1.1.7 How will the MS4 evaluate the success of this minimum measure, including how the measurable goals were selected for each BMP?
  - 1.2 **Performance Standards.** The stormwater public education and outreach program shall include more than one mechanism and target at least five different stormwater themes or messages over the permit term. At a minimum, at least one theme or message shall be targeted to the land development community. The stormwater public education and outreach program shall reach at least 50% of the population over the permit term. The Municipal Services department shall be responsible for implementing the control measures.
  - 1.3 **Annual Reporting.** The annual report shall identify each mechanism used, including each stormwater theme, audience targeted and estimate of how many people were reached by each mechanism.

#### Minimum Control Measure #1 Five Year Implementation Schedule

2020	2021	2022	2023	2024
Topic: Vehicle Washing	Topic: Yard Chemicals	Topic: Pet Waste Disposal	Topic: Fertilizer & Pesticide runoff	Topic: New Construction BMP's
Audience: Homeowners	Audience: General Public	Audience: General Public	Audience: Public & Private Golf Courses	Audience: Contractors & Developers
Rationale: Improperly washing vehicles with chemicals that drain into the storm drains can harm waterways.	Rationale: Proper use of yard chemicals to prevent runoff into storm drains.	Rationale: Improper disposal of pet waste can impact stormwater quality.	Rationale: Integrate management practice plans & techniques to reduce runoff of	Rationale: Education on Eco-friendly BMP's on construction sites to prevent runoff that pollutes the waterways.



<p>Mechanism: Literature handouts at city events.</p> <p>Responsible Party: Municipal Services</p> <p>Goal: To make sure homeowners are aware that chemicals entering our drains can harm our waterways.</p>	<p>Mechanism: Literature handouts at city events.</p> <p>Responsible Party: Municipal Services</p> <p>Goal: Make all residents aware of why the proper use of yard chemicals is important to our waterways &amp; environment.</p>	<p>Mechanism: Literature handouts at city events.</p> <p>Responsible Party: Municipal Services</p> <p>Goal: Make all residents aware of why the improper disposal of pet waste can have an impact on our stormwater.</p>	<p>fertilizer &amp; pesticides. Mechanism: Literature will be shared with Golf Courses</p> <p>Responsible Party: Municipal Services</p> <p>Goal: Educate golf course owners on how the runoff from treatments have harm our waterways.</p>	<p>Mechanism: Literature will be shared with contractors &amp; developers during review process.</p> <p>Responsible Party: Municipal Services</p> <p>Goal: Educate contractors &amp; developers on up-to-date ways to prevent site runoff.</p>
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## 2. Public Involvement/Participation

**2. Permit Requirements:** The permittee must, at a minimum, comply with State and local public notice requirements when implementing a public involvement/participation program.

**2.1 Decision Process:** The City of Cabot will participate in and/or host several events to get the general public to participate and become more involved in the protection of stormwater, and how to become more proactive in the stormwater process.

### Minimum Control Measure #2 Five Year Implementation Schedule

2020	2021	2022	2023	2024
<p>Program Emphasis: Engage with Homeowners to promote stormwater pollution prevention education.</p>	<p>Program Emphasis: Partner with POA's &amp; HOA's to promote usage of Eco-friendly fertilizers &amp; pesticides</p>	<p>Program Emphasis: Promote proper disposal of pet waste.</p>	<p>Program Emphasis: Coordinate clean-up events (creeks, streams, ponds, etc.)</p>	<p>Program Emphasis: Partner with local schools to promote stormwater pollution prevention education to students.</p>
<p>Audience: Homeowners</p>	<p>Audience: General Public</p>	<p>Audience: General Public with pets.</p>	<p>Audience: General Public, Cabot City Beautiful.</p>	<p>Audience: General Public with school age children.</p>
<p>Rationale: Improper runoff of soap, scum &amp; oily grit greatly impacts stormwater quality. Summary: Educate residents on how washing vehicles in driveways can harm water quality and wildlife.</p>	<p>Rationale: Improper use of harsh chemicals can greatly impact stormwater quality. Summary: Educate residents on how Eco-friendly fertilizers &amp; pesticides are better for our environment.</p>	<p>Rationale: Reducing the amount of uncollected pet waste reduces a significant cause of stormwater pollution. Summary: Educate public on how to help keep bacteria out of our local waterways.</p>	<p>Rationale: Improper disposal of litter can enter storm drains. Loose items can be carried by storm water into storm drains. Summary: Cleanup our ditches and streams keep litter &amp; items out of our waterways.</p>	<p>Rationale: Unsecured and improper handling of litter can clog our storm drains. Summary: Educating our youth on how they can help keep our waterways clean of pollutants.</p>

