

Stormwater Pollution Prevention Plan SWPPP

Acronyms for Stormwater Pollution Prevention Plan

BMPs	Best Management Practices
MEP	Maximum Extent Practicable
MnDOT	Minnesota Department of Transportation
MPCA	Minnesota Pollution Control Agency
MS4	Municipal Separate Storm Sewer Systems
NPDES	National Pollutant Discharge Elimination System
SWPPP	Stormwater Pollution Prevention Plan
TMDL	Total Maximum Daily Load
USEPA	United States Environmental Protection Agency

I. Introduction

This Stormwater Pollution Prevention Plan (SWPPP) has been prepared in conformance with the National Pollutant Discharge Elimination System (NPDES) Phase II Rules and is in compliance with the provisions of the Clean Water Act, as amended, and Minnesota Rules, Chapter 7001.

The goal of the NPDES Permit is to restore and maintain the chemical, physical, and biological integrity of waters of the State through management and treatment of urban stormwater runoff. This program requires that this be accomplished through the management of Municipal Separate Storm Sewer Systems (MS4) through the preparation of a SWPPP.

The SWPPP identifies the goals and the Best Management Practices (BMPs) that will be undertaken to meet the requirements of the NPDES Phase II rules. Measurable goals have been established for each of the BMPs included in the SWPPP, including an implementation plan and the person responsible for implementing the BMPs.

This SWPPP has been prepared to manage and minimize the discharge of pollutants from MS4s to the Maximum Extent Practicable (MEP). This will be accomplished through the implementation of the BMPs outlined within this SWPPP. These BMPs could be a combination of education, maintenance, control techniques, system design, engineering methods, and other such provisions that are appropriate to meet the requirements of the NPDES Phase II Permit. BMPs have been prepared to address each of the six minimum control measures plus any Total Maximum Daily Load (TMDL) requirements on an impaired body of water as outlined in the rules. They are as follows:

1. Public education and outreach on stormwater impacts.
2. Public participation and involvement.
3. Illicit discharge detection and elimination.
4. Construction site runoff control.
5. Post construction stormwater management in new development and redevelopment.
6. Pollution prevention/good housekeeping.

For each of these minimum control measures, appropriate BMPs have been identified along with measurable goals, implementation schedule, and the person responsible to complete each measure.

II. Self-Assessment Process

Prior to selecting BMPs and Measurable Goals, city staff conducted a self-assessment of the city's stormwater system and has developed a Stormwater Master Plan that has been adopted in January 2007. This process included an evaluation of St. Peter's conditions, needs, and current practices that influence the stormwater system. The objective of this process was to provide a base knowledge of information on which to structure the SWPPP in order to meet Minnesota Pollution Collection Agency (MPCA) permit.

City staff has utilized the results of this self-assessment process to guide the selection of BMPs and Measurable Goals in order to complete the SWPPP. Based on the self-assessment process, city staff has considered the following factors in order to meet the MPCA's requirements set forth in the permit:

- Sources of pollutants
- Potentially polluting activities being conducted in the watershed

- Sensitivity of receiving waters
- Uses of receiving waters
- Specific local concerns
- Community size
- Local land uses
- Rate and type of development
- Watershed characteristics
- Implementation schedules
- Organizational characteristics of the city
- Climate
- Hydrology
- Geology

In addition to the self-assessment process discussed above, city staff has also considered the following non-stormwater discharges to determine whether they should be identified as significant contributors of pollutants to the stormwater system:

- Water line flushing
- Landscape irrigation
- Diverted stream flows
- Rising groundwater's
- Uncontaminated groundwater infiltration
- Uncontaminated pumped groundwater
- Discharges from potable water sources
- Foundation drains
- Air conditioning condensation
- Irrigation water
- Springs
- Water from crawlspace pumps
- Footing drains
- Lawn watering
- Individual residential car washing
- Flows from riparian habitats and wetlands
- Dechlorinated swimming pool discharges
- Street wash water
- Discharge or flows from fire fighting activities

During the self-assessment, the City of St. Peter did not find any of the above listed, referenced non-stormwater discharges to be significant contributors of pollutants to the stormwater system.

Additional activities completed by city staff as part of the self-assessment process discussed above included:

- Review of existing ordinances
- Review of existing stormwater pollution prevention policies and practices
- Review of existing stormwater pollution prevention educational and training programs
- Review of proposed BMPs with internal staff from all departments
- Selection of BMPs

III. Minimum Control Measure Summary

MCM 1.0 PUBLIC EDUCATION AND OUTREACH

The public education program has been developed to distribute educational materials to the community or conduct equivalent outreach activities. The BMPs identified will focus on the impact of stormwater discharges of streams, rivers, and wetlands, and the steps that City staff, developers, contractors, and the public can take to reduce pollutants in stormwater runoff.

These activities have been prepared to individually address each of the six minimum control measures and the designated TMDL. For each minimum control measure, the education program identifies the audience or audiences involved, educational goals for each audience, activities used to reach educational goals for each audience, activity implementation plans, including the responsible person in charge, and schedules and performance measure that can be used to determine success in reaching educational goals.

The public education and outreach BMPs that will be undertaken include:

1. Produce and distribute information on the annual public meeting, illicit discharges, erosion and sediment control, composting, pollution prevention, phosphorous, and other applicable BMPs utilized in the SWPPP. This information may be distributed through pamphlets, Hot Sheet, newsletters, bill stuffing, and on the City website.
2. Incorporate public information on the SWPPP issues into a separate page on the City's website. The web page would specifically describe the SWPPP, each minimum control measure, the goals and actions planned by the City, provide a link to BMPs, articles on control measures, and collect feedback from site visitors.
3. Provide training opportunities for city staff including erosion and sediment control, BMPs, good housekeeping, and pollution prevention. Training topics could include, but are not limited to:
 - a. Mn/DOT Erosion Control Certification
 - b. Stormwater Pollution Prevention Program Workshops
 - c. Best Management Practices Workshops
 - d. Brochures and publications distributed to staff
4. Hold annual meetings for the City Council, General Public, City staff and Contractors to distribute educational material and present an overview of the MS4 program and the City's SWPPP.

MCM 2.0 PUBLIC PARTICIPATION AND INVOLVEMENT

This minimum control measure requires that the City provide measures to receive public input and opinion on the adequacy of the SWPPP. This input can be received from public meetings, oral testimony, and written correspondence. To reach this goal, the City anticipates implementing the following BMPs:

1. Conduct an annual public meeting on the City's SWPPP and solicit opinions on the plan and consider written and oral input on the adequacy of the SWPPP.
2. The City intends to incorporate public information on SWPPP issues into a separate page on the City's website. The web page would specifically describe the SWPPP, each minimum control measure, the goals and actions planned by the City, provide links to BMPs, articles on the control measures, and collect feedback from site visitors.

MCM 3.0 ILLICIT DISCHARGE DETECTION AND ELIMINATION

A number of BMPs have been developed to implement and enforce a program to detect and eliminate illicit discharges into the MS4. These BMPs include:

1. Identify all City-owned storm sewer conveyances twenty-four inches or greater on the storm sewer map. This will also identify all outfall and discharge points leaving the city. This map would be updated yearly to reflect changes or additions to the storm sewer system.
2. Review the existing ordinances related to illicit discharges, and develop/adopt an illicit discharge ordinance if necessary.
3. Focus on the outfall system inspections and identify illicit discharges and the potential sources. A phone number and an e-mail address will be provided on the City website to allow residents or other interested parties to report a problem.
4. Provide information on drop-off sites for household hazardous waste, recycling appliance options, services, and programs within the City/County.
5. Evaluate non-stormwater discharges and determine if they will be a significant contributor of pollutants.

