

**NOTICE OF INTENT  
FOR DISCHARGERS OF STORMWATER RUNOFF  
ASSOCIATED WITH REGULATED SMALL MUNICIPAL SEPARATE STORM SEWER SYSTEMS  
AUTHORIZED UNDER NPDES GENERAL PERMIT ARR040000**

**I. PERMITTEE INFORMATION** New  Renewal  (Permit Tracking Number ARR04 \_\_\_\_\_)

Regulated Small MS4 Name: City of Prairie Grove Owner Type: \_\_\_\_\_  
 Mailing Address: 975 E. Douglas Street  FEDERAL  STATE  
 Actual Street Address: N/A  PUBLIC  OTHER  
 City: Prairie Grove Urbanized Area Farmington  
 State: Arkansas Zip: 72753 County(ies): Washington

Enter the Latitude and Longitude of the approximate center of the Small MS4 (A map must be included.):

Small MS4 Latitude: 35 degrees 58 minutes 37N seconds  
 Small MS4 Longitude: 94 degrees 18 minutes 58W seconds

**II. PERMITTEE CONTACT INFORMATION**

Name: Larry Oelrich Telephone: (479) 846 - 2961  
 Title: Public Works Director Email Address: pgwater@pgtc.com

**III. INVOICE MAILING INFORMATION**

Invoice Contact Person: Larry Oelrich City: Prairie Grove  
 Invoice Mailing Company: Prairie Grove Public Works State: Arkansas Zip: 72753  
 Invoice Mailing Address: P. O. Box 944 Telephone: (479) 846 - 2961

**IV. CERTIFICATION OF PERMITTEE (See Part 5.7 of the general permit)**

For a municipality, State, Federal, or other public agency: By either a principal executive officer or ranking elected official. For purposes of Part VI.H of the general permit, a principal executive officer of a Federal agency includes (i) the chief executive officer of the agency, or (ii) a senior executive officer having responsibility for the overall operations of a principal geographic unit of the agency (e.g., Regional Administrator of EPA).

"I certify that the cognizant official designated in this Notice of Intent is qualified to act as a dully authorized representative under the provisions of 40 CFR 122.22(b). If no cognizant official has been designated, I understand that the Department will accept reports signed by the applicant. 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 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."

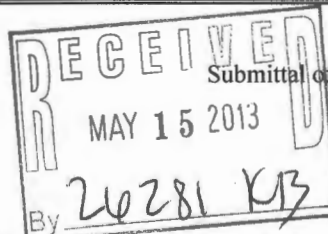
Responsible Official Printed Name: Sonny Edrison Title: Mayor  
 Responsible Official Signature:  Date: May 1, 2013

**V. COGNIZANT OFFICIAL DESIGNATION (Optional)**

Cognizant Official Printed Name: N/A Title: N/A  
 Cognizant Official Signature: N/A Date: N/A  
 Telephone N/A Email N/A

**VI. PERMIT REQUIREMENT VERIFICATION**

Submittal of Complete NOI?  Yes  No  
 Submittal of Complete Stormwater Management Program?  Yes  No  
 Submittal of MS4 map?  Yes  No





**McGoodwin Williams & Yates**  
Engineering Confidence

May 13, 2013

John Bailey, PE  
Permits Branch Manager  
Arkansas Department of Environmental Quality  
Permits Branch, Water Division  
5301 Northshore Drive  
North Little Rock, Arkansas 72118-5317

Re: Prairie Grove Stormwater Management Plan  
MWY Project No. PG-107

Dear Mr. Bailey,

On the behalf of the City of Prairie Grove, Arkansas please find enclosed the Notice of Intent (NOI), the Stormwater Management Plan, a map of the City of Prairie Grove and a \$200 check for the permit application fee.

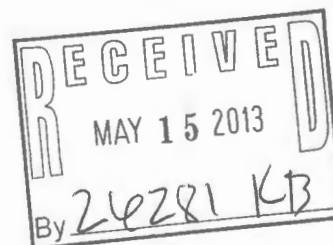
Please let us know if you have any comments, questions or concerns concerning this submittal to your office.

Sincerely,

Christopher B. Brackett, P.E.  
Project Manager/Engineer

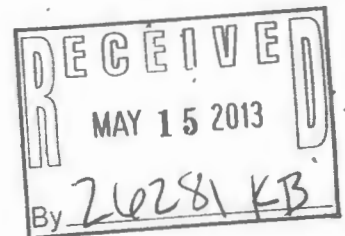
CBB:cb  
Enclosures

Cc: Larry Oelrich, City of Prairie Grove Public Works Director



# The City of Prairie Grove

# STORMWATER MANAGEMENT PLAN



STORMWATER MANAGEMENT PROGRAM (SWMP)  
NPDES General Permit ARR\_\_\_\_\_

ADEQ Permit No. ARR\_\_\_\_\_

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## STORMWATER MANAGEMENT PROGRAM (SWMP)

ADEQ Permit No. \_\_\_\_\_

The City of Prairie Grove in the development of this Stormwater Management Plan (SWMP) has committed to reduce discharge of pollutants to the maximum extent practicable (MEP), to protect water quality, and to satisfy the appropriate water quality requirements and the Clean Water Act.