### 3. Illicit Discharges Detection & Elimination.

#### 3. **Permit Requirements:** The permittee shall:

- Develop, implement and enforce a program to detect and eliminate illicit discharges, as defined in Part 6 of the permit, into the small MS4, including notifying adjacent interconnected MS4 when discharges occur;
- Develop and continue to update a storm sewer system map, showing the location of all outfalls and the names and location of all surface waters of the State that receive discharges from those outfalls. Including catch basins, pipes, ditches and public and private stormwater facilities;
- Effectively prohibit, to the extent allowable under State or local law, through ordinance or other regulatory mechanism, illicit discharges into the storm sewer system and implement appropriate enforcement procedures and actions;
- Develop and implement a plan to detect and address non-stormwater discharges, including illegal dumping, to the permittee's system;
- Inform public employees, businesses and the general public of the hazards associated with the illegal discharges and improper disposal of waste to the stormwater system;
- Address all categories of non-stormwater discharges or flows (illicit discharges) it identifies as significant contributor of pollutants to the permittee's small MS4 (water line flushing, landscape irrigation, diverted stream flows, rising ground waters, uncontaminated ground water infiltration, uncontaminated pumped ground water, discharges from potable water sources, foundation drains, air conditioning condensation, irrigation water, spring water, crawl space pump water, footing drains, individual car washing, and any other significant contributors of pollutants).
- Develop a process to respond to and document complaints relating to illicit discharges.
- Permittee may also develop a list of other similar occasional incidental non-stormwater discharges (non-commercial or charity car washes, i.e.) that will not be addressed as illicit discharges. These non-stormwater discharges must not be reasonably expected (based on information available to permittee).

**3.1 Decision Process:** Permittee shall document the decision process for the development of a stormwater illicit discharge detection and elimination program. The rationale statement shall address both the overall illicit discharge detection and elimination program and the individual BMPs, measurable goals and responsible person(s) for the program.

#### **Applicable City of Cabot BMPs - Illicit Discharge Detection & Elimination (IDDE)**

- IDDE1 – Ordinance: Reviews and Revisions
- IDDE2 – Reporting & Response System for Suspicious Discharges
- IDDE3 – Tracking & Enforcement of Illicit Discharges
- IDDE4 – Outfall Inventory
- IDDE5 – Outfall Mapping
- IDDE6 – Citywide Illicit Discharge Detection & Elimination Plan
- IDDE7 – Collecting, Identifying and Assessing Non-Stormwater Discharges

#### **Rationale**

The City of Cabot selected the above seven BMPs to address this requirement. IDDE1 includes an annual review of the existing stormwater ordinance to compare against both other city ordinances as well as the appropriate state regulations. IDDE2, IDDE3 and IDDE6 describe the City's processes that respond to and document complaints regarding water quality (including illicit discharges) as well as the City's program to prohibit and enforce elimination of illicit discharges. These two BMPs, reporting/response and tracking/enforcement, will work in conjunction and include several methods for reporting presumes illicit spills, sightings and discharges as well as follow-up procedures. Most of the City's personnel, while doing their daily jobs, will report potential illicit problem areas to the Cabot Municipal Services Department. The problem area will be investigated as soon as practically possible and depending

on the situation. All infractions will be brought to the property owner and/or current tenant’s attention and followed up on, and an investigation report will be opened in iWorq with all documentation, photos and any other pertinent information to the case. Larger incidents with water bodies, fish kills with unknown circumstances will also be reported to the Arkansas Game and Fish and/or the ADEQ for their expertise and water quality measurement capabilities. These three IDDE BMPs also include publicizing of the Municipal Services Department phone number for complaints and protocols for the most efficient and effective follow-up actions in response to calls as well as the phone number for Cabot Police and Cabot Fire Departments for emergency and warranted after hours reporting of obviously environmentally dangerous spills.

IDDE4 and IDDE5 will work together to continue to develop, maintain and update the stormwater inventory and the map of the City’s stormwater system. As outfalls continue to be visited during dry periods, the channels will be walked to look for new or previously unmapped outfalls. Outfall maps will be reviewed for completeness; completed where information is missing; updated as new development occurs and maintained during the permit period. All information will be reviewed by City personnel as additional information is provided to compare against older versions of the map or its information. The map will continue to be updated as need by the Municipal Services Department and/or the City Engineer/Engineer Consultant. New development designs will be required for all newly platted areas. As-built construction drawings showing streets, inlets and development tie-ins to existing storm drains or outfalls from the development will be required to be submitted in electronic form so they can be transferred from the development drawings to the City’s storm drainage map.

Activities conducted under IDDE6 will partner with IDDE2 and IDDE3 to inform the public about the hazards of illicit discharges as implemented through several of the public education outreaches performed.

IDDE7 will address the collection, identification and assessment of non-stormwater discharges. Discharges determined to adversely impact the stormwater system will be followed up by appropriate management practices or regulations will be used, developed and/or implemented, included enforcement of any municipal regulations available.

### Summary of Development/Implementation Schedule

BMP #	YEAR 2020	YEAR 2021	YEAR 2022	YEAR 2023	YEAR 2024
<b>IDDE1</b>	Stormwater, grading, erosion control & landscaping ordinance shall be reviewed & revised as needed.				
<b>IDDE2</b>	Encourage citizens and businesses to report suspicious liquid discharging and suspicious legal dumping around our drainage ways.				
	Monitor citizens reports through the city’s website of any suspected dumping and/or suspicious discharges within the city limits.	Ditch and storm drain cleaning.	Water quality management.	Monitor citizens reports through the city’s website of any suspected dumping and/or suspicious discharges within the city limits.	Review & assess for potential amendments.
<b>IDDE3</b>	Tracking illicit discharges & enforcing policies & ordinances.				
<b>IDDE4</b>	Inventory & update map outfalls.	Implement outfall inspection process.	Conduct dry inspections of outfalls, covering an additional 10% until all outfalls are inspected during permit term.		
<b>IDDE5</b>	Inventory outfalls and	Update Stormwater Map as construction increases.			