MCM 4.0 CONSTRUCTION SITE STORMWATER RUNOFF CONTROL

A number of BMPs have been developed and will be implemented and enforced to reduce pollutants and stormwater runoff from construction activities. These BMPs include:

1. Developing an ordinance requiring erosion and sediment control measures, as well as, procedures to ensure compliance.
2. Applicants for a City permit for land-disturbing activities must submit a stormwater management plan or an erosion and sediment control plan for review. Construction site operators must conform to local stormwater right-of-way requirements and/or local city ordinances.
3. Review site plans for all single lot – new construction, redevelopment, and private development.
4. Provide a phone number, website, and point of contact for the public to report stormwater pollution issues.
5. Staff will be provided with erosion and sediment control training. All erosion and sediment control inspections, violations, and remedial action taken, will comply with MPCA construction permit guidelines.

MCM 5.0 POST CONSTRUCTION STORMWATER MANAGEMENT FOR NEW DEVELOPMENT AND REDEVELOPMENT

A program of BMPs have been prepared to address stormwater runoff from new development and redevelopment projects that disturb, equal to or greater than one acre. This program ensures that controls are in place that would prevent or minimize water quality impacts from development activities. These BMPs include:

1. Develop standard details for developing and implementing BMP's. Construction projects will be required to implement erosion and sediment control.
2. Develop an ordinance requiring guidelines for post-construction runoff from new development and redevelopment projects.
3. Develop requirements for long-term operations and maintenance of best management practices for stormwater management installed during construction projects.

MCM 6.0 POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS

To meet the requirements for pollution prevention and good housekeeping for municipal operations, a number of BMPs have been prepared. These BMPs include:

1. Develop an operations and maintenance training program. The program will include employee training to prevent and reduce stormwater pollution from various activities.
2. Develop a street sweeping program, identify improvements, and implement changes to reduce stormwater pollutants.
3. Develop a leaf pick-up program to reduce the amount of phosphorous from reaching the storm sewer system.
4. Inspect and document all structural pollution control devices a minimum of once per year.
5. Annual inspection of 20% of the outfalls, sediment basins, and ponds within the city limits. Maintenance will be scheduled based on inspections.
6. Develop and implement an inspection program for stockpiles, storage, and material handled areas.
7. Retain all records of inspections, maintenance and corrective actions to the City’s stormwater system. Records will be retained for two years.

IV. BMP Implementation Schedule

A summary of the BMPs are provided below. Detailed descriptions of each of the BMPs are provided in Section VII.

City of Saint Peter BMP Implementation Program		
Best Management Practices	Description of BMP	Schedule
MCM 1 Public Education and Outreach		
1a-1 Distribute Educational Materials	Produce and distribute information on the annual public meeting, illicit discharges, erosion and sediment control, composting, pollution prevention, BMP’s, and other SWPPP practices.	2007 –Gather information to be published or distributed. Continuously evaluate and update as needed. Distribute through May 30, 2011.
1b-1 Implement an Education Program	Record attendance, web site visits, record statements/requests, written comments, and minutes from City	2007 – Gather information to be published or distributed. Continuously evaluate and update as

	Council meetings.	needed. Distribute through May 30, 2011.
1c-1 through 1c-6 Education Programs	Increase awareness, understanding, and knowledge of daily behavior changes, the City's SWPPP, and 6 MCM's that reduce stormwater pollution within the City.	Develop in 2007, implement and continuously evaluate and update as needed through May 30, 2011.
1d-1 Coordination of Educational Program	Continue to coordinate educational components with organizations.	2007 – Annually evaluate and update as needed through May 30, 2011.
1e-1 Annual Public Meeting	Hold an annual public meeting to distribute educational materials and present an overview of the MS4 program and City's SWPPP. Following the public meeting a presentation to City Council will follow.	January 22, 2007, and annually on dates to be determined through May 30, 2011.
1e-2 Presentation to City Staff	Give an annual presentation to City staff to present an overview of the MS4 program and the City's SWPPP.	March 2007, and annually on dates to be determined through May 30, 2011.
1e-3 Residential Contractors Erosion and Sediment Control Meeting	Hold a meeting with residential contractors building homes within the city. Provide information on the City's erosion and sediment control policy.	February 2007, and annually on dates to be determined through May 30, 2011.
MCM 2 Public Participation and Involvement		
2a-1 Comply with Public Notice Requirements	Notice the annual public meeting in an official newspaper thirty days prior to the meeting.	December 11, 2006 – City Council to authorize public hearing. 2008 – No later than February 15, 2008, and annually through May 30, 2011.
2b-1 Solicit Public Input and Opinion on the Adequacy of the SWPPP	Hold an annual public meeting and provide an e-mail address to solicit public comments on the SWPPP.	March 2007 and annually through May 30, 2011.
2c-1 Consider Public Input	Record attendance, keep minutes, videotape meeting, and document changes made to the SWPPP.	January 22, 2007, and annually through May 30, 2011.
MCM 3 Illicit Discharge Detection and Elimination		
3a-1 Storm Sewer System Map	Update storm sewer map, as needed.	2007 –Develop map 2008 – Update map annually through May 30, 2011.
3b-1 Regulatory Control Program	Review existing City ordinance and develop an illicit discharge, detection, and elimination ordinance.	2007 – Review existing ordinance 2007 – Produce a draft of Stormwater Master Plan. 2008 – Produce draft of ordinance. 2008 – Review draft of master plan and make necessary changes. 2009 – Complete illicit discharge, detection, and elimination ordinance. 2009 – Completed Stormwater Master Plan. 2010 – May 30, 2011 - Annually review existing ordinances or adopted ordinances.
3c-1	Inspections will be focused on the	2007 – Implement inspections,

Illicit Discharge Detection and Elimination Plan	outfall system.	provide e-mail and a phone number on the City website and review annually through May 30, 2011.
3d-1 Public and Employee Illicit Discharge Information	Discourage illegal dumping and provide information on drop-off sites for household hazardous waste.	2007 – Develop information 2008 – Distribute information 2009 – May 30, 2011 -Annually review existing information and update as necessary
3e-1 Identification of Non Stormwater Discharge and Flows	Evaluate the non-stormwater discharges.	2007 – Determine if a program is necessary 2008 – May 30, 2011 – Develop program if necessary.
MCM 4 Construction Site Stormwater Runoff Control		
4a-1 Ordinance or Other Regulatory Mechanism	Develop an ordinance requiring erosion and sediment control measures, as well as procedures for compliance.	2007 – Review existing ordinance and compare with other cities. 2007 – Produce a draft of Stormwater Master Plan. 2008 – Produce draft of revised ordinance. 2008 – Review draft of master plan and make necessary changes. 2009 – Complete erosion and sediment control ordinance 2009 – Completed Stormwater Master Plan. 2010 – May 30, 2011 - Annually review existing ordinances.
4b-1 Construction Site Implementation of Erosion and Sediment Control BMPs	Construction site operators must conform to local stormwater right-of-way permits and ordinances pertaining to erosion and sediment control.	February 2007 and annually through May 30, 2011.
4c-1 Waste Control for Construction Site Operators	Construction site operators must conform to NPDES Phase II and local stormwater right-of-way permits and ordinances pertaining to waste controls.	February 2007 and annually through May 30, 2011.
4d-1 Procedure for Site Plan Review	A site plan is required for all land disturbing activities and will be reviewed for erosion and sediment control.	2007 – Review existing site plan inspection. 2008 – Implement changes to plan review based on previous year. 2009 – May 30, 2011 – Evaluate and make necessary changes.
4e-1 Establishment of Procedures for the Receipt and Consideration of Reports of Stormwater Noncompliance	Provide a number, website, and/or a point of contact for the public to report stormwater pollution issues. Noncompliance is addressed in BMP.	2007 – Develop program. 2008 – Implement program. 2009 – May 30, 2011 – Evaluate program and make necessary changes.
4f-1 Establishment of Procedures for Site Inspections and Enforcement	Provide training to staff on proper erosion control inspections, identification of problem areas, and expectation of the SWPPP for construction site operations.	2007 – Develop program and provide training for stormwater operators. 2008 – Implement program. 2009 – May 30, 2011 – Review program and make necessary changes.
MCM 5 Post Construction Stormwater		

