

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 Alma	ARR040051	88-01433

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	804 Fayetteville Ave	
County	Crawford	
Urbanized/Core Areas	Alma	
Receiving Stream	Little Frog Bayou	
Ultimate Receiving Stream	Arkansas River	
Contact Person & Title	Jerry Parsons, Code Enforcement Official	
Telephone Number	(479) 632-4110	
Cognizant Official & Title	Jerry Parsons, Code Enforcement Official	
Responsible Official & Title	Keith Greene, Mayor	Jerry Martin, Mayor

Are the mailing and invoice addresses the same?

Yes or No*

*If "No," please provide invoice address:

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: Jerry Martin
 Responsible Official Title: Mayor
 Responsible Official Signature: [Signature]
 Date: 6-19-19

Return the NOI form to the address below or send it electronically to: 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

STORM WATER MANAGEMENT PLAN (SWMP)

City of Alma, Arkansas

Small Municipal Separate Storm Sewer System (MS4)

Phase II MS4 Permit No. ARR040000, Tracking No. ARR040051, AFIN 88-01433



Table of Contents

Acronyms	iii
Definitions	iii
Introduction	1
Regulatory Requirement.....	1
Storm Water Management Program.....	1
Program Overview	3
Background Information for the City of Alma.....	3
Historical City Storm Water Management.....	3
Management Program Development Process	3
Public Review of the Storm Water Management Program.....	5
Recordkeeping and Tracking	5
Organization	5
MCM 1. Public Education and Outreach	7
MCM 2. Public Involvement and Participation	12
MCM 3. Illicit Discharge Detection and Elimination ...	15 <small>Error! Bookmark not defined.</small>
MCM 4. Pollution Prevention/Good Housekeeping for Municipal Operations	20
MCM 5. Construction Site Storm Water Runoff Control.....	24
MCM 6. Post-Construction Management in New Development and Redevelopment.	28
SECTION 7.0 BMP Implementation Schedule.....	32

Acronyms

BMP	Best Management Practice
CWA	Clean Water Act
EPA	Environmental Protection Agency
PWD	City of Alma Public Works Department
GIS	Geographic Information Systems
HHW	Household Hazardous Waste
MEP	Maximum Extent Practicable
MCM	Minimum Control Measure
MS4	Municipal Separate Storm Sewer System
NPDES	National Pollutant Discharge Elimination System
P2	Pollution Prevention
SIC	Standard Industrial Classification
SSO	Sanitary Sewer Overflow
SWMP	Storm Water Management Program
SWPP	Storm Water Pollution Prevention
SWP3	Storm Water Pollution Prevention Plan
SWQM	Surface Water Quality Monitoring
TMDL	Total Maximum Daily Load
ADEQ	Arkansas Department of Environmental Quality
NPDES	National Pollutant Discharge Elimination System

Definitions

Best Management Practices – schedules of activities, prohibitions of practices, maintenance procedures, and other management practices to prevent or reduce the pollution of waters of the United States. Best management

practices also include treatment requirements, operating procedures, practices to control plant site runoff, spillage or leaks, sludge or waste disposal, or drainage from raw material storage.

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

Discharge – when used without a qualifier, refers to the discharge of storm water runoff or certain non-storm water discharges as allowed under the authorization of this general permit.

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

Illicit Discharge – any discharge to a municipal separate storm sewer that is not composed entirely of storm water except discharges pursuant to a National Pollutant Discharge Elimination System permit (other than the municipal separate storm sewer).

Municipal Separate Storm Sewer System – a conveyance or system of conveyances including roads with drainage systems, municipal streets, catch basins, curb, gutters, ditches, man-made channels, or storm drains.

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

Outfall – a point source at the point where a municipal separate storm sewer discharges to waters of the United States.

Permitting Authority – for the purposes of this general permit, the ADEQ.

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

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

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

Waters of the United States – Waters of the United States or waters of the U.S. means:

- (a) all waters which are currently used, were used in the past, or may be susceptible to use in interstate or foreign commerce, including all waters which are subject to the ebb and flow of the tide;
- (b) all interstate waters, including interstate wetlands;
- (c) all other waters such as interstate lakes, rivers, streams (including intermittent streams), mudflats, sandflats, wetlands, sloughs, prairie potholes, wet meadows, playa lakes, or natural ponds that the use, degradation, or destruction of which would affect or could affect interstate or foreign commerce including any such waters:
 - (1) which are or could be used by interstate or foreign travelers for recreational or other purposes;
 - (2) from which fish or shellfish are or could be taken and sold in interstate or foreign commerce; or
 - (3) which are used or could be used for industrial purposes by industries in interstate commerce;

- (d) all impoundments of waters otherwise defined as waters of the United States under this definition;
- (e) tributaries of waters identified in paragraphs (a) through (d) of this definition;
- (f) the territorial seas; and
- (g) wetlands adjacent to waters (other than waters that are themselves wetlands) identified in paragraphs (a) through (f) of this definition.

Introduction

Regulatory Requirement

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

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

The Arkansas Department of Environmental Quality (ADEQ) received authority to administer the NPDES permit program in Arkansas for those discharges under the regulatory authority of the agency.

The Storm Water Phase II rule, promulgated December 8, 1999, was the next step in the EPA's efforts to preserve, protect, and improve the nation's water resources from polluted storm water runoff. The Phase II program requires small MS4s (serving populations <100,000 based on the 1990 census) in urbanized areas to implement programs and practices to control polluted storm water runoff through the NPDES permit program. As of result of the 2010 census, this program now includes the City of Alma. The City is required to:

- reduce the discharge of pollutants to the maximum extent practicable (MEP);
- protect water quality;
- satisfy the appropriate water quality requirements of the Clean Water Act; and
- manage storm water quality activities through the Storm Water Management Program (SWMP).

Storm Water Management Program

On August 1, 2019 the ADEQ issued the MS4 NPDES General Permit ARR040000 authorizing storm water and certain non-storm water discharges to the City's MS4. Small MS4s that meet the regulated criteria for Phase II of the NPDES Storm Water Program were required to submit a Notice of Intent (NOI) and Storm Water Management Program (SWMP). By submitting a SWMP and NOI to comply with the NPDES Phase II regulations, the City of Alma acknowledges the regulatory authority of the ADEQ and agrees to comply with NPDES ARR040000 permitting requirements to discharge directly into surface waters. This permit and authorization shall expire July 31, 2024. An annual report documenting compliance with the SWMP will be submitted no later than March 31 of the following year. . The annual report will address the previous permit year.