	update drainage map for the City.	
<b>IDDE6</b>	Encourage Cabot's citizens and businesses to report any suspicious liquid discharging and suspicious illegal dumping in or around our drainage ways.	
	Apply and ensure pollution practices and policies for each city-operated site to prevent pollution and fend off the possibility of stormwater discharge carrying pollutions into drainage ways.	Revise and review procedures, documents, etc. to refine the reporting and detecting procedure.
<b>IDDE7</b>	20% of known outfalls will be inspected each year for dry weather-screenings to assist in any location of non-stormwater discharges and to identify what the discharge material(s) is(are). The inspected areas will overlap with areas of previous development to locate any previously unmapped outfalls.	

**3.2 Outfall Sampling & Testing Procedures:** A sample shall be taken at each outfall each quarter and tested by a qualified testing laboratory. Attention is called to the attached Outfall Location Vicinity Map & Outfall Sample point Maps (Appendix 'B'). The samples shall be taken in accordance with applicable standards in accordance with 40 CFR Part 136. The first samples shall be taken between Jan 1<sup>st</sup> and March 31<sup>st</sup>. The second shall be taken between April 1<sup>st</sup> and June 30<sup>th</sup>. The third shall be taken between July 1<sup>st</sup> and Sept 30<sup>th</sup>. The fourth shall be taken between Oct 1<sup>st</sup> and Dec 31<sup>st</sup>. The samples shall be taken during normal flow periods, and should not be taken during times when the stream is stagnant or at flood stage. Standard engineering methods shall be used to estimate the flow at each location to calculate the loading.

The samples shall be tested for compliance against each applicable TMDL listed in *Pathogens TMDLS for Planning Segments 4D Reaches Segments AR8020301-12, AR8020301-11, and AR8020301-10 prepared by EPA Region VI* or subsequent revision. The current required tests are as follows:

<u>Bacteria</u>	<u>Limit</u>	<u>Test Procedure</u>
Fecal Coliform	1.40E+10 (cfu/day)	SM 9222D (EPA p. 124)
E.coli	1.43E+10 (cfu/day)	Hach mColiBlue24

In the event that a test exceeds the expected limit or if there appears to be an error in the test, another sample shall be taken at the next available opportunity and re-tested. If the new sample still exceeds the expected limit, the City of Cabot shall investigate possible source contaminants and generate a corrective actions report. The findings of said report will be forwarded to ADEQ and documented as part of the MS4 permit.

The samples will be compared to previous years of monitoring to monitor any increases in contaminants. An increase of more than 15% (even if in compliance) shall warrant additional investigation into the possible reasons for increase. This shall be documented annually as part of the MS4 reporting.

Attention is called to Appendix 'B' for the Outfall Location Vicinity Map & Sample Point Maps.

#### 4. Construction Site Runoff Regulations & Controls

**4.1 Permit Requirements:** Permittee shall develop, implement and enforce a program to reduce pollutants in any stormwater runoff to the small MS4 from construction activities that result in a land disturbance of greater than or equal to one acre. Reduction of pollutants in stormwater discharges from construction activity disturbing less than one acre shall be included in the program if that construction activity is part of a larger common plan of development or sale that would disturb one acre or more. If ADEQ waives requirements for stormwater discharges associated with small construction from a specific site(s), the

permittee is not required to enforce the program to reduce pollutant discharges from such site(s). The program shall include the development and implementation of, at a minimum:

- An ordinance or other regulatory mechanism to require erosion and sediment controls, as well as sanctions to ensure compliance, to the extent allowable under Federal, State or Local law.
- Requirement for site operators to implement appropriate erosion and sediment control BMPs.
- Requirements for construction site operators to prevent or control waste that may cause adverse impacts to water quality such as building material and their packing systems, concrete truck washout, chemical, litter, equipment & fluid leaks and sanitary waste at the job site.
- Procedures for site plan review and land division that incorporate measures to prevent or control potential water quality impact.
- Procedures for receipt and consideration of information submitted by the public.
- Procedures for site inspection and enforcement of control measures.

#### **Applicable Cabot BMPs - Construction Regulations & Controls (CRC)**

- CRC1 – Ordinance: Reviews and Revisions
- CRC2 – Plan Reviews
- CRC3 – Drainage Manual
- CRC4 – Site Inspections
- CRC5 – Complaint Reporting & Response System
- CRC6 – Enforcement
- CRC7 – City Staff Training

#### **Rationale**

The City selected the above BMPs to address each component of the construction site runoff control requirements. Regulatory authority for implementation and enforcement of the City's erosion and sediment control program is provided in the stormwater ordinance, municipal codes and other adopted guidelines. These codes provide a framework for oversight of erosion and sediment control measures during construction or redevelopment of any site. This permit creates documentation of new housing sites, provides an avenue for pre-construction meetings and produces a format for random site reviews. Specific requirements for construction site operators are addressed during the Technical Review process, which includes SWPP review, and are included in the City's design criteria as referenced in the Unified Development Code.