The City of Prairie Grove has a population of 4,402 (2011) and encompasses approximately 8 square miles in its City Limits. It lies just west of City of Farmington along U.S. Highway 62 and the City is within the Illinois River watershed. The City of Prairie Grove, a City of First Class, has a Mayor/Alderman form of government.

The Permitted area of the SWMP will cover two small portions of the City along the east boundary with the City of Farmington. These areas were defined by the 2010 Census as urbanized areas. A map of the urbanized areas can be found in the appendix. The City chooses to only include the urbanized areas in the permitted area due the extremely small size of these areas and the budget constraints of a city this size. While most of the Minimum Control Measures will be applied to the entire City, the reporting and regulatory requirements will only apply to the urbanized areas. Approximately 69 people reside in these areas.

This SWMP will be implemented over the five years of the permit. It will be reviewed annually and updated as necessary. All SWMP records will be retained for at least three (3) years after the coverage under the permit terminates as required.

The City of Prairie Grove has legal authority and responsibility to control discharges within its boundaries. The City's Organization Chart can be found on the following page.

The following goals are established for discharges from the Northwest Arkansas MS4:

- No discharge of toxics in toxic amounts
- No discharge of pollutants in quantities that would cause a violation of Arkansas Water Quality Standards
- No discharge of floatable debris, oils, scum, foam, or grease in other than trace amounts
- No discharge of non-stormwater from the MS4 (except as provided in Permit)
- No discharge of sediment from construction activities into the MS4

**CITY ORGANIZATIONAL CHART**

**Sonny Hudson**  
Mayor  
479-846-6540  
975 E. Douglas  
P. O. Box 944  
Prairie Grove, Arkansas 72753

**Larry Oelrich**  
Public Works Director  
479-846-6540  
975 E. Douglas  
P. O. Box 944  
Prairie Grove, Arkansas 72753

**Public Works Staff**  
(Various)

**City Engineer/  
Contract Engineer**  
(Various)

## **Minimum Control Measures**

### Minimum Control Measure #1:

#### Public Education and Outreach

**Permit Requirements:** *Regulation 40 CFR 122.34(b)(1): “The permittee must implement a public education program to distribute educational materials 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.”*

#### **BMPs to address Public Education and Outreach in the City of Prairie Grove**

PE 1 - A combination of multiple methods will be used to disseminate education information to reach as high a percentage of the population as possible. The methods may include fact sheets, brochures, posters, displays, press releases, PSAs, and/or website postings as appropriate.

PE 2 - Outreach efforts in conjunction with regional partners such as the stormwater education steering committee, the stormwater compliance group, the Illinois River Watershed Partnership, and the Beaver Water District.

PE 3 - Educate the public on pollution prevention activities such as proper use and storage of fertilizers; proper use and storage of pesticides; pet waste management; disposal of household hazardous waste, managing yard debris and composting; water conservation; litter prevention; and many others, as well, provide training to reduce pollution to construction personnel.

#### **Rationale and Decision Process**

The City is working through the Northwest Arkansas Regional Planning Commission to contract with the University of Arkansas Cooperative Extension Service in order to cover a wide range of audiences including government staff, the general public, and youth, multiple outreach genres and methods must be used (booths and materials at local festivals, newspaper articles, school programs, etc.). The contract with Regional Planning and the University of Arkansas Cooperative Extension Service allows for more educational activities to be pursued while providing a unified message for the residents of Northwest Arkansas.

There is also a great need to partner with various organizations to maximize the educational impact. Coordinating with other agencies like the cities of Fayetteville, Rogers, Bentonville, Washington and Benton Counties, the Illinois River Watershed Partnership, and others, helps to keep government staff informed and educated on regional stormwater-related issues, such as existing materials and information available for common use (e.g., monitoring data and results of BMP evaluations), and issues such as Endangered Species Act (ESA) implications for county stormwater management activities.

The Cooperative Extension Service also partners with these organizations and uses media outlets and Extension Service listings to promote volunteer opportunities for stream cleanups and water monitoring. The City of Prairie Grove's strategy for developing and distributing the public education materials is to start with information such as the most typical sources of pollutants in stormwater runoff and the impacts associated with those pollutants, and making this information available as educational handouts, flyers, and mailings by the University of Arkansas Cooperative Extension Service.

Future activities will include outreach presentations, advertisements, and workshops for the public, businesses, industry, and various other stakeholders, to educate them on impacts that the county's stormwater management program may have, and what they can do to improve stormwater quality. Outreach presentations, advertisements, and workshops can target development businesses to utilize new technology methods for stormwater runoff control and encourage Low Impact Development (LID) within development planning.

Numerous topics can be covered by these outreach methods and will include recommendations for topics of interest via steering committees. Topic areas are coordinated to target populations that are defined by the different committees. These multiple partners, venues, and materials allow for at least 50% of the population of the MS4 areas to be reached.

### **Responsible Parties**

- University of Arkansas Cooperative Extension
- Northwest Arkansas Regional Planning Commission
- The City of Prairie Grove Staff

### **Summary of Measurable Goals**

University of Arkansas Cooperative Extension Service staff may use public events, periodic neighborhood surveys, and consultation with community and citizen group leaders to solicit feedback on specific education/outreach efforts. Specific goals are outlined in the contract agreement with the municipality and this contract can be found in the appendix.