The City of Alma developed the SWMP in accordance with the requirements of the NPDES General Permit ARR040000. The SWMP will facilitate the City's efforts in reducing storm

water pollutants from the City's MS4, thereby protecting the City's storm water quality to the maximum extent practicable (MEP). Included in the SWMP are specific best management practices (BMPs) that will be implemented to reduce pollutants, measurable goals for each BMP, and an implementation schedule developed for the one-year permit term. Various BMPs were developed for each of the six minimum control measures (MCMs) that are required by the Phase II Rule. These six MCMs are:

- Public Education and Outreach on Storm Water Impacts;
- Public Participation and Involvement;
- Illicit Discharge Detection and Elimination;
- Construction Site Runoff Control;
- Post-Construction Runoff Control; and
- Pollution Prevention and Good Housekeeping.

Program Overview

Background Information for the City of Alma

The City of Alma is situated along interstate 40 approximately 13 miles from the western border of Arkansas. The City of Alma was incorporated in 1873. The community covers approximately 5 square miles of area and had a population estimated at 5,419 in 2010.

Several small tributaries in Alma drain to two larger streams: Little Frog Bayou and Frog Bayou. The majority of the tributaries run from north to south to Little Frog Bayou which feeds Frog Bayou. Frog Bayou meanders south to the Arkansas River.

Historical City Storm Water Management

The Public Works Department and the Planning, Building & Zoning Division oversee and inspect the infrastructure construction of new development and redevelopment. The Code Enforcement Division ensures the effectiveness of erosion control measures during development and redevelopment through permitting. The Planning Commission also encourages the preservation of natural channels and requires drainage easements and control measures in the 100-year floodplain.

The Public Works Department has identified and addressed problematic areas pertaining to storm water in the past. These issues have been addressed through enforcement when necessary. The responsibility for the MS4 and SWMP is now under the Planning, Building & Zoning Division.

Management Program Development Process

The hydrology and water quality concerns of the City of Alma have been considered in developing this Storm Water Management Program. In preparing the Program, the City of Alma's Public Works Department conducted meetings with city personnel to discuss the different activities that may have storm water impacts. Some of the functions that have been identified as having a potential impact have included streets services, equipment maintenance services, code enforcement, fire, parks and recreation, and building inspections.

The Program describes several BMPs that address storm water issues identified as most prevalent or problematic in the watersheds served by the MS4. The BMPs meet several objectives created by the aforementioned departments. These objectives, organized by minimum control measure, are to:

Public Education:

- Inform residents, visitors, public service employees, businesses, commercial and industrial facilities, and construction site personnel of steps they can take to improve storm water quality and explain the impacts of non-point source pollution to storm water.

- Educate commercial, industrial, and institutional groups about the impacts of their work on the storm water quality and the steps needed to reduce these effects.
- Address the viewpoints of various economic and cultural groups in the design of the education program.

Public Involvement:

- Comply with any State and local public notice requirements when implementing a public involvement/participation program.
- Include the public in the development, implementation, and review of the storm water management program.
- Include input from different economic and cultural groups.

Illicit Discharge Detection and Elimination:

- Develop a comprehensive map of the storm sewer system.
- Develop a program for the detection and tracking of illicit discharges.
- Develop an ordinance that will effectively eliminate illicit discharges.

Construction:

- Have an ordinance or other regulatory mechanism requiring the implementation of proper erosion and sediment controls, and controls for other wastes, on applicable construction sites.
- Have procedures for site plan review of construction plans that consider potential water quality impacts.
- Have procedures for site inspection and enforcement of control measures.
- Have sanctions to ensure compliance (established in the ordinance or other regulatory mechanisms).
- Establish procedures for the receipt and consideration of information submitted by the public.

Post-Construction:

- Develop and implement strategies which include a combination of structural and/or non-structural BMPs.
- Have an ordinance or other regulatory mechanism requiring the implementation of post-construction runoff controls to the extent allowable under State, Tribal, or local laws.
- Ensure adequate long-term operation and maintenance of controls.

Pollution Prevention/Good Housekeeping for Municipal Operations:

- Review maintenance activities.
- Review maintenance schedules.
- Long-term inspection procedures for structural and non-structural storm water controls to reduce floatables and other pollutants discharged from the separate storm sewer.

- Controls for reducing or eliminating the discharge of pollutants from streets, roads, highways, municipal parking lots, maintenance and storage yards, maintenance shops with outdoor storage areas, sand storage locations, disposal areas.
- Procedures for properly disposing waste removed from the separate storm sewers and areas listed above (such as accumulated sediments, floatables, and other debris).

Public Review of the Storm Water Management Program

In accordance with the General Permit ARR040000, Part 4.2.2, the NOI and SWMP is available to the public if requested in writing at 804 Fayetteville Ave, Planning, Building & Zoning Division. As an extra outreach resource, the SWMP is on the City website at <https://www.cityofalma.org/stormwater/> Opportunity to comment is available on the website by return address to gray@cityofalma.org.

Recordkeeping and Tracking

In accordance with the General Permit ARR040000, Part 4.2.2, Section A, the City of Alma retains all records, a copy of the NPDES General Permit, and records of all data used to complete the application for the General Permit and makes this information available to the public if requested to do so in writing.

The City of Alma tracks all BMP activities, results, and changes to the SWMP through an annual report submitted to the ADEQ by June for each year of the permit term. To keep the City of Alma in compliance with the General Permit conditions, the annual report includes all factors required by the General Permit, including the status of the compliance with permit conditions, assessments of BMPs, and any changes to the SWMP.

Table of Organization

The City of Alma, Arkansas operates under a Mayoral form of government. Six (6) Council members (elected, at large, from geographic wards) and a Mayor (elected at-large) represent the City and set City policies. The mayor and council appoint department heads, who are responsible for preparing recommendations for councils' consideration, serve as the councils' advisors, and carry out the councils' policies. The City Attorney assists with updating existing ordinances and writing and implementing new ordinances.