Management in New Development and Redevelopment		
5a-1 Development and Implementation of Structural and/or Nonstructural BMPS	Development of standard details.	2007 – Develop standard details 2008 – Implement standard details in design projects. 2009 – May 30, 2011 – Review detail and develop new details.
5b-1 Regulatory Mechanism to Address Post Construction Runoff from New Development and Redevelopment	Develop an ordinance to establish guidelines for post construction from new development and redevelopment projects.	2007 – Review other cities ordinances and complete a draft. 2007 – Produce a draft of Stormwater Master Plan. 2008 – Complete final ordinance and take to City Council. 2008 – Review draft of master plan and make necessary changes. 2009 – Complete post construction runoff from new development and redevelopment ordinance 2009 – Completed Stormwater Master Plan. 2010 – May 30, 2011 – Review ordinance annually.
5c-1 Long-term Operation and Maintenance of BMPs	Develop requirements for long-term operation and maintenance of best management practices for stormwater management installed during construction projects	2007 and annually through May 30, 2011.
MCM 6 Pollution Prevention / Good Housekeeping		
6a-1 Municipal Operations and Maintenance Program	Develop and implement an operations and maintenance program.	2007 – Develop the training program. 2008 – Implement program. 2009 – May 30, 2011 – Review program and make necessary changes.
6a-2 Street Sweeping	Street sweep a minimum of twice annually.	2007 – Develop and implement program. 2007 – Annually review through May 30, 2011.
6a-3 Leaf Pick-up	Conduct an annual leaf pick-up.	Fall 2007 – Develop and implement program. 2008 – Annually review through May 30, 2011.
6b-2 Annual Inspection of All Structural Pollution Control Devices	Inspect and document all structural pollution control devices a minimum of once annually.	2007 – Develop program 2008 – Implement program and annually through May 30, 2011, on dates to be determined.
6b-3 Inspection of a Minimum of 20% of the MS4 Outfalls, Sediment Basins and Ponds Each Year on a Rotating Basis	Inspect and document a minimum of 20% of all outfalls, sediment basins, and ponds.	2007 – Develop inspection program. 2008 – Implement inspection program. 2009 – Reevaluate inspections for the first two years. 2010 – May 30, 2011 – Evaluate inspection intervals.
6b-4 Annual Inspection of All Exposed Stockpiles, Storage and Material Handling Areas	Evaluate and document all modifications to stockpiles, storage, and material areas located within City- owned property.	2007 – Develop and implement program and annually through May 30, 2011, on dates to be determined.
6b-5 Inspection Follow-up Including the	Based on inspections the Stormwater Utility will make a determination and	2007 – Develop program. 2008 – Implement program.

Determination of Whether Repair, Replacement, or Maintenance Measures are Necessary and the Implementation of the Corrective Measures	document all repairs, replacements or maintenance measures.	2009 – May 30, 2011 – Review program and make necessary changes on dates to be determined.
6b-6 Record Reporting and Retention of All Inspections and Responses to the Inspections	The City will record the number of inspection record requests and the number of materials distributed	2007 – Develop filing system. 2008 – May 30, 2011 – Review system.
6b-7 Evaluation of Inspection Frequency	The City will retain all records of inspections and maintenance performed or recommended. Inspections may be adjusted after two years.	2007 – Minimum of once per year and annually through May 30, 2011.

V. MPCA MS4 Permit Application

VI. Wellhead Protection Area

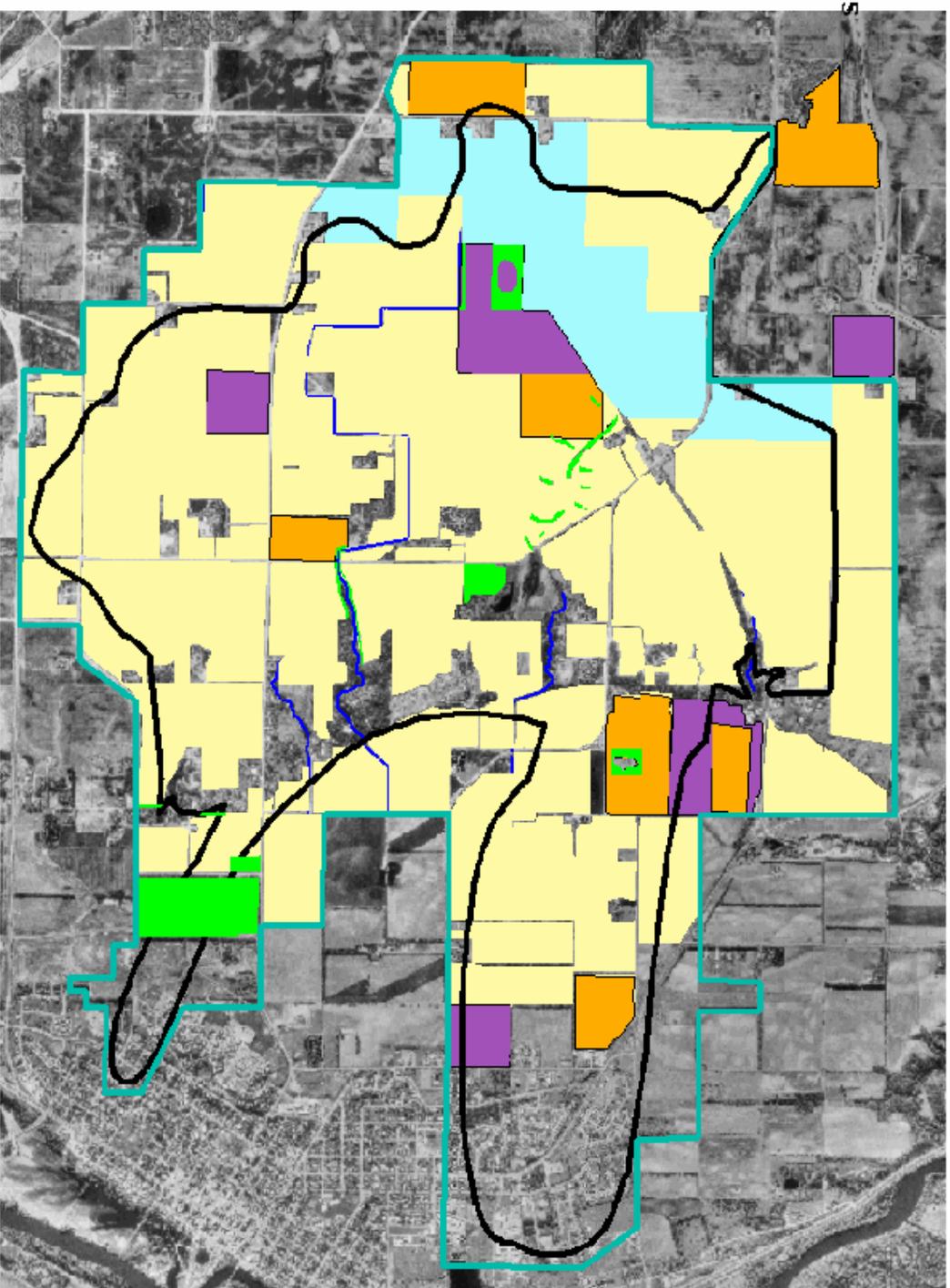
In 1991, the City of Saint Peter began work with the Minnesota Department of Health to implement a Wellhead Protection Program. The purpose of the well head protection is to prevent contaminants from entering the public water supply wells. Developing and implementing a wellhead protection program for the City of Saint Peter has helped us ensure a safe drinking water supply for the future and to help protect the investment the City and its residents have in the water supply system. Attached is a map outlining the wellhead protection area.