## Development/Implementation Schedule Summary

BMP#	PERMIT YEAR				
	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
PE1	Utilize education steering committee to set outreach/education methods, measurable goals, and evaluate program impacts				
	Continue meeting with the stormwater compliance group on a monthly basis to receive feedback on educational efforts and regional training needs.				
PE2	Use multiple outreach methods reach the general public highlighting season-specific and media-driven stormwater management and pollution prevention topics.				
PE3	Program Theme and Target Pollutant: Sediment and Erosion Control, LID, and Green Infrastructure				
	Program Theme and Target Pollutant: Landscape stormwater management and water conservation				
	Program Theme and Target Pollutant: Storm drain dumping and cooking oil disposal				
	Program Theme and Target Pollutant: Pet waste pick-up				
	Program Theme and Target Pollutant: Proper use, handling, and disposal of household hazardous wastes				

## Minimum Control Measure #2:

### Public Involvement/Participation

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

#### **BMPs to address Public Involvement/Participation in the City of Prairie Grove.**

- PI1 Public involvement/participation in stormwater management and policy development.
- PI2 Water resource awareness of county streams and tributaries.
- PI3 Public awareness of stream pollution prevention.

#### **Rationale and Decision Process**

The City is working through the Northwest Arkansas Regional Planning Commission to contract with the University of Arkansas Cooperative Extension Service to continue developing a public involvement/participation program addressing the City of Prairie Grove and 15 other MS4 communities, and potentially other natural or constructed features that provide water quality benefits in the county.

Public involvement/participation in stormwater management and policy development details the public involvement and participation required under the NPDES program. Outreach was directed at the general public as well as applicable professional and environmental organizations and the development community. These events included informational posters and graphic displays, with staff available to answer questions and solicit feedback.

#### **Responsible Parties**

- University of Arkansas Cooperative Extension
- Northwest Arkansas Regional Planning Commission
- The City of Prairie Grove Staff

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

Opportunities for public input on the stormwater management program will be provided on an annual basis in various forms. The City will track these activities on an annual basis. The University of Arkansas Cooperative Extension Service will utilize Master Gardeners and community volunteers for creek cleanups, storm drain stenciling, and assisting with programs utilizing PE2 and PE3 programs.

## Development/Implementation Schedule Summary

BMP#	PERMIT YEAR				
	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
PI1	Implement additional approved public involvement plans.	Identify and implement public involvement activities in implementing Stormwater Policies, implementation actions and BMPs.			
PI2	Initiate development programs and organize participants.	Finalize "Friends-of" program components; implement other natural stormwater water quality features.		Evaluate and update "Friends" program as appropriate.	
	Coordinate citizen volunteers for creek cleanups and storm drain stenciling.				
PI3	Initiate program development and methods of public education linking to Goal #1.	Review program development and methods of public education for effectiveness and improvement.		Evaluate program methods of public education for effectiveness and improvement.	
	Incorporate stormwater pollution prevention into annual Master Gardener training and use trained volunteers for further public outreach and education programs.				

### Minimum Control Measure #3:

#### Illicit Discharges Detection and Elimination (IDDE)

**Permit Requirements:** *The permittee must:*

- 1. Develop, implement and enforce a program to detect and eliminate illicit discharges [as defined in 40 CFR §122.26(b)(2)] into the permittee's small MS4;*
- 2. Develop a storm sewer system map, showing the location of all outfalls and the names and location of all waters that receive discharges from those outfalls;*
- 3. To the extent allowable under State or local law, effectively prohibit, through ordinance, or other regulatory mechanism, non-storm water discharges into the permittee's storm sewer system and implement appropriate enforcement procedures and actions. Possible sanctions include non-monetary penalties (such as stop work orders), fines, bonding requirements, and/or permit denials for non-compliance.*
- 4. Develop and implement a plan to detect and address non-storm water discharges, including illegal dumping, to the permittee's system;*
- 5. Inform public employees, businesses, and the general public of hazards associated with illegal discharges and improper disposal of waste; and*
- 6. Address the following categories of non-storm water discharges or flows (illicit discharges) if the permittee identifies them as significant contributors of pollutants to the permittee's small MS4; water line flushing, landscape irrigation, diverted stream flows, rising ground waters, uncontaminated ground water infiltration (as defined at 40 CFR §35.2055(20), uncontaminated pumped ground water, discharges from potable water sources, foundation drains, air conditioning condensation, irrigation water, springs, water from crawl space pumps, footing drains, lawn watering, individual residential car washing, flows from riparian habitats and wetlands, de-chlorinated swimming pool discharges, and street wash water. Discharges or flows from fire fighting activities are excluded from the effective prohibition.*
- 7. The permittee must also develop a list of other similar occasional incidental non-storm water discharges (e.g. non-commercial or charity car washes) that will not be addressed as illicit discharges. These non-storm water discharges must not be reasonably expected (based on information available to the permittees) to be significant sources of pollutants to the MS4, either because of the nature of the discharges or conditions the permittee have established for allowing these discharges to the permittee's MS4 (e.g., a charity car wash with appropriate controls on frequency, proximity to sensitive water bodies, BMPs on the wash water). The permittee must document in the permittee's storm water management program plan any local controls or conditions placed on the discharges. The permittee must include a provision prohibiting any individual non-storm water discharge that is determined to be contributing substantial amounts of pollutants to the permittee's MS4.*
- 8. The permittee must develop a process to respond to and document complaints relating to illicit discharges.*

## **BMPs to address IDDEs within the City of Prairie Grove**

IDDE1	Illicit Discharges Reporting and Tracking System
IDDE2	Illicit Discharges Response and Enforcement
IDDE3	Storm Sewer Inventory and Mapping
IDDE4	Citywide Illicit Discharge Detection and Elimination
IDDE5	Non-Stormwater Discharge Assessment

### **Rationale**

#### *Illicit Discharges Reporting and Tracking System*

All citizen reports to the city by phone or in person and reports for various City staff of possible illicit discharges will initiate a report file being created. A filing system will be developed to enable the City to investigation and resolve these reports.