Table of Organization

Position/Department	Name/Contact Information	Responsibilities
Planning Director Planning, Building & Zoning Division	Malcolm "Buddy" Gray 804 Fayetteville Avenue Alma, Arkansas 72921 479.632.0441	Cognizant Official SWMP, Plan Review, Record Keeping of SWMP, NOI, SWPPP, Enforcement Items, Minimum Control Measures, Website
Public Works Director Public Works Dept.	Mark Yardley, CFM 811 Fayetteville Ave Alma, Arkansas 72921 479.632.2254	Plan Review for Public Works Projects
Chief Building Official City Clerk's Office	Jerry "Pee Wee" Parsons 804 Fayetteville Ave Alma, Arkansas 72921 479.430.0273	Plan Review Enforcement Construction Site Inspection
City Clerk City Clerk Office	Crissy Inge 804 Fayetteville Ave Alma, Arkansas 72921 479.632.4110	Website Posting Facebook Account Record Keeping
Parks & Recreation Superintendent City Clerk's Office	Mike Walker 804 Fayetteville Ave Alma, Arkansas 72921 479.650.7953	Housekeeping Parks Swimming Pools Mowing
Streets Superintendent Public Works Dept.	Rick Hamilton 811 Fayetteville Ave Alma, Arkansas 72921 479.632.5040	Housekeeping Streets Ponds Mowing ROW
Alma Water Utilities Operations Supervisor Public Works Dept.	Jay Christello 811 Fayetteville Ave Alma, Arkansas 72921 479.632.2254	Water Main Flushing/Leaks Sanitary Sewer Leaks Water Quality Testing Plan Review

Minimum Control Measures
Section 1.0
Public Education and Outreach (MCM #1)

1.1 MCM #1 Regulatory Requirement(s)

(a) A public education program to distribute educational materials to the community or conduct equivalent outreach activities that will be used to inform the following groups within the MS4 area:

- (1) residents;
- (2) visitors;
- (3) public service employees;
- (4) businesses;
- (5) commercial and industrial facilities; and
- (6) construction site personnel.

The outreach must inform the public about the impacts of polluted storm water run-off can have on water quality, hazards associated with illegal discharges and improper disposal of waste, and ways they can minimize their impact on storm water quality.

(b) Via documentation, the MS4 operator must reach at least 50% of the population within the MS4 area to meet this measure.

1.2 MCM #1 Current Programs

The City of Alma provides general public education to residents by several means of communication including:

- > News releases - The City publishes news releases in the local daily newspaper and posts them on the City website.
- > Water quality mailouts - The City sends mailouts with information regarding drinking water quality to residents annually as required by Arkansas Department of Health.
- > City website - News releases and public notices are posted on the City's website.
- > City Council meetings, board/commission meetings are covered by local media. Other media discuss upcoming city events and current issues.

1.3 MCM #1 Selected BMPs

1.3.1 BMP1-1 - Public Mailouts/Newsletter

Alma will develop and distribute information pieces on storm water quality and drainage issues in the City. These information pieces target City residents and provide information on what residents can do to help address these issues. The information pieces will be distributed as inserts in City utility bills.

Measurable Goals

The measurable goal for implementing this BMP 1-1 is to distribute one information piece each year. Copies of the releases and the dates published will be kept in an appendix to this Plan. Implementation follows the schedule in Section 7.0.

Responsible Persons The Planning Director has responsibility for development and implementation of Public Education BMP1-1.

Selection Rationale

Public mailouts were selected as a BMP for MCM#1 because this fits within the City's current activities (annual water quality mailout) and will reach a large percentage of the population.

1.3.2 BMP1-2 - News Releases

The City develops storm water quality news releases of interest to the general public published in the local newspaper. Information related to the SWMP is provided along with announcements regarding upcoming events (refer to Section 2, Public Involvement/Participation).

Measurable Goals

The measurable goal for implementation of BMP1-2 is to develop and publish one storm water news release per year. Copies of the releases and the dates published will be kept in an appendix to this Plan. Implementation follows the schedule in Section 7.0.

Responsible Persons

The City Clerk's Office and the Planning, Building & Zoning Division share responsibility for implementation of BMP1-2. Content for the news releases will be developed by the Planning, Building & Zoning Division. The news releases will be provided to the City Clerk's Office for coordination with the local newspaper to publish the releases.

Selection Rationale

News releases were selected as a BMP for MCM#1 because this fits within the City's current activities.

1.3.3 BMP1-3 - City Storm Water Web Page

Alma uses their City website to inform the public about the SWMP. The web page includes general storm water quality information as well as topics of interest to the general public.

Measurable Goals

The measurable goals for implementation of BMP1-3 include maintaining the storm water web page. Implementation will be follow the schedule in Section 7.0.

Responsible Persons

The City Clerk's office has responsibility for creating informational pieces and updating the webpage. Information necessary to create and update the web page will be provided by the Planning, Building & Zoning Division.

Selection Rationale

Updating the storm water web page was selected as a BMP for MCM#1 because the City has created a webpage and employs personnel capable of creating informational pieces and updating the existing webpage.

1.3.4 BMP1-4 - Business Storm Water Quality Flyer

The City will distribute storm water quality flyers for target businesses, such as vehicle service, garden suppliers, food service and shopping centers.

Measurable Goals

The measurable goal for implementation of BMP1-4 is distributing one flyer per year. Implementation will follow the schedule in Section 7.0.

Responsible Persons

Planning, Building & Zoning Division will coordinate responsibility for development and implementation of BMP1-4 with Alma Water Utilities.

Selection Rationale

Alma selected business storm water quality flyers as one of their BMPs for MCM #1 because this is the most effective means of reaching local businesses.

1.3.5 BMP1-5 - Construction/Post-Construction Handout

The City developed a handout describing erosion and sediment controls available for the development community. The handout will be provided to all Development Permit applicants. In addition, the handout is posted on the City's storm water web page (https://drive.google.com/file/d/0B_0aU-iKHL3Bd3h5SUJuMm52eG8/view). This BMP1-5 also meets the requirements for Construction Site Storm Water Runoff Control (refer to Section 5) and Post- Construction Storm Water Management in New Development and Redevelopment (refer to Section 6).

Measurable Goals

The measurable goal for implementation of BMP1-5 is to distribute the handout to 100 percent of Development Permit applicants. Implementation will follow the schedule in Section 7.0.

Responsible Persons

The City Clerk's office has responsibility for development and implementation of BMP1-5.

Selection Rationale

Alma elected to distribute construction/post-construction handouts as part of MCM #1 because this will help the City gain support for the SWMP from the development and construction community. In addition, the City has the ability to produce such a document.