St Peter Wellhead Protection Area

2002 Source Water Protection Progress

Wellhead Protection Activity

- CRP (in program or pending)
- 2000 Nitrogen Rate Test Plots
- 2001 Nitrogen Rate Test Plots
- EQIP Fields
- Drinking Water Supply Management Area
- Wellhead Protection Area
- Cultivated Areas Receiving Nitrogen Fertilizer
- Streams



BMP Summary Sheet

MS4 Name: City of Saint Peter

Minimum Control Measure: 1-Public Education and Outreach

Unique BMP Identification Number: 1 a - 1

***BMP Title: Distribute Educational Materials**

***BMP Description:**

The City will produce and distribute articles and information on the City's Stormwater Pollution Prevention Plan including information on the annual public meeting, illicit discharges, erosion and sediment control, composting and pollution prevention, and other best management practices. This publication will be distributed through the City's utility billing, website postings, and the City Hot Sheet.

Location(s) in SWPPP of detailed information relating to this BMP:
All information intended to meet this BMP is included.

***Measurable Goals:**

- Number of publications and households served.
- Number of articles published in the Hot Sheet, City utility billings, and visits to the City's stormwater website. Success of this BMP will be defined by publishing a minimum of two stormwater related articles per year.

***Timeline/Implementation Schedule:**

- 2007 - Gather information to be published or distributed. Continuously evaluate and update as needed. Distribute through May 30, 2011.

Specific Components and Notes:

The Cities "Hot Sheet" is a weekly publication of information on important things that are happening for the week. It is also used as an educational tool. The City electronically sends this to approximately 110 residents or business who then distributes it again. It is also accessible to anyone on the cities website at www.saintpetermn.gov

***Responsible Party for this BMP:**

Name: Amy Kamm

Department: Public Works – Stormwater Utility

Phone: 507-934-0670

E-Mail: amyk@saintpetermn.gov

Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.

BMP Summary Sheet

MS4 Name: City of Saint Peter

Minimum Control Measure: 1-Public Education and Outreach

Unique BMP Identification Number: 1 b – 1

***BMP Title: Implement an Education Program**

***BMP Description:**

The City will develop and distribute educational material and present an overview of the MS4 program and the six minimum control measures plus any other TMDL requirements assigned to impaired water used within the City's SWPPP at each annual public meeting, City utility bills, Hot Sheet and on the City's stormwater web page.

Location(s) in SWPPP of detailed information relating to this BMP:
All information intended to meet this BMP is included.

***Measurable Goals:**

- Number of residents attending the annual meeting and website visits annually.
- Annually evaluate the website's content and update as necessary
- Obtain minutes from the City Council meeting containing comments received from the public meeting and website.

***Timeline/Implementation Schedule:**

- 2007 - Gather information to be published or distributed. Continuously evaluate and update as needed. Distribute through May 30, 2011.

Specific Components and Notes:

Educational material presented at the annual meetings and printed in the utility billings and Hot Sheet may vary from year to year. Information may be added or modified to the website as necessary.

***Responsible Party for this BMP:**

Name: Amy Kamm

Department: Public Works - Stormwater Utility

Phone: 507-934-0670

E-Mail: amyk@saintpetermn.gov

Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.

BMP Summary Sheet

MS4 Name: City of Saint Peter

Minimum Control Measure: 1- Public Education and Outreach

Unique BMP Identification Number: 1 c - 1

*BMP Title: Education Program: Public Education and Outreach
*Audience(s) Involved: General public, including City residents, homeowners, and business owners.
*Educational Goals for Each Audience: Raise awareness to the audience involved by providing information on stormwater pollution prevention, effects of illicit discharge, best management practices, and components of the City's SWPPP.
*Activities Used to Reach Education Goals: <ul style="list-style-type: none">• Articles in community newsletters/Hot Sheet that highlight stormwater issues and stormwater related community events and programs.• Printed brochures/website that encourage best management practices, increase awareness of non-point source pollution, and provide local contact information for residents to request further information on specific stormwater topics.• Provide an e-mail address on the website for residents to report a problem.
*Activity Implementation Plan <ul style="list-style-type: none">• April 2007- Publish stormwater articles semi-annually in the community newsletter/Hot Sheet.• 2007 and annually thereafter, evaluate the website, and make updates/revisions as necessary.• 2007 - Provide an e-mail address on website.
*Performance Measures: The City will record the number of publications / articles produced, comments received, and the number of hits to the website. Will distribute a minimum of one informational brochure each year and annually evaluate the number of website hits.
*Responsible Party for this BMP: Name: Amy Kamm Department: Public Works - Stormwater Utility Phone: 507-934-0670 E-Mail: amyk@saintpetermn.gov

Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.

BMP Summary Sheet

MS4 Name: City of Saint Peter

Minimum Control Measure: 1- Public Education and Outreach

Unique BMP Identification Number: 1 c - 2

***BMP Title: Education Program: Public Participation**

***Audience(s) Involved:**

City of Saint Peter residents.

***Educational Goals for Each Audience:**

The City will increase public awareness and understanding of stormwater issues within the community. Will inform and educate the public about the impacts of stormwater runoff on water quality and what can be done to protect local rivers and streams from polluted stormwater runoff.

***Activities Used to Reach Education Goals:**

- Hold an Annual Public Meeting to discuss stormwater goals and objectives.
- Sponsor a City Stormwater Basin Clean-Up Day.

***Activity Implementation Plan:**

- January 22, 2007 - First public meeting and annually thereafter on dates to be determined.
- 2007 and annually thereafter on dates to be determined.

***Performance Measures:**

- City Council minutes for the annual public meeting.
- Number of stormwater basins cleaned each year.

***Responsible Party for this BMP:**

Name: Amy Kamm

Department: Public Works - Stormwater Utility

Phone: 507-934-0670

E-Mail: amyk@saintpetermn.gov

Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.