#### *Illicit Discharges Response and Enforcement*

All reports will be investigated based on the priority of the report. Investigation will include notification to the responsible party. After a resolution has been reached, all information of the investigation and resolution will be added to the file.

#### *Storm Sewer Inventory and Mapping*

Storm Sewer mapping will be scheduled in the urbanized areas of the City within the five year plan. This mapping will be updated as necessary to add any new storm sewer systems.

#### *Citywide Illicit Discharge Detection and Elimination*

Illicit Discharge Detection will be achieved by citizen reports to the city and City staff reports. The Elimination of these Illicit Discharges can be reached by education of the public, area businesses and City employees.

#### *Non-Stormwater Discharge Assessment*

All Non-Stormwater Discharges discovered during the storm sewer mapping, dry weather screening or public notification will be accessed to determine if the discharge is detrimental to the water system. Ordinances will be created to regulate these Non-Stormwater Discharges.

## **Responsible Parties**

- The City of Prairie Grove Staff
- City and/or Rural Fire Department(s)
- Northwest Arkansas Regional Haz-Mat Team
- Boston Mountain Solid Waste District

## **Summary of Measurable Goals**

The annual report shall include the following, at a minimum:

1. Number of outfalls dry-weather screened.
2. Number of dry-weather flows identified.
3. Number of illicit discharges identified.
4. Number of illicit discharges eliminated.
5. Schedules of elimination of illicit connections that have been identified, but have yet to be eliminated.
6. Summary of any storm sewer mapping updates.

## Development/Implementation Schedule Summary

BMP#	PERMIT YEAR				
	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
<b>IDDE1</b>	Publish and promote phone number and document calls received each year. Develop system to track reports.	Implement program improvements as warranted.	Monitor and revise as necessary.	Monitor and revise as necessary.	Monitor and revise as necessary.
<b>IDDE2</b>	Develop system for responding to complaints received. Maintain investigation reports and responses.	Monitor and revise as necessary.	Monitor and revise as necessary.	Monitor and revise as necessary.	Monitor and revise as necessary.
<b>IDDE3</b>	Identify existing storm sewer system within the permitted area through dry weather inspection.	Complete storm sewer mapping and update maps with new inlets and outfalls as necessary.	Update stormwater maps with new inlets and outfalls as necessary.	Update stormwater maps with new inlets and outfalls as necessary.	Update stormwater maps with new inlets and outfalls as necessary.
<b>IDDE4</b>	Conduct dry weather inspections of existing outfalls in the permitted area. Update storm sewer mapping as necessary.				
<b>IDDE5</b>	Document number and type of complaints received. Document actions taken.	Document number and type of complaints received. Document actions taken.	Document number and type of complaints received. Document actions taken.	Document number and type of complaints received. Document actions taken.	Document number and type of complaints received. Document actions taken.

## Minimum Control Measure #4:

### Construction Site Stormwater Runoff Control

**Permit Requirements:** *The permittee must develop, implement, and enforce a program to reduce pollutants in any stormwater runoff to the permittee's small MS4 from construction activities that result in a land disturbance of greater than or equal to one acre. Reduction of stormwater discharges from construction activity disturbing less than one acre must be included in the permittee's program if that construction activity is part of a larger common plan of development or sale that would disturb one acre or more. For stormwater discharges associated with small construction activity in accordance with 40 CFR §122.26(b)(15)(i), the permittee will develop, implement, and enforce a program to reduce pollutant discharges from such sites. The permittee's program must include the development and implementation of, at a minimum:*

- 1. An ordinance or other regulatory mechanism to require erosion and sediment controls, as well as sanctions to ensure compliance, to the extent allowable under State or local law;*
- 2. Requirements for construction site operators to implement appropriate erosion and sediment control Best Management Practices;*
- 3. Requirements for construction site operators to prevent or control waste that may cause adverse impacts to water quality such as discarded building materials, concrete truck washout, chemicals, litter, and sanitary waste at the construction site;*
- 4. Procedures fore site plan review and land division that incorporate measures to prevent or control potential water quality impacts;*
- 5. Procedures for receipt and consideration of information submitted by the public; and*
- 6. Procedures for site inspection and enforcement of control measures.*

### **BMPs to address Construction Site Stormwater Runoff Control within the City of Prairie Grove**

CSW1	Erosion and Sediment Control Regulation
CSW3	Inspections and Enforcement

### **Rationale and Decision Process**

#### *Erosion and Sediment Control Regulation*

The City will develop and adopt an Erosion and Sediment Control Ordinance to regulate that construction activities within the City follow sound engineering practices to control stormwater runoff from the construction site. This ordinance will require plans to be reviewed and approved by the City prior to construction. This ordinance will also contain language that will require a preconstruction conference to discuss the BMPs and the required maintenance of these controls during construction. Also included will



be language that requires all BMPs to be installed prior to any other construction activity. A sediment control plan will be required for new development. This plan will have to indicate the proper erosion and sediment controls as well as waste controls that include building materials, concrete truck washouts, chemicals, litter and sanitary waste.