#### **Responsible Parties**

The City's Municipal Services Department maintains the portion of the Unified Development Code related to construction and coordinates the Site Plan and Drainage Review process. The Municipal Services staff is responsible for implementation and inspection of approved land alteration and development projects for overall development criteria as well as erosion and sediment control and construction site runoff controls. Other departments' personnel help the Municipal Services Department become aware of land disturbances that are occurring but may not have been through the plan review process. Enforcement of these areas of the City's Codes is conducted in coordination with the Code Enforcement Department, Cabot Police Department and City Attorney's Office, when/if necessary.

#### **Summary of Measurable Goals**

The goals below were selected to correspond with goals from the previous permit cycle so that progress could continue towards achieving reductions and elimination of non-stormwater discharges to the stormwater system. The measurable goals above were also selected to better assist the City in maintaining inspection reports, and other

documentation needed to verify compliance with State, Federal and local laws. The measurable goals will also help in educating the public regarding the importance of stormwater drain maintenance and how they can help reduce pollutants. Furthermore, the measurable goals will enable City employees to be better trained in BMPs to reduce pollutants at City operated facilities.

**Summary of Development/Implementation Schedule**

BMP#	YEAR 2020	YEAR 2021	YEAR 2022	YEAR 2023	YEAR 2024
<b>CRC1</b>	Stormwater, grading, erosion control & landscaping ordinance shall be reviewed & revised as needed.				
	Monitor existing ordinance to verify 100% compliance with Stormwater Management Plan/MS4 Permit.	Review & draft any legislation to City Council that may be required to maintain compliance with Stormwater Management Plan/MS4 Permit.	Review & revise the existing Stormwater Manage ordinance in the Unified Development Code for any needed revisions.	Monitor existing ordinance to verify 100% compliance with Stormwater Management Plan/MS4 Permit.	Review & draft any new legislation to City Council that may be required to maintain compliance with Stormwater Management Plan/MS4 Permit.
<b>CRC2</b>	Review and comment on every large-scale development plan, large-scale waiver and/or subdivision plan submitted to the City for development.				
	Review, comment and approve or deny each site plan submitted to the City.				
<b>CRC3</b>	Submitted plans are required to show and/or explain how Cabot’s sediment and erosion control requirements will be met on proposed development sites. This requirement provides city staff, planning commission, city council, other pertinent city personnel, as well as the construction community, business owners and adjoining property owners and residents with the size and scope of the project and the expected controls that will be used to ensure sediment and other erosion don’t leave the project site.				
	Assess and revise the Stormwater Management Plan as needed.		Monitor any & all land revisions and any impacts they may have to the drainage basin annually.	Assess and revise the drainage manual as needed to sustain in compliance with state permit.	Review and assess program for potential amendments.
<b>CRC4</b>	One daily visit at minimum to <b><i>all commercial sites and any large-scale development sites</i></b> with documented inspection of construction site. Inspector will observe BMP conditions, answer questions, resolve potential problems and prevent failures. Any sites receiving complaints are given priority for next available inspection time over regular site visits and/or inspections.				
	Evaluate, review and revise inspection checklist as needed.				
	All inspections are documented and electronically kept on the City’s permit management software, iWorQ. A paper copy of the inspection will be left on job site or with appropriate construction personnel.				

BMP#	YEAR 2020	YEAR 2021	YEAR 2022	YEAR 2023	YEAR 2024
<b>CRC4</b>	<i>All residential job sites</i> are required to be inspected for sediment and erosion control BMPs before permit is issued. After that, a job site inspection will be performed at each phase of construction inspection (typically every 7 – 14 days), or as complaints are received.				
<b>CRC5</b>	Emphasize and enforce existing codes.				
	Survey perinate employee/inspector’s knowledge of existing codes.	Review and update, if needed, the system citizens use to report any suspected dumping and/or suspicious discharges within the city limits.	Refresh pertinent employee/inspectors on any changes to codes or ordinances.	Ditch & storm drain cleanup programs.	Monitor, review and revise as needed, the system for citizen complaints.
<b>CRC6</b>	Educating the owner/operators in BMP’s can help prevent any potential or future complications. Unfortunately, sometimes only enforcements can stop the reoccurrence of events.				
	Review & update if necessary, the enforcement and penalty section of current ordinance.	Apply and enforce current codes.	Review annually the Report and Response System for repeat violators of Stormwater Ordinance.		
<b>CRC7</b>	Conduct new-hire and annual employee training.				
	Conduct training for any new-hires.	Coordinate annual training & review material.	Coordinate annual training & review material.	Review and update materials. Conduct training as needed.	Research for new training material for annual employee training.

**5. Post – Development Construction Standards**

**5.1 Permit Requirements:** Permittee must:

- Develop, implement and enforce a program to ensure reduction of pollutants in stormwater runoff to the Maximum Extent Practicable (MEP) from new development and re-development projects within the permittee’s jurisdiction that disturb one acre or more, are part of a larger common plan of development or sale and/or discharge into the permittee’s small MS4. The permittee’s program must ensure that developers are aware that controls are needed to prevent and minimize water quality impacts.
- Develop and implement strategies that include a combination of structural and/or non-structural BMPs appropriate for the permittee’s community.
- Use an ordinance or other legal regulatory mechanism to address construction and post-construction runoff from new and re-development projects to the maximum extent allowable under Federal, State and local laws.
- Ensure adequate long-term operation and maintenance of permanent and long-term BMPs
- Ensure adequate enforcement of ordinance or alternative regulatory program.