BMP Summary Sheet

MS4 Name: City of Saint Peter

Minimum Control Measure: 1- Public Education and Outreach

Unique BMP Identification Number: 1 c - 3

*BMP Title: Education Program: Illicit Discharge Detection and Elimination
*Audience(s) Involved: City Staff and City residents
*Educational Goals for Each Audience: The City will discourage illegal dumping by educating the public on alternative uses for unwanted materials and provide information on drop-off sites for household hazardous waste. This will include providing information on recycling options, services, and programs within the city. The City will train staff, implement procedures, and incorporate BMP's in the handling of hazardous materials used by City staff.
*Activities Used to Reach Education Goals: <ul style="list-style-type: none">• The City will distribute household hazardous waste recycling program literature to residents a minimum of once annually and continuously on the City's Stormwater website.• The City will also review the current educational activities undertaken by it's staff to prevent illicit discharges from daily public works activities. These activities may include, but are not limited to, educational videos, training, and workshops.• The City will use verbal communication with the public on educating them on illicit discharges. When an illicit discharge is reported or noticed an employee will make contact with the violator to educate them on the illicit discharge.
*Activity Implementation Plan: <ul style="list-style-type: none">• April 2007 and annually thereafter on dates to be determined.• 2007 and annually thereafter on dates to be determined.
*Performance Measures: The City will record all comments received, requests for information, and complaints regarding potential illicit discharge.
*Responsible Party for this BMP: Name: Amy Kamm Department: Public Works - Stormwater Utility Phone: 507-934-0670 E-Mail: amyk@saintpetermn.gov

Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.

BMP Summary Sheet

MS4 Name: City of Saint Peter

Minimum Control Measure: 1- Public Education and Outreach

Unique BMP Identification Number: 1 c - 4

*BMP Title: Education Program: Construction Site Run-off Control
*Audience(s) Involved: Contractors, homebuilders, developers, City Residents, and City Staff.
*Educational Goals for Each Audience: The City will increase the awareness of contractors and residential home owners for construction site runoff and review erosion control BMP's. The City will introduce ideas relating to construction site pollution prevention, develop an understanding of the SWPPP and increase the knowledge of specific NPDES construction permit requirements to City staff and contractors.
*Activities Used to Reach Education Goals: <ul style="list-style-type: none">• Hold an annual meeting for the contractors to review permit process, provide information on proper erosion control methods, and information on preventing soil erosion.• The City will review the components of the SWPPP annually with staff and review proper erosion and sediment control methods, and information on preventing erosion and sediment.• Provide a "Report a Problem" form and a phone number/email address for residents and contractors to use to report construction site run-off.
*Activity Implementation Plan: <ul style="list-style-type: none">• March 2007 and annually thereafter on dates to be determined.• February 2007 and annually thereafter on dates to be determined.
*Performance Measures: Document the number of educational materials distributed/requested, new home permits issued, pre-construction meetings, number of visits on the stormwater website and presentations/workshops/training attended by City staff. Number of contractors attending the contractors meeting. Number of City staff attending a staff meeting. Number of Report a Problem forms received
*Responsible Party for this BMP: Name: Amy Kamm Department: Public Works - Stormwater Utility Phone: 507-934-0670 E-Mail: amyk@saintpetermn.gov

Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.

BMP Summary Sheet

MS4 Name: City of Saint Peter

Minimum Control Measure: 1- Public Education and Outreach

Unique BMP Identification Number: 1 c - 5

***BMP Title: Education Program: Post Construction Stormwater Management in New Development and Re-Development**

***Audience(s) Involved:**

City residents, contractors, and developers.

***Educational Goals for Each Audience:**

Develop an awareness with each audience about the issues of minimizing erosion during program completion.

***Activities Used to Reach Education Goals:**

- Distribute guidelines for post-construction and finish grading requirements
- Distribute standard detail

***Activity Implementation Plan:**

- Follow stormwater ordinance guidelines for post-construction inspections.

***Performance Measures:**

Number of call-backs to specific sites during final grading.

Standard Details

Number of construction plans approved

***Responsible Party for this BMP:**

Name: Amy Kamm

Department: Public Works - Stormwater Utility

Phone: 507-934-0670

E-Mail: amyk@saintpetermn.gov

Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.

BMP Summary Sheet

MS4 Name: City of Saint Peter

Minimum Control Measure: 1- Public Education and Outreach

Unique BMP Identification Number: 1 c - 6

<p>*BMP Title: Education Program: Pollution Prevention/Good Housekeeping for Municipal Operations</p>
<p>*Audience(s) Involved: City Staff</p>
<p>*Educational Goals for Each Audience: Make City staff aware of issues that cause stormwater erosion and water quality issues. Introduce BMP's and develop an understanding of the SWPPP.</p>
<p>*Activities Used to Reach Education Goals:</p> <ul style="list-style-type: none"> • The City will hold meetings with public works employees to discuss activities that impact the stormwater systems. Seasonal employees will receive a copy of the power point and any items handed out during the annual staff meeting. Items to be discussed include but not limited to: <ol style="list-style-type: none"> 1. Soil, tree leaves, grass clippings, fertilizer, pesticides and pet waste are all sources of runoff pollution. 2. Dirt, salt, and oil from washed vehicles are harmful to water bodies. 3. Wastewater from vehicles washed outside goes to water bodies via storm sewer systems. 4. Improperly controlled spills can lead to water pollution. • Provide training opportunities for staff in erosion control, best management practices, good housekeeping, and pollution prevention. These may include but are not limited to: MnDOT erosion control certification, SWPPP workshops, and BMP workshops.
<p>*Activity Implementation Plan:</p> <ul style="list-style-type: none"> • March 2007 and annually thereafter on dates to be determined hold annual meeting to discuss with staff the implications of Public Works activities.
<p>*Performance Measures: The City will document the number of employees that attend the annual staff meeting, the number of training sessions and the number of participants attending the MnDOT training and/or certify all applicable City staff within three years of the employee's hire date.</p>
<p>*Responsible Party for this BMP:</p> <p>Name: Amy Kamm Department: Public Works - Stormwater Utility Phone: 507-934-0670 E-Mail: amyk@saintpetermn.gov</p>

Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.

BMP Summary Sheet

MS4 Name: City of Saint Peter

Minimum Control Measure: 1- Public Education and Outreach

Unique BMP Identification Number: 1 d - 1

*BMP Title: Coordination of Education Program
*BMP Description: The City will work with different groups to determine if appropriate opportunities arise to coordinate stormwater education messages or campaigns. The City will also contact the County, School District and Chamber of Commerce to determine if events or educational programs are being held in which the City can participate. Location(s) in SWPPP of detailed information relating to this BMP: All information intended to meet this BMP is included.
*Measurable Goals: <ul style="list-style-type: none">• Number of educational materials distributed in coordination with other programs.• Number of website materials posted that relate to programs or events held by other programs.• Number of times the "Hot Sheet" contains educational materials that are distributed
*Timeline/Implementation Schedule: <ul style="list-style-type: none">• 2007 and annually thereafter - The City will continue to distribute educational material to groups noted and contact these groups to see if opportunities exist for the City to participate.
Specific Components and Notes: <ul style="list-style-type: none">• Nicollet County Public Works/ Government Center• Chamber of Commerce• Clean Water Partnership• Gustavus Adolphus College & MNTAP – identifying discharge• Tri-County Waste
*Responsible Party for this BMP: Name: Amy Kamm Department: Public Works - Stormwater Utility Phone: 507-934-0670 E-Mail: amyk@saintpetermn.gov

Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.