*Inspection and Enforcement*

The new Erosion and Sediment Control Ordinance will include mechanisms to enforce compliance with the regulations. All construction sites will be inspected monthly. Reports of non-compliance will be handled by the same tracking system as the illicit discharges. Enforcement, if necessary, will be handled by the City Attorney.

**Responsible Parties**

- The City of Prairie Grove staff, including a designated engineer
- The City of Prairie Grove’s Planning Commission

**Summary of Measurable Goals**

1. New Erosion and Sediment Control Ordinance
2. Number of application sites in the MS4 jurisdiction.
3. Number of preconstruction site plan reviews performed.
4. Number and frequency of site inspections.
5. Number of violation letters issued.
6. Number of enforcement actions taken.
7. Number of complaints received and number followed up.

**Development/Implementation Schedule Summary**

BMP#	PERMIT YEAR				
	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
CSW1	Review existing Municipal Code and Develop Code for erosion and sediment controls for construction sites.	Review annually. Update as necessary.	Review annually. Update as necessary.	Review annually. Update as necessary.	Review annually. Update as necessary.
CSW3	Conduct inspections on an ongoing basis. Document inspections, violations and responses. Review and amend Code as necessary.				

## Minimum Control Measure #5:

### Post-Construction Stormwater Management for New Development and Redevelopment

**Permit Requirements:** *The permittee must:*

1. *Develop, implement, and enforce a program to ensure reduction of pollutants in storm water runoff to the maximum extent practicable (MEP) from new development and redevelopment projects that disturb one acre or more, or less than one acre if they are part of a larger common plan of development or sale, and discharge into the permittee's small MS4. The permittee's program must ensure that controls are in place that would prevent or minimize water quality impacts.*
2. *Develop and implement strategies that include a combination of structural or non-structural BMPs appropriate for the permittee's community.*
3. *Use an ordinance or other regulatory mechanism to address post-construction runoff from new development and redevelopment projects to the extent allowable under State or local law.*
4. *Ensure adequate long-term operation and maintenance of BMPs; and ensure adequate enforcement of ordinance or alternative regulatory program.*

### **BMPs to address Post-Construction Stormwater Management for New Development and Redevelopment within the City of Prairie Grove**

DS1 Erosion and Sediment Control Regulation

DS2 Post Construction Stormwater System Maintenance Inspections and Compliance

### **Rationale and Decision Process**

#### *Erosion and Sediment Control Regulation*

Post Construction Stormwater Management will be a focus for the proposed Erosion and Sediment Control Regulation. Language will be included to address reductions in the pollutant loading to the maximum extent practical from post-construction runoff from new developments and redevelopments.

#### *Post Construction Stormwater System Maintenance Inspection and Compliance*

The proposed code will also include a system for post-construction inspection for new development and redevelopment and compliance. The reporting for these inspections will be tracked in the same system as the illicit discharges. These inspections will provide the City a review the BMPs used in these developments to analyze their effectiveness.

**Responsible Parties**

- The City of Prairie Grove staff, including a designated engineer.

**Summary of Measurable Goals**

The annual report shall include the following, at a minimum:

1. New Erosion and Sediment Control Ordinance

**Development/Implementation Schedule Summary**

BMP#	PERMIT YEAR				
	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
<b>DS1</b>	Review existing Municipal Code and Develop Code for erosion and sediment controls for construction sites.	Review annually. Update as necessary.	Review annually. Update as necessary.	Review annually. Update as necessary.	Review annually. Update as necessary.
<b>DS2</b>	Conduct post-construction inspections on an ongoing basis.				

## Minimum Control Measure #6:

### Pollution Prevention / Good Housekeeping for Municipal Operations

**Permit Requirements:** *The 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; and*

*Using training materials that are available from the ADEQ, EPA, or other organizations, the permittee's program must include employee training 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.*

### **BMPs to address Pollution Prevention / Good Housekeeping for Municipal Operations within the City of Prairie Grove**

OM1 Operation and Maintenance Program

OM2 Training Program

### **Rationale and Decision Process**

#### *Operation and Maintenance Program*

The city will develop and implement an operation and maintenance program for all municipal facilities. This program will include all facilities owned and operated by the city. Each facility will be evaluated to determine what, if any, BMPs will be appropriate. Finally written procedures will be developed for the operation and maintenance of these facilities.

#### *Training Program*

As part of the contract with Northwest Arkansas Regional Planning Commission and the University of Arkansas Cooperative Extension Service, Cooperative Extension Service employees will provide training at least once a year to MS4 municipalities. The training will use materials that include information on construction sites, open-space maintenance, and fleet and building maintenance. Training will stress how the employees are the "eyes and ears" of the City and that they should learn to recognize signs of illicit discharge and how to properly report these instances. Recommendations from City employees are also addressed during the regional stormwater compliance committee monthly meetings, and these recommendations help to shape the educational outreach messages.