1.3.6 BMP1-6 - Municipal Employee Training

The City conducts an orientation program for new employees and regular safety training for existing employees. A pollution prevention/good housekeeping video has been shown to all current employees during the safety training. New employees will watch the video during their orientation. Additional training will be provided as necessary when new programs or procedures are implemented. The City will document that all employees receive the training. This BMP also meets the requirements for Pollution Prevention and Good Housekeeping for Municipal Operations (refer to Section 4).

Measurable Goals

The measurable goals for implementation of BMP1-6 include providing training to existing employees, including the video in new employee orientation, and beginning additional training as necessary. Development and implementation follow the schedule in Section 7.0

Responsible Persons

The Department Heads have responsibility for implementation of BMP1-6. The video will be provided by the Public Works Department.

Selection Rationale

Use of a video to provide training to municipal employees was selected as a BMP for MCM #1 because the City already provides regular training to employees.

1.3.7 BMP1-7 - Documentation of Public Education and Outreach

The City documents their public education and outreach efforts to show a reasonable attempt was made to reach all constituents, including residents, visitors, public service employees, businesses, commercial and industrial facilities, and construction site personnel.

Measurable Goals

The measurable goals for implementation of BMP 1-7 include developing documenting outreach efforts. Implementation will follow the schedule in Section 7.0.

Responsible Persons

City Clerk's Office has responsibility for updating and implementing BMP1-7.

Selection Rationale

Alma selected this BMP to meet the ADEQ permit requirement for documenting public education and outreach efforts.

Minimum Control Measures
Section 2.0
Public Involvement / Participation (MCM #2)

2.1 MCM #2 Regulatory Requirement(s)

- (a) Identify and implement a public involvement and participation program. This must include provisions to allow opportunities for all constituents within the MS4 area to participate in the storm water management program development and implementation.
- (b) The MS4 operator must, at a minimum, comply with State and local public notice requirements when implementing a public involvement/participation program.
- (c) The MS4 operator must, via documented efforts, ensure that sufficient opportunities were allotted to involve all constituents interested in participating in the program process to meet this measure.

2.2 MCM #2 Current Programs

Currently, the City has a few volunteer programs that promote public involvement. These programs, which are coordinated through the Public Works Department includes Downtown Cleanup & Beautification Projects and Yard Waste Recycling. Alma citizens and groups are encouraged to undertake beautification projects for public parks and other areas.

2.3 MCM #2 Selected BMPs

2.3.1 BMP2-1 - Comply with State and Local Public Notice Requirements

Alma will comply with state and local public notice requirements when implementing a public involvement/participation program. The City typically follows the advertisement requirements outlined in the Arkansas Bid Laws (30 Arkansas Administrative Code Chapter 271, Section 271.025). These requirements will be followed for the public involvement/participation program.

Measurable Goals

The measurable goal for implementation of BMP 2-1 is to provide state and local required public notice for all public meetings held to discuss the SWMP. Copies of the notices provided to the local newspaper will be kept in an appendix to this Plan to document the notice requirements were met. Implementation will follow the schedule in Section 7.0.

Responsible Persons

The person organizing the meeting or event has responsibility for publishing the public notice and providing a copy of the notice to the City Clerk's Office for documentation.

Selection Rationale

Alma selected this BMP to meet the ADEQ permit requirement for publicizing events and meetings related to the SWMP.

2.3.2 BMP 2-2 – Pre-Construction/Pre-Bidders Meetings

The City will hold meetings with contractors during the development of updates to the SWMP to inform the public about the SWMP and solicit input for the SWMP updates. Key stakeholder groups include residents/general public, developers, industry and local government. The public notice requirements outlined in Section 2.3.1 will be followed in publicizing these meetings.

Measurable Goals

The measurable goals for implementation of this BMP 2-2 is to hold meetings with developers, contractors, and the general public to inform and solicit opinions on the updates of the SWMP as updates are proposed. Public notice and minutes will be kept in the appendix to this Plan.

Responsible Persons

The Planning, Building & Zoning Division is responsible for development and implementation of this BMP.

Selection Rationale

Pre-Construction/Pre-Bidder's meetings were selected as a BMP for MCM #2 to gain support for Alma's SWMP and involve different groups in the updates to this Plan.

2.3.3 BMP2-3 - Public SWMP Presentations

Alma provides presentations annually on the City's SWMP and the Phase II requirements. The material is presented periodically at public meetings to reach other local groups, including City staff, developers and contractors, industry, and the general public. Public notices in the newspaper and on the City website are used to publicize the presentations.

Measurable Goals

The measurable goals for implementation of this BMP 2-3, the presentations occur annually beginning in Year 2. Copies of public notices and presentations will be kept in an appendix to this Plan.

Responsible Persons

The Planning Director has responsibility for developing the presentation and workshop materials, as well as coordinating the presentation and workshops.

Selection Rationale

Public presentations were selected as a BMP for MCM #2 to help educate City Council and other local groups on the City's SWMP.

2.3.4 BMP2-4 - Documentation of Public Involvement/Participation

The City implements procedures for documenting their public involvement/participation efforts to show a reasonable attempt was made to involve all members of the community in the City's SWMP.

Measurable Goals

The measurable goals for implementation of BMP 2-4 include documentation of public participation. Continued implementation will follow the schedule in Section 7.0.

Responsible Persons

The City Clerk's Office has responsibility for updating and implementation of BMP2-4.

Selection Rationale

Alma selected this BMP to meet the ADEQ permit requirement for documenting public involvement/participation efforts.