### **Applicable City of Cabot BMPs - Post-development Standards (PDS)**

- PDS1 – Ordinance: Reviews and Revision
- PDS2 – Drainage Manual
- PDS3 – Post Construction Requirements
- PDS4 – Plan Reviews
- PDS5 – Maintenance & Inspections
- PDS6 – Enforcement
- PDS7 – Long – term Operations & Management Plans
- PDS8 – Pollution Control Guidelines (PCG) & Stormwater Facilities Master Plan (SFMP)
- PDS9 – Low Impact Development (LID)

### **Responsible Parties**

- Municipal Services Department
- Planning Commission
- Code Enforcement
- Street Department

### **Summary of Measurable Goals**

The goals below were selected to help maintain progress towards achieving reduction and elimination of non-stormwater discharges to the stormwater system. All goals will be monitored, reviewed, evaluated and assessed by an individual within the Municipal Services Department.

The regulatory framework for control of post – construction stormwater runoff is contained in the Unified Development Code and Cabot Stormwater Management Plan. This framework will be refined and expanded as needed to improve the City’s capability to achieve reduction in stormwater pollution from new developments through periodic evaluations and updates to the applicable codes. Measurable goals during the 5 year permit period include, but are not limited to:

- Review, comment and revise any ordinance(s) to meet new federal and state permit requirements.
- Review, comment and/or approve a plan review process for each set of documents submitted.
- Adopt a new drainage manual and begin to use in plan reviews within 30 days of adopting.
- Public Education and Outreach events will be coordinated to educate property and home owners, as well as the construction community, on their operational and maintenance requirements in general, and proper use of BMPs.
- Develop and implement Pollution Control Guidelines (PCG) for each city-owned or operated site.
- Create a city-wide Stormwater Facilities Master Plan summarizing and containing each PCG; and develop and implement optional methods, criteria and standards for low-impact stormwater development.



**Summary of Development/Implementation Schedule**

<b>BMP#</b>	<b>Year 2020</b>	<b>YEAR 2021</b>	<b>YEAR 2022</b>	<b>YEAR 2023</b>	<b>YEAR 2024</b>
<b>PDS1</b>	Update the stormwater ordinance and Unified Development Code as needed.				
<b>PDS2</b>	Review and assess the stormwater ordinance and Unified Development Code for any new permit requirements and verify compliance with MS4.				
<b>PDS3</b>	Review and comment on every large-scale development plan, large-scale waiver and/or subdivision plan submitted to the city for development to confirm compliance of post-construction measures.				
	Review and revise as needed, staff reviews site plans to ensure sites include post-construction measures to verify that post-construction BMPs are planned and are in compliance with Cabot's Stormwater Management Plan.				
<b>PDS4</b>	Review/Amend and enforce inspection procedures for all types of construction	Implement current inspection authority on a continuous basis.	Review and amend the UDC as necessary for compliance.		
<b>PDS5</b>	Educating the owner/operators in BMP's can help prevent any potential or future complications. Annual maintenance and inspections will help eliminate potential issues.				
<b>PDS6</b>	Review and amend the UDC to verify compliance are within enforcement capabilities.	Expand and promote any new enforcement requirements.	Inspect annually the Report & Response System for repeat violators of the Stormwater Ordinance. Implement necessary enforcement as needed.		
<b>PDS7</b>	Proper disposal of waste materials.	Proper disposal of harsh chemicals.	Review sediment & erosion control, LID and Green Infrastructures.	Storm drain disposals.	Proper handling of chemicals and emptying chlorinated water.
<b>PDS8</b>	Establish a Pollution Control Guidelines (PCG) for city-owned or operated site.				
	A Stormwater Facilities Master Plan shall be devised that summarizes and/or contains a copy of each PCG.				
	New Employees will be able to learn how to clean their site and other city facilities and maintain them properly with the PCG for each site. Existing employees will find the PCG to be a handy reference if they have to deal with some sort of spill that is outside their regular duties.				
<b>PDS7</b>	Redefine the existing ordinances and UDC to meet requirements for Low-Impact Development (LID)				

**6. Pollution Prevention/Good Housekeeping for Municipal Operations**

**6.1 Permit Requirements:** Permittee must:

- Develop and implement an operation and maintenance program that includes a training component and has the ultimate goal of preventing or reducing pollutant runoff from municipal operations.
- Using training materials and/or programs that are available, train employees to prevent and reduce stormwater pollution from activities including, but not limited to park and open space maintenance, fleet and building maintenance, new municipal facility construction and related land disturbances, design and construction of street and storm drain systems and stormwater system maintenance.

- Develop a list of city-owned or operated sites with industrial activities that are subject to ADEQ's Industrial Stormwater General Permit or individual NPDES permits for discharges of stormwater associated with industrial activity that ultimately discharge to the MS4. Include the ADEQ permit number or a copy of the Industrial NOI form for each facility. For the municipal facilities that conduct activities described in 40 CFR 122.26(b) (14) that are not required to obtain Industrial Stormwater General Permit coverage, they shall develop and implement a SWPPP of coverage being granted under this permit. The SWPPP shall conform to the requirements of ADEQ's Industrial Stormwater General Permit in effect at the time coverage under this permit is granted.