### Responsible Parties

- The City of Prairie Grove's Public Works Department
- University of Arkansas Cooperative Extension

### Summary of Measurable Goals

- List of Municipal Facilities
- Operation and Maintenance Procedures including BMPs implemented
- Summary of employee training program(s) implemented with the number of employees that attended.

### Development/Implementation Schedule Summary



BMP#	PERMIT YEAR				
	Permit Year 1	Permit Year 2	Permit Year 3	Permit Year 4	Permit Year 5
OM1	Take inventory of all Municipal Facilities. Determine appropriate BMPs for these Facilities	Develop written Operations and Maintenance Procedures			
OM2	Conduct annual training for employees.				


# APPENDIX

# City of Prairie Grove MS4 2010 URBANIZED AREAS



**Legend**

-  City Limits
-  Urbanized Area



**MEMORANDUM OF UNDERSTANDING FOR THE MS4  
JURISDICTIONS OF NORTHWEST ARKANSAS AND  
THE NORTHWEST ARKANSAS REGIONAL PLANNING  
COMMISSION**

**WHEREAS**, eighteen cities in Benton and Washington Counties, the counties themselves, and the University of Arkansas meet the U.S. Environmental Protection Agency's "small" urbanized area municipal separate storm sewer (MS4) criteria, and must comply with national Phase II Stormwater Regulations; and

**WHEREAS**, the Arkansas Department of Environmental Quality (ADEQ), the state agency authorized by EPA to issue National Pollutant Discharge Elimination System (NPDES) permits requiring and ensuring compliance, will establish dates for affected entities to be covered under Arkansas' general permit for MS4s; and

**WHEREAS**, said permit requires development, implementation, and evaluation of a stormwater management plan, that addresses each of the six minimum control measures identified in the Phase II Storm Water Regulations contained in 40 CFR 122.26 and outlined in Part I.B.; and

**WHEREAS**, the Northwest Arkansas Regional Planning Commission (NWARPC) has coordinated meetings between representatives of affected jurisdictions in an effort to determine, in the interest of economy and efficiency, whether certain stormwater permit components could be addressed collectively, rather than individually; and

**WHEREAS**, it has been determined that a cost effective, regional approach to certain minimum control measures required as part of the permit – namely Public Education and Outreach, Public Involvement and Participation, and the education component of Pollution Prevention/Good Housekeeping – is both logical and appropriate; and

**WHEREAS**, the NWARPC previously requested and received statements of qualifications from interested institutions and firms with demonstrated water quality educational expertise, and has, in cooperation with representatives of affected MS4 jurisdictions, endorsed the attached proposal from the University of Arkansas Cooperative Extension Service; and

**WHEREAS**, the ADEQ has endorsed the regional concept and proposal for addressing said minimum control measures; and

**WHEREAS**, said representatives of affected MS4s have also endorsed the distribution of costs associated with the proposal as shown on the attached cost allocation plan; and



**Cost Allocation\* of U of A Cooperative Extension Service NWA Regional Stormwater Education Program  
and NWA Regional Planning Commission Stormwater Coordination for NWA MS4 Jurisdictions  
based on the Urbanized Area Population of the 21 NWA MS4 Jurisdictions in the 2010 US Census**

*2010 Block Census Data*

Jurisdiction	Urbanized Area Population	% Urbanized Area Population	Cost for 2013 NWA Regional Urban Stormwater Education Program
Bella Vista	22,841	7.74%	\$14,739.78
Benton County	5,338	1.81%	\$3,448.97
Bentonville	33,801	11.45%	\$21,812.50
Bethel Heights	2,332	0.80%	\$1,522.33
Cave Springs	989	0.33%	\$625.32
Centerton	9,195	3.10%	\$5,895.01
Elkins	1,991	0.67%	\$1,284.83
Elm Springs	873	0.29%	\$557.90
Farmington	4,964	1.68%	\$3,203.27
Fayetteville	65,457	22.18%	\$42,240.78
Greenland	721	0.24%	\$465.28
Jennett	3,123	1.05%	\$2,015.64
Little Flock	1,742	0.59%	\$1,124.15
Lowell	5,574	1.89%	\$3,724.34
Pea Ridge	4,298	1.46%	\$2,773.59
Prairie Grove	89	0.03%	\$54.52
Rogers	54,897	18.60%	\$35,426.19
Springdale	68,089	23.07%	\$43,838.82
Tontitown	71	0.02%	\$45.82
U of A	5,801	1.97%	\$3,743.51
Washington County	1,868	0.63%	\$1,205.46
<b>Totals</b>	<b>295,081</b>	<b>100.00%</b>	<b>\$190,422.00</b>

Note: Budget year runs from January 1 through December 31 of each calendar year

\* These dollar breakouts assume all jurisdictions participate.

Prairie Grove

**WHEREAS**, the Board of Directors of the NWARPC have authorized the Commission to act as the financial clearinghouse and primary contractor, on behalf of said MS4s, in connection with said proposal.