Minimum Control Measure

Section 3.0

Illicit Discharge Detection and Elimination (MCM #3)

3.1 MCM #3 Regulatory Requirement(s)

- (a) Illicit Discharges A section within the SWMP must be developed to establish a program to detect and eliminate illicit discharges to the MS4. The SWMP must include the manner, ordinance or other regulatory mechanism, used to effectively prohibit illicit discharges.
- (1) Detection - The SWMP must list the techniques used for detecting illicit discharges.
 - (2) Elimination - The SWMP must include appropriate enforcement procedures and actions for removing the source of an illicit discharge.
- (b) Non-Storm Water Discharges A section within the SWMP must be developed to establish a program to detect and address non-storm water discharges and illegal dumping to the MS4. All non-storm water flows, including those listed in Part II.B. and Part VII.B., must be considered by the permittee to determine if they are a significant contributor of pollutants to the MS4. All non-storm water discharges that significantly contribute pollutants to the MS4 must be effectively prohibited. The prohibition must be done through an ordinance or other regulatory mechanism unless the MS4 operator does not have the authority to develop ordinances or other regulatory mechanisms. The regulations must include appropriate enforcement procedures and actions.
- Fire fighting activities are excluded from being prohibited and only need to be addressed if they are determined to be a significant contributor of pollutants to the MS4.
- (c) Incidental Non-Storm Water Discharges A list of occasional incidental non-storm water discharges that will not be addressed as illicit discharges may also be developed. If developed, the listed discharges must not be reasonably expected to be significant sources of pollutants, because of either the nature of the discharge or the conditions that have been established for allowing these discharges to the MS4. Any local controls or conditions placed on these discharges must be documented in the SWMP. The SWMP must also include a provision prohibiting any individual non-storm water discharge that is determined to be contributing significant amounts of pollutants to the MS4.
- (d) Storm Sewer Map
- (1) A map of the storm sewer system must be developed and must include the following:
 - (i) the location of storm sewer pipes, ditches, and other conveyances owned by the permittee, or at a minimum, the drainage area for each outfall;
 - (ii) the location of all major outfalls; and
 - (iii) the names and locations of all waters of the U.S. that receive discharges from the outfalls.

- (2) The SWMP must include the source of information used to develop the storm sewer map, including how the outfalls were verified and how the map will be regularly updated.

3.2 MCM #3 Current Programs

Alma has an updated Geographic Information System (GIS) based mapping system that currently includes a street base map and Parcel map. The water and sewer systems have been mapped, and the GIS system is updated as additional water and sewer improvements are completed.

The City's Development Guide requires that as-built drawings for public infrastructure must be submitted to the City following project completion in both digital and hard copy format. This will allow the City to regularly update the drainage map.

3.3 MCM #3 Selected BMPs

3.3.1 BMP3-1 - Storm Sewer Map

Alma has created a storm sewer system map showing the location of all outfalls, the names and locations of all water of the U.S. that receive discharges from those outfalls, and all drainage conveyances (i.e. channels, pipes). As part of the mapping effort, the locations of outfalls will be verified. This map is updated using as-built drawings for new developments.

Measurable Goals

The measurable goals for implementation of BMP3-1 are an updated storm sewer system map using the aerial base map. Implementation follows the schedule in Section 7.0.

Responsible Persons

The Planning, Building & Zoning Division has responsibility for development and implementation of this BMP.

Selection Rationale

Development of a storm sewer map was selected as a BMP for MCM#3 to meet the permit requirements. In addition, the City had planned to update their maps.

3.3.2 BMP3-2 - Illicit Discharge Ordinance

The City has passed ordinances to effectively prohibit non-storm water discharges into the storm sewer system and implements appropriate enforcement procedures and actions.

Measurable Goals

The measurable goals for implementation of this BMP are the following ordinances:

ORDINANCE 2015-5 AN ORDINANCE REGULATING THE

INTRODUCTION OF NON-STORM WATER DISCHARGE INTO THE CITY OF ALMA, ARKANSAS STORMWATER SYSTEM

ORDINANCE 2015-6 AN ORDINANCE AMENDING ALMA'S MINIMUM DRAINAGE STANDARDS

Implementation will follow the schedule in Section 7.0.

Responsible Persons

The Planning Director will review and modify existing ordinances as needed. The City Attorney's Office will assist in the finalization and implementation of the revised ordinances.

Selection Rationale

The development and implementation of an illicit discharge ordinance was selected as a BMP for MCM #3 to meet the NPDES general permit requirements. The City has passed ordinances to meet these requirements.

3.3.3 BMP3-3 - Program to Detect and Address Illicit Discharges

Alma's programs include a proactive system-wide evaluation. The City will continue tracking local commercial and industrial facilities through the Water Department. The Water Department will also continue conducting field surveys and monitoring stream locations to detect illicit discharges. Illicit discharges are currently investigated by the Water Department. This practice will be continued. Finally, the City will conduct dry weather screening of outfalls at least once during the permit term.

Measurable Goals

The measurable goals for implementation of BMP3-3 is the existing program and techniques to detect and address illicit discharges, non-storm water discharges, and illegal dumping. This program is documented in an appendix to this Plan. Implementation follows the schedule in Section 7.0.

Responsible Persons

The Water Department has responsibility for development and implementation of the illicit discharge program.

Selection Rationale

The NPDES permit requires the development of a program to detect and address illicit discharges. The City plans to continue their existing programs in this area and make modifications and conduct additional activities as necessary.

3.3.4 BMP3-4 - Identify Non-Storm Water Discharges

Alma will identify non-storm water discharges in the City and determine which discharges are acceptable and which should be prohibited. The allowable non-storm water discharges included in the NPDES general permit for Phase II MS4s will be reviewed and the potential impact of these discharges on storm water quality in the City will be evaluated. Any discharges that could have an adverse impact on water quality are prohibited in the City's ordinances. Acceptable non-storm water discharges are posted on the City's storm water web page.

Measurable Goals

The City will review and evaluate the potential impact of the allowable non-storm water discharges from the NPDES general Phase II MS4. Allowable non-storm water discharges are posted on the City's storm water web page. Implementation will follow the schedule in Section 7.0.

Responsible Persons

The Planning, Building & Zoning Division is responsible for reviewing and evaluating non-storm water discharges. Allowable non-storm water discharges are posted on the City's storm water web page.

Selection Rationale

Alma selected identifying non-storm water discharges as a BMP for MCM #3 to meet the NPDES permit requirements.

3.3.5 BMP3-5 - Building Inspector Training

Building inspectors for the City currently receive training to help them identify cross-connections between sanitary sewer lines and storm sewer lines, as well as improper connection of floor drains to storm sewer lines. The City will continue this training to help prevent illicit discharges.

Measurable Goals

The City will continue training building inspectors to identify potential illicit discharges.. Any necessary changes to the training will be implemented as needed. Implementation follows the schedule in Section 7.0.

Responsible Persons

The Building Official is responsible for reviewing and evaluating current training for building inspectors, as well as making any necessary changes to the training.

Selection Rationale

This BMP was selected for MCM #3 because the City currently provides training to building inspectors.