### **Applicable City of Cabot BMPs**

#### Operation and Maintenance (O&M)

- O&M1 – Employee Training
- O&M2 – Operation & Maintenance Program
- O&M3 – Pollution Control Guidelines (PCGs) and City-wide Stormwater Facilities Master Plan (SFMP)
- O&M4 – Disposal of Wastes including Street Sweepings
- O&M5 – Minimizing the Use of Potential Pollutants
- O&M6 – Open Channel Assessment including flood management/water quality projects.

#### **Responsible Parties**

- Planning Department
- Building Inspections
- Parks & Recreation
- Code Enforcement
- Street Department
- Animal Control

#### **Summary of Measurable Goals**

The goals below were selected to continue progress towards achieving reductions and eliminations of non-stormwater discharges to the stormwater system. All goals will be annually monitored, reviewed, evaluated and assessed by an individual within the Municipal Services department.

#### **Rationale**

Cabot selected the above 6 BMPs to address Pollution Prevention in Municipal Operation. O&M2 and O&M3 include:

- Implementation of a Pollution Control Manual for City Facilities
- Schedule evaluations of City practices and revise manuals as needed.
- Review/revise vehicle maintenance & cleaning practices
- Review/revise site-specific items: materials storage, waste clean-up/removal, manuals & practices.

**Summary of Development/Implementation Schedule**

<b>BMP#</b>	<b>YEAR 2020</b>	<b>YEAR 2021</b>	<b>YEAR 2022</b>	<b>YEAR 2023</b>	<b>YEAR 2024</b>
<b>O&amp;M1</b>	Yearly training for employees				
<b>O&amp;M2</b>	City owned or operated sites will have guidelines in the Operational & Maintenance Program				
	Determine Industrial Permit need/status for each city-owned and/or operated site.				
<b>O&amp;M3</b>	Create the Pollution Control Manual for City Facilities.				
	Assess Pollution Control Guidance for each pertinent city department.	Update Pollution Control Guidance for any pertinent city departments.	Assess and review all pertinent city departments for implementation of Pollution Control Guidance.	Update Pollution Control Guidance for any pertinent city departments.	Organize annual review for Pollution Control Guidance. Report all findings with each department. Revise as needed.
<b>O&amp;M4</b>	Removing of debris from curb/gutter and storm drains & properly disposal				
	Update, if needed, the program regarding removing debris from curb/gutter and storm drains, and the proper disposal of such debris.				
<b>O&amp;M5</b>	Reduce how the city uses any potential pollutants: ie. Road salt/sand (winter); pesticides; herbicides; fertilizers				
	Asses the uses of certain pesticides, fertilizers and herbicides used.	Review options to road sand/salt (winter).	Review and evaluate chemical options. Make needed changes.	Review and revise, if needed, the way waste from storm drains are disposed of.	Review, asses and make needed changes in preparation of new MS4 requirements.
<b>O&amp;M6</b>	Assess a minimum of 20% of known open channel conditions as well as outfall connections to the channels each year.				

**Reviewing and Updating Stormwater Management Plan**

The City will do annual reviews, discussions and evaluations of the Stormwater Management Plan, and make any revisions or amendments as needed, to maintain compliance with the permit requirements. In the last year of the 5-year permit, the City will review, discuss and evaluate the Stormwater Management Plan in preparation for the permit renewal process and any additional requirements or changes in the permit requirements.

**Evaluating, Record Keeping & Reporting**

**1. Evaluating**

- The City will evaluate program compliance, the appropriateness of identified BMPs and progress toward achieving measurable goals and satisfying performance standards.

**2. Recordkeeping**

- The City shall retain records of all monitoring information, including all calibration and maintenance records and all original strip chart or other recordings for continuous monitoring instrumentation, copies of all reports required by this permit, a copy of the NPDES permit and records of all data used to complete the application (NOI) for this permit, for a period of at least three (3) years from the date of the sample, measurement, report or application, or for the term of this permit, whichever is longer. This period may be extended by request of the permitting authority at any time.

- The City will submit any records to the permitting authority upon request. The City must retain a description of the SWMP required by this permit (including a copy of the permit language) at a location accessible to the permitting authority. The City will make all records, including the NOI and the description of the SWMP, available to the public if requested in writing.

### 3. Reporting

- The City will submit annual reports to ADEQ for each year of the permit term. As an existing permit holder, the City's annual report is due no later than March 31 of the following year. (i.e.) 2020 report would be due no later than March 31, 2021). Prior to submitting annual reports to ADEQ, MS4's must make a good faith effort to allow their citizens an opportunity for involvement and input. MS4's shall include a copy of the annual report in electronic form on their websites and at local centers of information, i.e. public libraries, city halls, county courthouses, community centers, etc. Annual reports will be publicly available on ADEQ's website. The report must include:
  - a) Status of compliance with permit conditions, an assessment of the appropriateness of the identified BMPs and the progress towards achieving the measurable goals for each of the minimum control measures.
  - b) Results of information collected and analyzed, if any, during the reporting period, including monitoring data used to assess the success of the program at reducing the discharge of pollutants to the maximum extent practicable.
  - c) A summary of the stormwater activities the City plans to undertake during the next reporting cycle (including an implementation schedule)
  - d) Proposed changes to the Stormwater Management Plan, including any changes to BMPs or any identified measurable goals that apply to the program elements.
  - e) Description and schedule for implementation of additional BMPs that may be necessary, based on monitoring results, to ensure compliance with applicable TMDLs and implementation plans.
  - f) Notice that the City is relying on another government entity to satisfy some of the permit requirements, if applicable.
  - g) Reports must be submitted with the appropriate ADEQ reporting forms.