BMP Summary Sheet

MS4 Name: City of Saint Peter

Minimum Control Measure: 1- Public Education and Outreach

Unique BMP Identification Number: 1 e - 1

*BMP Title: Annual Public Meeting
*BMP Description: The City will conduct an annual meeting for the general public followed by a presentation of the SWPPP to the City Council. This presentation will increase the general public's and City Council awareness of stormwater runoff issues and remind the Council of the requirements to implement the SWPPP provisions. Location(s) in SWPPP of detailed information relating to this BMP: All information intended to meet this BMP is included.
*Measurable Goals: <ul style="list-style-type: none">• Develop an agenda for the annual public meeting.• Evaluate written and oral inputs and determine if revisions to the SWPPP would be required.• Number of attendees at annual meeting.• Minutes recorded from City Council meeting.
*Timeline/Implementation Schedule: <ul style="list-style-type: none">• January 22, 2007 - First public meeting and annually thereafter on dates to be determined.• January 22, 2007 - Following the public meeting, staff will evaluate written and oral inputs and determine if revisions to the SWPPP will be required.• January 22, 2007 and annually thereafter.
Specific Components and Notes: <ul style="list-style-type: none">• Establish meeting procedure and process for speakers and written comments.• Consider timely, relevant, written materials submitted by the public.• Allow interested persons time to make oral statements on SWPPP.
*Responsible Party for this BMP: Name: Amy Kamm Department: Public Works - Stormwater Utility Phone: 507-934-0670 E-Mail: amyk@saintpetermn.gov

Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.

BMP Summary Sheet

MS4 Name: City of Saint Peter

Minimum Control Measure: 1- Public Education and Outreach

Unique BMP Identification Number: 1 e - 2

*BMP Title: Presentation to City Staff
*BMP Description: The City will present the SWPPP to City staff annually. This presentation will increase staff awareness of stormwater runoff issues and remind staff of the requirement to implement the SWPPP provisions. Location(s) in SWPPP of detailed information relating to this BMP: All information intended to meet this BMP is included.
*Measurable Goals: <ul style="list-style-type: none">• Develop an agenda for the annual staff meeting.• Evaluate written and oral inputs and determine if revisions to the SWPPP are required.• Number of attendees at staff meeting.
*Timeline/Implementation Schedule: <ul style="list-style-type: none">• March of 2007 - First staff meeting and annually thereafter on dates to be determined.• May of 2007 - Following the staff meeting, the stormwater staff will evaluate written and oral inputs and determine revisions to the SWPPP.• May of 2007 and annually thereafter.
Specific Components and Notes: <ul style="list-style-type: none">• Establish meeting procedure and process for speakers and written comments.• Consider timely, relevant, written materials submitted by staff.• Allow interested persons time to make oral statements on SWPPP.
*Responsible Party for this BMP: Name: Amy Kamm Department: Public Works - Stormwater Utility Phone: 507-934-0670 E-Mail: amyk@saintpetermn.gov

Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.

BMP Summary Sheet

MS4 Name: City of Saint Peter

Minimum Control Measure: 2-Public Participation/Involvement

Unique BMP Identification Number: 2 a - 1

<p>*BMP Title: Comply with Public Notice Requirements</p>
<p>*BMP Description: The City will prepare a notice of a public informational meeting at least thirty days prior to the meeting to review the SWPPP.</p> <p style="margin-top: 20px;">Location(s) in SWPPP of detailed information relating to this BMP: All information intended to meet this BMP is included.</p>
<p>*Measurable Goals:</p> <ul style="list-style-type: none"> • Complete thirty day notice of meeting to public.
<p>*Timeline/Implementation Schedule:</p> <ul style="list-style-type: none"> • December 11, 2006 - Council to authorize public hearing for January 22, 2007. • 2008 - May 30, 2011 - Notice of meeting by no later than February 15th of each year.
<p>Specific Components and Notes:</p> <ul style="list-style-type: none"> • Date • Time • Location • Location of SWPPP for review prior to meeting • Location of notice will be in City designated newspaper
<p>*Responsible Party for this BMP:</p> <p>Name: Amy Kamm Department: Public Works - Stormwater Utility Phone: 507-934-0670 E-Mail: amyk@saintpetermn.gov</p>

Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.

BMP Summary Sheet

MS4 Name: City of Saint Peter

Minimum Control Measure: 2- Public Participation/Involvement

Unique BMP Identification Number: 2 b - 1

<p>*BMP Title: Solicit Public Input and Opinion on the Adequacy of the SWPPP</p>
<p>*BMP Description: The City will provide the opportunity for interested persons to make oral statements or provide written comments on the SWPPP at the annual meeting. A reasonable amount of time will be made available at the meeting for questions and comments. Persons not able to attend the meeting may submit written comments on the SWPPP within the time identified in the public notice for the meeting or on the City's website.</p> <p>Location(s) in SWPPP of detailed information relating to this BMP: All information intended to meet this BMP is included.</p>
<p>*Measurable Goals:</p> <ul style="list-style-type: none">• Number of attendees at annual meeting.• Number of e-mails.• Track the number of oral and written comments received on the SWPPP, and the number of questions addressed at the annual meeting and on the City's website.• A summary of the comments submitted on the SWPPP and the questions addressed at the meeting will be made available at City Hall.
<p>*Timeline/Implementation Schedule:</p> <ul style="list-style-type: none">• March of 2007 - First public meeting and annually thereafter on dates to be determined.
<p>Specific Components and Notes:</p> <ul style="list-style-type: none">• Public Notice Implementation (2a-1).• Allow interested persons time to make oral statements on the SWPPP.• Accept timely, relevant, written materials submitted by the public.• Provide an e-mail on the City's website for written statements on the SWPPP.
<p>*Responsible Party for this BMP:</p> <p>Name: Amy Kamm Department: Public Works - Stormwater Utility Phone: 507-934-0670 E-Mail: amyk@saintpetermn.gov</p>

Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.

BMP Summary Sheet

MS4 Name: City of Saint Peter

Minimum Control Measure: 2- Public Participation/Involvement

Unique BMP Identification Number: 2 c - 1

***BMP Title: Consider Public Input**

***BMP Description:**

Following the public meeting, the responsible party will review the submitted oral and written material and adjust the SWPPP in areas where appropriate arguments and justifications for change are necessary.

Location(s) in SWPPP of detailed information relating to this BMP:
All information intended to meet this BMP is included.

***Measurable Goals:**

- Number of comments reviewed.
- Adjustments made to the SWPPP.
- Minutes kept at meeting.
- Record attendance.

***Timeline/Implementation Schedule:**

- January 22, 2007 - Completed after the public meeting and annually thereafter on dates to be determined.

Specific Components and Notes:

- Review annual meeting notes.
- Review written public concerns on the SWPPP.
- Make changes to the SWPPP where appropriate.

***Responsible Party for this BMP:**

Name: Amy Kamm

Department: Public Works - Stormwater Utility

Phone: 507-934-0670

E-Mail: amyk@saintpetermn.gov

Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.