3.3.6 BMP3-6 - Illicit Discharge/Dumping Call-In Program

The City has developed telephone hotline procedures for the public to report any illegal dumping or illicit discharges. A recorder will be provided for after-hours calls. The hotline number will be publicized on the City's storm water web page. This hotline will also be used for the public to report potential storm water issues at construction sites (refer to Section 5.0 for Construction Site Storm Water Runoff Controls).

Measurable Goals

The measurable goals for BMP3-6 are to set up and publicize the hotline in Year 1 and respond to all complaints received in the following years. Development and implementation will be according to the schedule in Section 7.0.

Responsible Persons

The Building Official will be responsible for updating the hotline procedures. The Water Department will be responsible for implementing BMP3-6 to meet the measurable goals outlined in Section 3.3.6.

Selection Rationale

An illicit discharge/dumping hotline was selected as a BMP for MCM #3 because this will provide a means for citizens to become involved in the SWMP and assist City employees in detecting potential storm water problems.

3.3.7 BMP3-7 - Industrial/Commercial Storm Water Quality Brochure

This BMP is described in Section 1.3.6 (Public Education and Outreach).

Minimum Control Measure

Section 4.0

Pollution Prevention/Good Housekeeping for Municipal Operations (MCM #4)

4.1 MCM#4 Regulatory Requirement(s)

- (a) Good Housekeeping and Best Management Practices Controls must be used to reduce or eliminate the discharge of pollutants when runoff from municipal operations is determined to be a significant contributor of pollution to the MS4. Examples of municipal operations and municipally owned areas include, but are not limited to:
- (1) park and open space maintenance;
 - (2) street, road, or highway maintenance;
 - (3) fleet and building maintenance;
 - (4) storm water system maintenance;
 - (5) new construction and land disturbance;
 - (6) municipal parking lots;
 - (7) vehicle and equipment maintenance and storage yards;
 - (8) sand storage locations.
- (b) **Training**
A training program must be developed for all employees responsible for municipal operations subject to the pollution prevention/good housekeeping program. The training program must include training materials directed at preventing and reducing storm water pollution from municipal operations. Examples or descriptions of training materials being used must be included in the SWMP.
- (c) **Structural Control Maintenance**
If best management practices include structural controls, maintenance of the controls must be performed at a frequency determined by the MS4 operator and consistent with maintaining the effectiveness of the BMP. The SWMP must list all the following:
- (1) maintenance activities;
 - (2) maintenance schedules; and
 - (3) long-term inspection procedures for controls used to reduce floatables and other pollutants.
- (d) **Disposal of Waste**
Waste removed from the MS4, from structural controls, or collected as a result of municipal operations and maintenance activities must be properly disposed. A section of the SWMP must be developed to include procedures for the proper disposal of waste, including:
- (1) dredge spoil;
 - (2) accumulated sediments; and
 - (3) floatables.
- (e) **Municipal Operations and Industrial Activities**
The SWMP must include a list of all:
- (1) municipal operations that are subject to the operation, maintenance, or training program developed under the conditions of this section; and

- (2) municipally owned or operated industrial activities that are subject to NPDES storm water regulations. The SWMP must include an individual permit number, general permit authorization number, or a copy of a signed NOI or NEC for each industrial activity conducted by the MS4 and subject to NPDES storm water regulations. If an NOI or NEC has been submitted, but an acknowledgment has not yet been received from the ADEQ, a copy of the submitted NOI or NEC Form may be made readily available.

4.2 MCM#4 Current Programs

The Streets and Drainage Division, which is part of the Public Works Department, is responsible for maintenance of public streets and drainage ways, as well as creeks. Alma has an annual overlay program and seal coat program for City streets. These programs are typically conducted by area contractors. The Streets and Drainage Division generally handles only minor repairs inhouse, with major repairs routed through the Capital Improvements Program (CIP). In addition, the City has a street sweeping program. A maintenance plan designed to keep City-owned drainage improvements functioning properly has been developed and implemented by the City. The sanitary sewer and water distribution systems are maintained by Alma Water Utilities.

City employees currently participate in a periodic safety-training program. In addition, employees receive training for specialized activities through outside seminars and association with technical or professional groups.

4.3 MCM#4 Selected BMPs

4.3.1 BMP4-1 - City Pollution Prevention Program

Alma has identified potential sources of storm water pollution. The potential pollutant sources are prioritized. An inspection schedule and procedures has been developed for the controls.

Measurable Goals

The measurable goals for implementation of BMP4-1 are municipal operations and documentation of potential pollutant sources. The Pollution Prevention Program is documented in an appendix to this Plan. Implementation follows to the schedule in Section 7.0.

Responsible Persons

The Planning Director, Public Works Director, Streets Superintendent and the Parks and Recreation Superintendent will share responsibility for reviewing municipal operations and the specifics of the Program. The Planning Director will be responsible for implementing the Program.

Selection Rationale

The NPDES permit requires MS4s to use good housekeeping and BMPs for municipal operations. The City currently has practices that will become part of this program. Modifications to these procedures will be made and new procedures will be developed as necessary.

4.3.2 BMP4-2 - Municipal Employee Training

This BMP is described in Section 1.3.8 (Public Education and Outreach).

4.3.3 BMP4-3 - Long-Term O&M Plan for Structural Controls

The City identified operations and maintenance (O&M) requirements for existing and proposed structural controls as part of BMP4-3. An O&M schedule was developed for each control, along with assignments for responsible person(s). This information is documented in a Long-Term O&M Plan for Structural Controls.

Measurable Goals

The measurable goals for implementation of BMP4-3 include O&M requirements, schedules, and responsible person(s) for each structural control and implementation of the Long-Term O&M Plan for Structural Controls. Implementation follows the schedule in Section 7.0.

Responsible Persons

The Planning Director will share responsibility for implementation of BMP4-3.

Selection Rationale

The NPDES permit requires that a maintenance program be developed and implemented for any structural controls employed by the municipality. The City currently has maintenance procedures in place for drainage channels and streets.

4.3.4 BMP4-4 - Municipal Waste Disposal Procedures

The City will identify municipal operations that generate wastes and the types of wastes generated. Current waste disposal procedures are documented and municipal employees are trained in proper waste disposal procedures (refer to BMP 4-2).

Measurable Goals

The measurable goals for implementation of BMP4-4 include documented waste disposal procedures and training municipal employees. Implementation follows the schedule in Section 7.0.

Responsible Persons

The Planning Director and the Parks and Recreation Director will share responsibility for implementation of BMP4-4.