#### Appendix A – Definitions

1. Best Management Practices (BMPs) – Schedules of activities, prohibitions or practices, maintenance procedures and other management practices to prevent or reduce the discharge of pollutants to waters of the United States. BMPs also include treatment requirements, operating procedures and practices to control plant site runoff, spillage or leaks, sludge or waste disposal, or drainage from raw material storage.
2. Control Measure – Any BMP or other method to prevent or reduce the discharge of pollutants to waters of the United States.
3. Discharge – When used without qualification, means the “discharge of pollutants”.
4. Discharge of Stormwater Associated with Construction Activity – Discharge of pollutants in stormwater runoff from areas where soil disturbing activities, construction materials or equipment storage or maintenance, or other industrial stormwater directly related to the construction process are located.
5. Discharge-related activities – Activities which cause, contribute to, or result in stormwater point source pollutant discharges; and measures to control stormwater discharges, including the siting, construction and operation of BMPs to control, reduce or prevent stormwater pollution.
6. Facility – Any NPDES “point source” or any other facility (including land or appurtenances thereto) that is subject to regulation under NPDES program.
7. Illicit Discharge – Any discharge to a municipal separate storm sewer that is not composed entirely of stormwater except discharges pursuant to a NPDES permit (other than the NPDES permit for discharges from the municipal separate storm sewer) and discharges resulting from emergency firefighting activities.

8. Maximum Extent Practicable (MEP) – Technology-based discharge standard for municipal separate storm sewer systems to reduce pollutants in stormwater discharges. A discussion of MEP as it applies to small MS4s is found at 40 CFR 122.34.
9. Measurable Goal – Quantitative measure of progress in implementing a component of a stormwater management program.
10. MS4 – Municipal Separate Storm Sewer System.
11. Municipal Separate Storm Sewer System – A conveyance or system of conveyances (including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, manmade channels and storm drains):
  - a) Owned or operated by a state, city, town, county, district, association or other public body having jurisdiction over disposal of sewage, industrial wastes, stormwater or other wastes, including special districts under state law such as a sewer district, flood control district or drainage district or similar entity or a designated and approved management agency under section 208 of the Clean Water Act.
  - b) Designed or used for collecting or conveying stormwater.
  - c) That is not a combined sewer.
  - d) That is not part of a publicly owned treatment works.
12. NOI – Notice of Intent to be covered under permit.
13. NOT – Notice of Termination.
14. Outfall – Point of source as defined by 40 CFR 122.2 at the point where a municipal separate storm sewer discharges to waters of the United States and does not include open conveyances connecting two municipal separate storm sewers or pipes, tunnels or other conveyances which connect segments of the same stream or other waters of the United States and that are used to convey waters of the United States.
15. Owner or Operator – Owner or operator of any “facility or activity” subject to regulation under the NPDES program.
16. Permitting Authority – ADEQ
17. Point Source – Any discernable, confined and discrete conveyance, including but not limited to, any pipe, ditch, channel, tunnel, conduit, well, discrete fissure, container, rolling stock, concentrated animal feeding operation, landfill leachate collection system, vessel or other floating craft from which pollutants are or may be discharged. This term does not include return flows from irrigated agriculture or agriculture stormwater runoff.
18. Pollutant – As defined at 40 CFR 122.2 includes: dredged spoil, solid waste, sewage, garbage, sewage sludge, chemical wastes, biological materials, heat, wrecked or discarded equipment, rock, sand, cellar dirt and industrial or municipal waste.
19. Qualified Personnel – Staff knowledgeable in the operation and maintenance of Municipal Separate Storm Sewer Systems (MS4) possessing the skills necessary to gather and evaluate information regarding an MS4 program.
20. Significant Contributors of Pollutants – Any discharge that causes or could cause or contribute to a violation of surface water quality standards.
21. Small MS4 – Any MS4 not already covered by the Phase I stormwater program.