BMP Summary Sheet

MS4 Name: City of Saint Peter

Minimum Control Measure: 3-Illicit Discharge Detection and Elimination

Unique BMP Identification Number: 3 a - 1

*BMP Title: Storm Sewer System Map
*BMP Description: The City will create a map identifying all ponds, rivers, wetlands, storm sewer pipes, and conveyances (equal to or greater than 24") as well as outfalls and discharge points leaving the city. The City will annually update this map to include any changes to the storm sewer system throughout the city which includes but is not limited to new development, street improvements, water quality projects, and any changes to the storage or conveyance of stormwater within the city. Location(s) in SWPPP of detailed information relating to this BMP: All information intended to meet this BMP is included.
*Measurable Goals: <ul style="list-style-type: none">• Mapping all storm sewer conveyances (24" or greater) that are owned by the City.• Updating all City owned storm sewer conveyances (equal to or greater than 24").
*Timeline/Implementation Schedule: <ul style="list-style-type: none">• 2007 - Develop map• 2008 - May 30, 2011 - Annually update existing storm sewer base map to meet permit requirements.
Specific Components and Notes:
*Responsible Party for this BMP: Name: Amy Kamm Department: Public Works - Stormwater Utility Phone: 507-934-0670 E-Mail: amyk@saintpetermn.gov

Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.

BMP Summary Sheet

MS4 Name: City of Saint Peter

Minimum Control Measure: 3- Illicit Discharge Detection and Elimination

Unique BMP Identification Number: 3 b - 1

***BMP Title: Regulatory Control Program**

***BMP Description:**

The City currently has ordinances in place and is working on a Stormwater Master Plan to prohibit non-stormwater discharge into the stormwater system. During the first three years, the City will review the current ordinance and revise according to regulatory agency requirements. During this time the city will also be developing a Stormwater Master Plan.

Location(s) in SWPPP of detailed information relating to this BMP:
All information intended to meet this BMP is included.

***Measurable Goals:**

- Completion of revising the existing ordinance.
- Complete draft of revised ordinance.
- Completed ordinance.
- Completed draft of Stormwater Master Plan
- Completed Stormwater Master Plan

***Timeline/Implementation Schedule:**

- 2007 – Review existing ordinance and compare with other communities and regulatory bodies.
- 2007 – Produce a draft of Stormwater Master Plan
- 2008 – Produce draft of revised ordinance according to year 1 assessments.
- 2008 – Review draft and make necessary changes.
- 2009 – Completed illicit discharge, detection and elimination ordinance.
- 2009 – Completed Stormwater Master Plan
- 2010 – May 30, 2011 – Annually review existing ordinances or adopted ordinances and Stormwater Master Plan.

Specific Components and Notes:

***Responsible Party for this BMP:**

Name: Amy Kamm

Department: Public Works - Stormwater Utility

Phone: 507-934-0670

E-Mail: amyk@saintpetermn.gov

Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.

BMP Summary Sheet

MS4 Name: City of Saint Peter

Minimum Control Measure: 3- Illicit Discharge Detection and Elimination

Unique BMP Identification Number: 3 c - 1

*BMP Title: Illicit Discharge Detection and Elimination Plan
*BMP Description: The City will focus on the outfall system inspection. If potential illicit discharges are identified, staff will make identification of illicit discharge and find the potential sources. A phone number and an e-mail address will be provided on the website to allow residents or other interested parties to report a problem, including illicit discharges or illegal dumping. Location(s) in SWPPP of detailed information relating to this BMP: All information intended to meet this BMP is included.
*Measurable Goals: <ul style="list-style-type: none">• Number of outfalls inspected annually.• Number of illicit discharges reported through e-mail and/or by phone.
*Timeline/Implementation Schedule: <ul style="list-style-type: none">• 2007 - Implement inspections and review annually through May 30, 2011.• 2007 - Provide an e-mail and phone number on the City's website and annually review through May 30, 2011.
Specific Components and Notes:
*Responsible Party for this BMP: Name: Amy Kamm Department: Public Works - Stormwater Utility Phone: 507-934-0670 E-Mail: amyk@saintpetermn.gov

Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.

BMP Summary Sheet

MS4 Name: City of Saint Peter

Minimum Control Measure: 3- Illicit Discharge Detection and Elimination

Unique BMP Identification Number: 3 d - 1

<p>*BMP Title: Public and Employee Illicit Discharge Information</p>
<p>*BMP Description: The City will discourage illegal dumping by educating public works staff and the public on alternative uses for unwanted materials and provide information on drop-off sites for household hazardous waste. This includes providing information on recycling appliance options, services, and programs within the City/County.</p> <p>Location(s) in SWPPP of detailed information relating to this BMP: May reference BMP 1c-3 for more information</p>
<p>*Measurable Goals:</p> <ul style="list-style-type: none">• Educational information will include posters in key locations, flyers in utility bills and the City's website.• Distribute recycling program literature to residents and provide educational activities to City staff a minimum of one time annually.
<p>*Timeline/Implementation Schedule:</p> <ul style="list-style-type: none">• 2007 - Develop information.• 2008 - May 30, 2010 - Annually distribute information.
<p>Specific Components and Notes:</p>
<p>*Responsible Party for this BMP: Name: Amy Kamm Department: Public Works - Stormwater Utility Phone: 507-934-0670 E-Mail: amyk@saintpetermn.gov</p>

Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.

BMP Summary Sheet

MS4 Name: City of Saint Peter

Minimum Control Measure: 3-Illicit Discharge Detection and Elimination

Unique BMP Identification Number: 3 e - 1

*BMP Title: Identification of Non-Stormwater Discharges and Flows
*BMP Description: The City will evaluate the non-stormwater discharges listed to determine if they should be considered significant contributors of pollutants to water bodies in the city in 2007. If significant discharge is found, a program will be developed. Location(s) in SWPPP of detailed information relating to this BMP: All information intended to meet this BMP is included.
*Measurable Goals: <ul style="list-style-type: none">• Determine if a program is necessary.
*Timeline/Implementation Schedule: <ul style="list-style-type: none">• 2007 - Determine if a program is necessary.• 2008 - May 30, 2011 - If a program is determined necessary, one will be developed and implemented.
Specific Components and Notes: <ul style="list-style-type: none">• Water line flushing• Landscape irrigation• Diverted stream flows• Rising groundwater's• Uncontaminated groundwater infiltration• Uncontaminated pumped groundwater• Discharges from potable water sources• Foundation drains• Air conditioning condensation• Irrigation water• Springs• Water from crawlspace pumps• Footing drains• Lawn watering• Individual residential car washing• Flows from riparian habitats and wetlands• Dechlorinated swimming pool discharges• Street wash water• Discharges or flows from fire fighting activities
*Responsible Party for this BMP: Name: Amy Kamm Department: Public Works - Stormwater Utility Phone: 507-934-0670 E-Mail: amyk@saintpetermn.gov

Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.

BMP Summary Sheet

MS4 Name: City of Saint Peter

Minimum Control Measure: 4-Construction Site Stormwater Runoff Control

Unique BMP Identification Number: 4 a - 1

***BMP Title: Ordinance or other Regulatory Mechanism**

***BMP Description:**

The City currently has ordinances in place and is working on a Stormwater Master Plan requiring erosion and sediment control measures, as well as, procedures to ensure compliance. During the first three years, staff will review the current ordinances and revise it according to regulatory agency requirements.

Location(s) in SWPPP of detailed information relating to this BMP:
All information intended to meet this BMP is included.