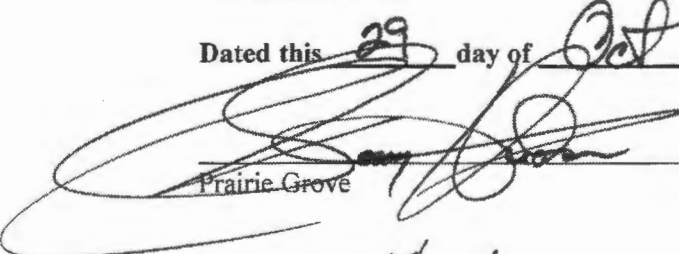
**NOW, THEREFORE BE IT RESOLVED THAT WE, THE UNDERSIGNED MS4 JURISDICTION, AND THE BOARD OF DIRECTORS OF THE NORTHWEST ARKANSAS REGIONAL PLANNING COMMISSION, AGREE AS FOLLOWS:**

**SECTION 1.** To participate in a 1-Year Regional Stormwater Education and Coordination Program (January 1, 2013 – December 31, 2013), to be carried out by the University of Arkansas Cooperative Extension Service through an engagement with the Northwest Arkansas Regional Planning Commission, with costs based on each jurisdiction's pro-rated share of region's 2010 urbanized area population; it being understood that said services to be provided shall satisfy requirements for the federally mandated minimum control measures referenced herein. Commitments for participation in said program in future years will require governing body approval on a year-to-year basis.

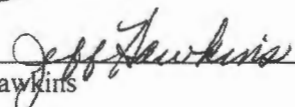
**SECTION 2.** To participate financially in accordance with the attached cost allocation plan. Any increases in the costs allocated to the undersigned MS4 due to the failure of other MS4 jurisdictions to participate shall be subject to the approval of the undersigned MS4.

**SECTION 3.** That all funds received by NWARPC from MS4s shall be utilized in their entirety for stormwater management program services and coordination activities in connection with EPA Phase II Stormwater Program requirements, and shall be accounted for separately from all other Commission funds.

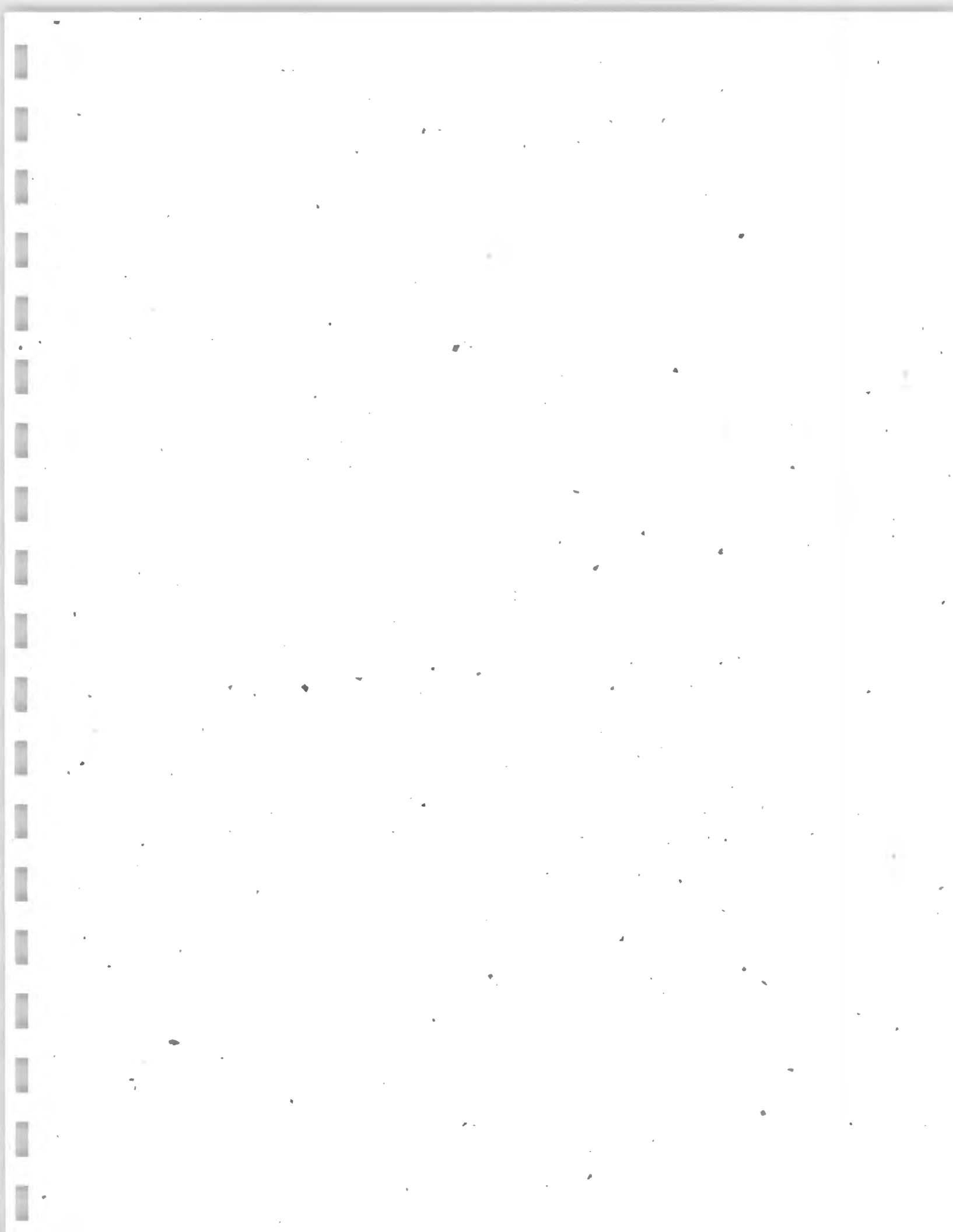
Dated this 29 day of Oct, 2012.