# City of Cabot

## Construction Site Runoff Control

Construction Site Assessment			
Permit #	Contractor:		
Inspection Date:	Address:		
ADEQ Permit: <input type="checkbox"/> Yes <input type="checkbox"/> No	Notice Posted: <input type="checkbox"/> Yes <input type="checkbox"/> No	ADEQ Mailbox: <input type="checkbox"/> Yes <input type="checkbox"/> No	
SWPPP: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Incomplete	Grading Permit: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A		
Receptacle For Solid Waste: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Trash On-Site: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A		
Concrete Washout Area: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A			
Condition of Concrete Washout Area : <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor <input type="checkbox"/> N/A			
Stabilization & Erosion Control Measures : <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor			
List deficiencies, if any (silt fence, seeding, etc.)			
Sediment Leaving Site: <input type="checkbox"/> Yes <input type="checkbox"/> No		Evidence of Off-Site Tracking: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Sediment Entering Waters of the State: <input type="checkbox"/> Yes <input type="checkbox"/> No		On-Site Restroom: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Are Inspections Conducted & Records Kept as Required in the Permit: (i.e. Weekly Inspection Sheets) <input type="checkbox"/> Yes <input type="checkbox"/> No			
Date of Last Inspection:			
Rain Gauge Present: <input type="checkbox"/> Yes <input type="checkbox"/> No		Are Rainfall Totals Recorded: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Stop Work Order Issued: <input type="checkbox"/> Yes <input type="checkbox"/> No		Code Violation Issued: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Deadline for Corrections to be Made:			
Other Comments:			
Inspector:			

# City of Cabot Grading Permit Application

<b>OFFICE ONLY</b>	<b>USE</b>	<b>Permit #</b>	<b>Issue Date:</b>
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<b>Applicant Name:</b>	
<b>Applicant Address:</b>	
<b>Applicant Phone:</b>	<b>Fax:</b>
<b>Applicant E-mail:</b>	

## SITE INFORMATION

Location/physical address of site: \_\_\_\_\_

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Permit application must be accompanied by the following:

- One set of the grading plans which meet the requirements of the Cabot Storm water Management Plan for erosion/sediment control and storm water runoff, and that meet the requirements of the Cabot Unified Development Code.
- A Floodplain Development Permit issued by the City of Cabot, if the property is located in the floodplain.

Grading for:  Site Fill & Preparation       Placement of Fill       Road Preparation/Grading

Size of Property: \_\_\_\_\_ Area to be disturbed: \_\_\_\_\_

Proposed start date: \_\_\_\_\_ Proposed completion date: \_\_\_\_\_

On-site Superintendent/Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

I hereby certify that the following information contained in this application and accompanying plans is correct, and I will conform to all applicable laws of the City of Cabot. I also understand that it is my responsibility to make sure that no grading/excavating will commence until the City of Cabot has inspected and approved the site's First Ground Disturbance Inspection. I also understand that it is my responsibility to make sure that no grading shall be completed on any property which will adversely affect neighboring properties by discharging, directing or obstructing water flow in such a way that it causes damage to any neighboring properties.

Applicant Signature : \_\_\_\_\_ Date: \_\_\_\_\_

# City of Cabot Grading Permit

Permit # \_\_\_\_\_

<b>Contractor:</b> _____	<b>Date:</b> _____
<b>Subdivision:</b> _____	<b>Lot:</b> _____
<b>Physical Address of Site:</b> _____	

This permit conveys no right to commence grading/excavation, or any part thereof, either temporary or permanently. The issuance of this permit does not release the applicant from the conditions of any applicable Unified Development Code Regulations. This card shall be posted on job site at all times until grading construction is complete and final inspection by The City has been approved. All necessary plans, drawings, and any other documentation shall be kept on site at all times.

<b>Pre-disturbance Inspection</b> (required before any ground is disturbed on any part of site)		
Stabilized Entrance(s)/Exit(s): <input type="checkbox"/> Yes <input type="checkbox"/> No	Notice Posted: <input type="checkbox"/> Yes <input type="checkbox"/> No	SWPPP: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Incomp.
SWPPP & ADEQ Mailbox: <input type="checkbox"/> Yes <input type="checkbox"/> No	Rain Gauge: <input type="checkbox"/> Yes <input type="checkbox"/> No	Solid Waste Receptacle <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Stabilization & Erosion Control Measures as Indicated on Approved Grading Plans: <input type="checkbox"/> Yes <input type="checkbox"/> No		
Are Stabilization & Erosion Control Measures Installed Properly & in Working Condition: <input type="checkbox"/> Yes <input type="checkbox"/> No		
Are proper Control Measures in Place for Equipment and/or Fuel Storage: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A		
Restroom Facilities On-Site: <input type="checkbox"/> Yes <input type="checkbox"/> No	Concrete Washout Area: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
<b>Erosion Control Monitoring</b> (will be done randomly by City of Cabot Inspector)		
<p><b>Due to multiple inspections at job sites, this inspection will be completed on a separate "Construction Site Assessment" form, done electronically by the inspector. Any deficiencies in the required Control Measures will be verbally discussed and/or written on a Corrections Sheet, with required corrections, and left with appropriate job site personnel.</b></p>		
<b>Site Final</b> (not to be performed until completion of grading/excavation)		
Have all temporary erosion/sediment control measures been properly removed: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A		
Are all required soil amendments been performed as required: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A		
Are all required permanent erosion/sediment control measures installed: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A		
Are all requirements of the permit and SWPPP been satisfied: <input type="checkbox"/> Yes <input type="checkbox"/> No (if no, then explain below)		
<b>Comments and/or deficiencies:</b>		
<p><b>Final Inspection Approved:</b> <input type="checkbox"/> Yes <input type="checkbox"/> NO (if "NO", please provide reasons on a Corrections Sheet &amp; leave with site superintendent or appropriate personnel)</p>		

Date of Final Inspection: \_\_\_\_\_

Inspector: \_\_\_\_\_