Selection Rationale

Procedures for proper disposal of waste must be included in the SWMP according to the NPDES permit requirements. The City has waste disposal procedures in place that will be modified as necessary to meet the permit requirements.

Minimum Control Measure
Section 5.0
Construction Site Storm Water Runoff Control (MCM #5)

5.1 MCM#5 Regulatory Requirement(s)

- (a) The program must 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 State and local law.
- (b) Requirements for construction site (equal to or greater than 1 acre) contractors to, at a minimum:
 - (1) implement appropriate erosion and sediment control best management practices; and
 - (2) control waste such as discarded building materials, concrete truck washout water, chemicals, litter, and sanitary waste at the construction site that may cause adverse impacts to water quality.
- (c) The MS4 operator must develop procedures for:
 - (1) site plan review which incorporate consideration of potential water quality impacts;
 - (2) receipt and consideration of information submitted by the public; and
 - (3) site inspection and enforcement of control measures.

5.2 MCM #5 Current Programs

The City of Alma currently has no written requirements for control of construction site stormwater runoff. However, The City has been able to achieve erosion control in most sites by working with contractors and encouraging best management practices.

5.3 MCM #5 Selected BMPs

5.3.1 BMP5-1 – Develop Construction Storm Water Ordinance

The City will develop a manual of erosion and sediment controls for construction activities. This manual will be adopted by City ordinance. In addition, the City may create other ordinances related to construction storm water runoff. These ordinances will be reviewed and modified as necessary to meet the requirements outlined in the NPDES general Phase II MS4 permit, including enforcement provisions and other requirements in accordance with the NPDES construction general permit.

Measurable Goals

The measurable goals for implementation of BMP5-1 include City ordinances. Implementation will be according to the schedule in Section 7.0.

Responsible Persons

The Planning, Building & Zoning Division will compile ordinances. The City Attorney's Office will assist in the finalization and implementation of the revised ordinances.

Selection Rationale

The development and implementation of a construction storm water ordinance was selected as a BMP for MCM #5 to meet the NPDES general permit requirements. The City has the necessary staff to develop ordinances that can meet these requirements.

5.3.2 BMP5-2 - Develop Erosion Control Manual

Develop Erosion Control Manual to include erosion and sediment control requirements for construction activities. Waste control requirements/guidelines will be established and included in the Manual.

Measurable Goals

The measurable goals for implementation of BMP5-2 includes the Erosion Control Manual. Implementation follows the schedule in Section 7.0.

Responsible Persons

The Planning Director has responsibility for implementation of BMP5-2.

Selection Rationale

This BMP was selected for MCM #5 because the City has the ability to develop a manual with recommended erosion control measures that can be updated to meet the NPDES permit requirements.

5.3.3 BMP5-3 - Site Plan Review Procedures

The City has updated their current site plan review procedures to consider factors that impact construction site storm water runoff (nature of construction, site topography, soil characteristics, condition of receiving stream, etc.).

All sites resulting in disturbance of 1 acre or more must have a Storm Water Pollution Prevention Plan (SWPPP). The SWPP must be submitted to the Planning Director for review prior to construction. A pre-construction meeting is held with the contractor prior to beginning construction

Measurable Goals

The measurable goals for implementation of BMP5-3 include implementing new procedures. Implementation will follow the schedule in Section 7.0.

Responsible Persons

The Planning Director has responsibility for development and implementation of BMP5-3.

Selection Rationale

This BMP was selected for MCM #5 because the City has existing site plan review procedures to meet the NPDES permit requirements.

5.3.4 BMP5-4 - Construction Site Inspection Procedures

The City updated their current site inspection procedures to consider storm water runoff controls. All sites resulting in disturbance of 1 acre or more will be inspected at least once monthly after construction commences. And until construction is complete or the site is stabilized.

Measurable Goals

The measurable goals for BMP5-4 include implementing new procedures. Implementation follows the schedule in Section 7.0.

Responsible Persons

The Chief Building Official has responsibility for development and implementation of BMP5-4.

Selection Rationale

This BMP was selected for MCM #5 because the City has existing site inspection procedures to meet the NPDES permit requirements.

5.3.5 BMP5-5 - Seminar/Training for Contractors and Developers

The City provides training for area developers and contractors on the City's requirements related to construction site storm water runoff.

Measurable Goals

The measurable goals for BMP5-5 include training materials and training for Contractors and Developers. Implementation will follow the schedule in Section 7.0.

Responsible Persons

The Chief Building Official has responsibility for implementation of BMP5-5.

Selection Rationale

The City selected a seminar/training for contractors and developers as a BMP for MCM #5 to gain support for the SWMP and increase compliance with the new requirements for construction sites.

5.3.6 BMP5-6 - Illicit Discharge/Phone Call-In

This BMP is described in Section 3.3.6 (Illicit Discharge Detection and Elimination). Citizen complaints are logged into a database. The information is passed on to the appropriate City personnel. The City's website (www.cityofalma.org) has a link (Storm Water Management).

The link goes directly to the Planning, Building & Zoning Division page. There are links there for educational materials and contacting the Public Works Department.

5.3.7 BMP5-7 - Construction/Post-Construction Handout

This BMP is described in Section 1.3.7 (Public Education and Outreach).

Minimum Control Measure

Section 6.0

Post Construction Storm Water Management in New Development and Redevelopment (MCM #6)

6.1 MCM #6 Regulatory Requirement(s)

- (a) Develop and implement strategies which include a combination of structural and/or non-structural BMPs appropriate for your community;
- (b) Use an ordinance or other regulatory mechanism to address post-construction runoff from new development and redevelopment projects to the extent allowable under State and local law; and
- (c) Ensure adequate long-term operation and maintenance of BMPs.

6.2 MCM #6 Current Programs

The City's subdivision and land development ordinance and zoning ordinance govern development in Alma. Drainage Design Standards and storm water controls are also covered by City ordinances.

For residential development, a proposal showing a detailed layout of the subdivision with existing and proposed features must be submitted for City approval. Building plans, a building permit application, and a site plan must be submitted to the Building Inspection Division for commercial development.

Once the proposal or site plan has been approved, the development permitting process begins. This process requires submission of engineering reports and technical information, and construction plans (including specifications) to the Building Department prior to construction. The Chief Building Official reviews this information for drainage, and floodplain considerations, as well as compliance with City ordinances.