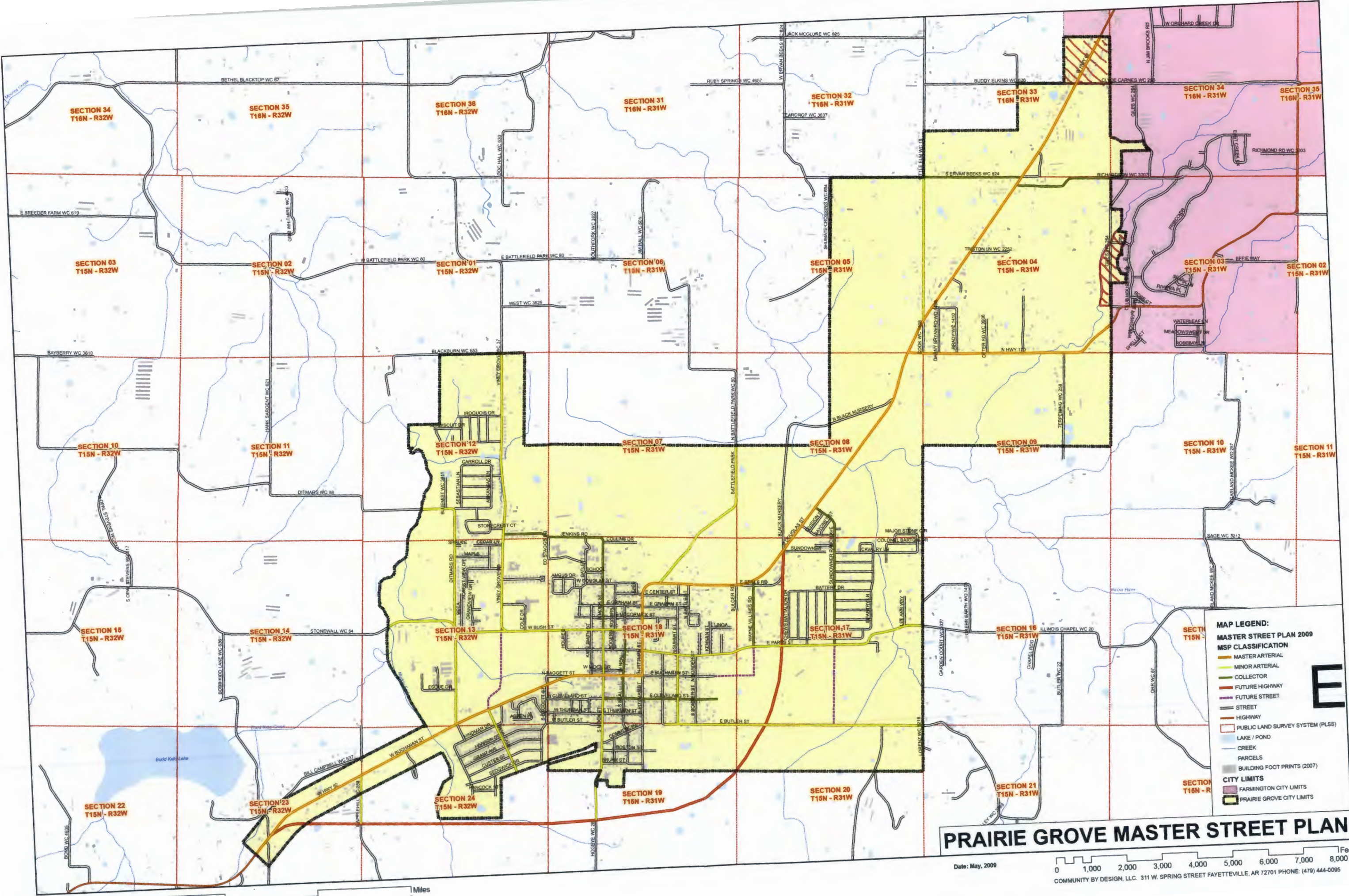
  
\_\_\_\_\_  
Prairie Grove

MS4 Jurisdiction

  
\_\_\_\_\_  
Jeff Hawkins

NWARPC





- MAP LEGEND:**
- MASTER STREET PLAN 2009**
- MSP CLASSIFICATION**
- MASTER ARTERIAL
  - MINOR ARTERIAL
  - COLLECTOR
  - FUTURE HIGHWAY
  - FUTURE STREET
  - STREET
  - HIGHWAY
  - PUBLIC LAND SURVEY SYSTEM (PLSS)
  - LAKE / POND
  - CREEK
  - PARCELS
  - BUILDING FOOT PRINTS (2007)
- CITY LIMITS**
- FARMINGTON CITY LIMITS
  - PRAIRIE GROVE CITY LIMITS

# PRAIRIE GROVE MASTER STREET PLAN

Date: May, 2009

0 1,000 2,000 3,000 4,000 5,000 6,000 7,000 8,000 Feet

COMMUNITY BY DESIGN, LLC. 311 W. SPRING STREET FAYETTEVILLE, AR 72701 PHONE: (479) 444-0095

0 0.25 0.5 1 1.5 2 Miles