6.3 MCM #6 Selected BMPs

6.3.1 BMP6-1 - Post-Construction Storm Water Ordinance

As discussed above, some of the City's existing ordinances address post-construction storm water controls. The City will review and modify these ordinances as necessary to meet the requirements outlined in the NPDES general Phase II MS4 permit, including enforcement provisions. Post-construction controls appropriate for Alma are identified and included in the Erosion Control Manual (refer to BMP6-2).

Measurable Goals

The measurable goals for implementation of BMP6-1 include the current storm water ordinances 2015-5 and 2015-6 and their implementation. Continued implementation will follow the schedule in Section 7.0.

Responsible Persons

The Planning, Building & Zoning Division will implement existing ordinances.

Selection Rationale

The development and implementation of a post-construction storm water ordinance was selected as a BMP for MCM #6 to meet the NPDES general permit requirements.

6.3.2 BMP6-2 - Develop Erosion Control Manual

As mentioned previously, the City has developed an Erosion Control Manual that addresses erosion and sediment control requirements for construction activities. The Manual includes post-construction storm water runoff controls.

Measurable Goals

The measurable goal for implementation of BMP6-2 includes the Erosion Control Manual. Implementation will follow the schedule in Section 7.0.

Responsible Persons

The Planning Director has responsibility for development and implementation of BMP6-2.

Selection Rationale

This BMP was selected for MCM #5 because the City has the ability to develop a manual with recommended erosion control measures that can be updated to meet the NPDES permit requirements for post-construction.

6.3.3 BMP6-3 - Site Plan Review Procedures

The City implements an updated site plan review procedures to consider factors that impact post-construction site storm water runoff.

Measurable Goals

The measurable goals for implementation of BMP6-3 include updated site plan review procedures. Continued implementation will follow the schedule in Section 7.0.

Responsible Persons

The Planning Director has responsibility for implementation of BMP6-3.

Selection Rationale

This BMP was selected for MCM #6 because the City has updated site plan review procedures to meet the NPDES permit requirements.

6.3.4 BMP6-4 - Post-Construction Site Inspection Procedures

The City updated site inspection procedures to consider post-construction storm water runoff controls.

Measurable Goals

The measurable goals for implementation of BMP6-4 include updated site inspection procedures. Continued implementation will follow the schedule in Section 7.0.

Responsible Persons

The Chief Building Official has responsibility for development and implementation of BMP6-4.

Selection Rationale

This BMP was selected for MCM #6 because the City has existing site inspection procedures that meet the NPDES permit requirements.

6.3.5 BMP6-5 - Seminar/Training for Contractors and Developers

The City will provide training for area developers and contractors on the City's requirements related to post-construction storm water management. The Erosion Control Manual will be used along with City inspection and enforcement procedures.

Measurable Goals

The measurable goals for implementation of BMP6-5 include training materials and training. Continued implementation will follow the schedule in Section 7.0.

Responsible Persons

The Chief Building Official has responsibility for development and implementation of BMP6-5.

Selection Rationale

The City selected a seminar/training for contractors and developers as a BMP for MCM #6 to gain support for the SWMP and increase compliance with the new post-construction requirements.

6.3.6 BMP6-6 - Structural Storm Water Control Maintenance

The City continues to identify permanent storm water controls, determine maintenance requirements and schedules, and implement routine maintenance. Currently, the developer is responsible for maintenance of drainage channels for a one-year warranty period after construction is complete, after which the City assumes responsibility. The City will continue this policy for all structural storm water controls.

Measurable Goals

The measurable goals for implementation of BMP6-6 include continuing to identify structural controls requiring maintenance, establishing maintenance procedures and schedules, and implementing inspections. Continued implementation will follow the schedule in Section 7.0

Responsible Persons

The Planning, Building & Zoning Division and the Public Works Department will be responsible for identifying structural controls requiring maintenance. The Planning Director will be responsible for establishing procedures and schedules, as well as implementing inspections and maintenance.

Selection Rationale

The City selected this BMP to meet the NPDES permit requirements.

6.3.7 BMP6-7 - Construction/Post-Construction Handout

This BMP is described in Section 1.3.7 (Public Education and Outreach).

Section 7.0 BMP Implementation Schedule

Target Date	MCM	BMP	Activity	Responsible Party
Years 1 through 5	MCM #1	BMP1-1	Distribute one mailout	Planning Director
		BMP1-2	Publish one storm water news release	City Clerk's Office
		BMP1-3	Maintain Stormwater Website	City Clerk's Office & Planning Director (content)
		BMP1-4	Distribute one storm water flyer for businesses	City Clerk's Office
		BMP1-5	Distribute public mailout	City Clerk's Office
		BMP1-6	New employee training	Department Heads
		BMP1-7	Document public outreach	City Clerk's Office
	MCM #2	BMP2-1	Continue to follow advertisement requirements in Ark. Bid Laws	Person Organizing Meeting
		BMP2-2	Keep copies of notices and minutes	City Clerk's Office
		BMP2-3	Public SWMP presentation	Planning Director
		BMP2-4	Document public participation	City Clerk's Office
	MCM #3	BMP3-1	Continue to update Storm Sewer Map and Screen Outfall Locations	Planning Director
		BMP3-2	Continue to enforce storm water ordinances	Planning Director and City Attorney
		BMP3-3	Implement the illicit discharge program	Water Department
		BMP3-5	Building inspector training	Chief Building Official
		BMP3-6	Maintain storm water call-in hotline	Chief Building Official
	MCM #4	BMP4-1	Continue to implement the Pollution Prevention Program	Planning Director Chief Building Official

MCM #4	BMP4-2	Continue employee training	Department Heads
	BMP4-3	Continued O & M on structural controls	Planning Director
	BMP4-4	Continue to identify waste-generating activities and types of wastes	Chief Building Official
MCM #5	BMP5-3	Continue to review site plans and stormwater controls	Planning Director
	BMP5-4	Continue construction site inspections	Planning Director Chief Building Official
	BMP5-5	Provide training for contractors and developers as needed	Planning Director
	BMP5-6	Continue to monitor and log citizen complaints	Chief Building Official
MCM #6	BMP6-3	Continue site plan reviews	Planning Director
	BMP6-4	Continue post-construction inspections	Chief Building Official
	BMP6-5	Provide training for contractors and developers as needed	Chief Building Official
	BMP6-6	Maintain structural stormwater controls	Planning Director