***Measurable Goals:**

- Completion of revising the existing ordinance.
- Complete draft of revised ordinance
- Completed ordinance
- Completed draft of a Stormwater Master Plan
- Completed Stormwater Master Plan

***Timeline/Implementation Schedule:**

- 2007 – Revise existing ordinance.
- 2007 – Produced draft of Stormwater Master Plan.
- 2008 – Produce draft of revised ordinance according to year 1 assessments.
- 2008 – Produced draft of Stormwater Master Plan and make necessary changes.
- 2009 – Completed erosion & sediment control measures ordinance.
- 2009 – Completed Stormwater Master Plan.
- 2010 – May 30, 2011 – Annually review existing ordinances or adopted ordinances.

Specific Components and Notes:

***Responsible Party for this BMP:**

Name: Amy Kamm

Department: Public Works - Stormwater Utility

Phone: 507-934-0670

E-Mail: amyk@saintpetermn.gov

Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.

BMP Summary Sheet

MS4 Name: City of Saint Peter

Minimum Control Measure: 4- Construction Site Stormwater Runoff Control

Unique BMP Identification Number: 4 b - 1

***BMP Title: Construction Site Implementation of Erosion and Sediment Control BMP's**

***BMP Description:**

Construction site operators, homebuilders and persons working in the right-of-way must conform to local stormwater right-of-way requirements, and/or local city ordinances for site erosion and sediment control. As part of the City's permit approval process, erosion and sediment control BMP's must be implemented.

Location(s) in SWPPP of detailed information relating to this BMP:
All information intended to meet this BMP is included.

***Measurable Goals:**

- Permits will not be issued for land disturbing activities until all applicable permits are secured and/or a waiver of assessment has been obtained.
- Site inspections will be performed per City permit requirements. Number of site inspections performed.

***Timeline/Implementation Schedule:**

- February 2007 and annually through May 30, 2011. The City will update or add additional erosion and sediment control BMP requirements to the permit process if necessary.

Specific Components and Notes:

- Annual City staff meeting.
- Annual residential contractor's erosion control meeting.
- Coordination with Building Official.

***Responsible Party for this BMP:**

Name: Amy Kamm

Department: Public Works - Stormwater Utility

Phone: 507-934-0670

E-Mail: amyk@saintpetermn.gov

Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.

BMP Summary Sheet

MS4 Name: City of Saint Peter

Minimum Control Measure: 4- Construction Site Stormwater Runoff Control

Unique BMP Identification Number: 4 c - 1

*BMP Title: Waste Controls for Construction Site Operators
*BMP Description: As part of the City's permit process, construction site operators and homebuilders must conform to local stormwater right-of-way requirements and/or local city ordinances on waste and material disposal. Location(s) in SWPPP of detailed information relating to this BMP: All information intended to meet this BMP is included.
*Measurable Goals: <ul style="list-style-type: none">• Permits will not be issued for land disturbing activities until all applicable permits are secured or a waiver of assessment has been obtained.• Site inspections will be performed as per City permit requirements. Number of site inspections performed.
*Timeline/Implementation Schedule: <ul style="list-style-type: none">• February 2007 and annually through May 30, 2011. The City will update or add additional waste and material disposal requirements to the permit process if necessary.
Specific Components and Notes: <ul style="list-style-type: none">• Annual City staff meeting.• Annual residential contractor's erosion control meeting.• Coordinate with the Building Official.
*Responsible Party for this BMP: Name: Amy Kamm Department: Public Works - Stormwater Utility Phone: 507-934-0670 E-Mail: amyk@saintpetermn.gov

Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.

BMP Summary Sheet

MS4 Name: City of Saint Peter

Minimum Control Measure: 4- Construction Site Stormwater Runoff Control

Unique BMP Identification Number: 4 d - 1

<p>*BMP Title: Procedure for Site Plan Review</p>
<p>*BMP Description: Require site plans for all single lot sites - new construction, redevelopment, private development - plans to be reviewed for erosion and sediment control that exceed 120 square feet in size. Review of new construction site plans are required before the issuance of building permits; and re-development, and new development site plan review becomes a condition of the development contract. Review would ensure that erosion and sediment control methods identified in stormwater utility specifications and Standard Details Plates are being utilized fully, correctly, and in the right locations. Site plan review for erosion and sediment control is a requirement of the Development Contract for all private developments.</p> <p>Location(s) in SWPPP of detailed information relating to this BMP: All information intended to meet this BMP is included.</p>
<p>*Measurable Goals:</p> <ul style="list-style-type: none">• Number of new construction site plans reviewed.• Number of development construction plans reviewed.
<p>*Timeline/Implementation Schedule:</p> <ul style="list-style-type: none">• 2007 - Review existing site plan inspection procedure for variance from regulatory agency requirements. Review existing required erosion and sediment control BMP's.• 2008 - Implement changes to plan review procedure based on previous years site plan inspection review.• 2009 - May 30, 2011 - Evaluate procedure and implement changes according.
<p>Specific Components and Notes:</p>
<p>*Responsible Party for this BMP: Name: Amy Kamm Department: Public Works - Stormwater Utility Phone: 507-934-0670 E-Mail: amyk@saintpetermn.gov</p>

Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.

BMP Summary Sheet

MS4 Name: City of Saint Peter

Minimum Control Measure: 4- Construction Site Stormwater Runoff Control

Unique BMP Identification Number: 4 e - 1

***BMP Title: Establishment of Procedures for the Receipt and Consideration of Reports of Stormwater Noncompliance**

***BMP Description:**

The City will publish a phone number and provide a website where residents can receive information, report violations, and respond to SWPPP issues. Reports of violations will be inspected within 24 hours of receipt by the City or on the next scheduled City work day. Hazardous material spills or discharges will be reported to the MPCA State Duty Officer within 24 hours of receipt by the City or identified by the construction site operator.

Location(s) in SWPPP of detailed information relating to this BMP:
All information intended to meet this BMP is included.

***Measurable Goals:**

- Record the number of calls and e-mails related to the SWPPP.
- Record the number of illicit discharges and construction complaints and the number of clean-up activities or SWPPP changes resulting from calls or e-mails.

***Timeline/Implementation Schedule:**

- 2007 - Develop program.
- 2008 - Implement program.
- 2009 - May 30, 2011 - Evaluate program and make necessary changes.

Specific Components and Notes:

***Responsible Party for this BMP:**

Name: Amy Kamm

Department: Public Works - Stormwater Utility

Phone: 507-934-0670

E-Mail: amyk@saintpetermn.gov

Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.

BMP Summary Sheet

MS4 Name: City of Saint Peter

Minimum Control Measure: 4- Construction Site Stormwater Runoff Control

Unique BMP Identification Number: 4 f - 1

***BMP Title: Establishment of Procedures for Site Inspections and Enforcements**

***BMP Description:**

The City will provide training to staff on proper erosion control, identification of problem areas, and the expectation of the SWPPP for construction site operations. City procedures for site inspections and enforcement will comply with MPCA construction permit guidelines.

Location(s) in SWPPP of detailed information relating to this BMP:
All information intended to meet this BMP is included.

***Measurable Goals:**

- Number of employees with erosion and sediment certification.
- Number of workshops and/or training sessions and the attendance at each workshop and/or training session.
- Number of right-of-way inspections completed.
- Number of warnings issued.
- Number of stop work orders issued.

***Timeline/Implementation Schedule:**

- 2007 - Develop program and provide training for stormwater operators.
- 2008 - Implement program.
- 2009 - May 30, 2011 - Evaluate program and make necessary changes.

Specific Components and Notes:

***Responsible Party for this BMP:**

Name: Amy Kamm

Department: Public Works - Stormwater Utility

Phone: 507-934-0670

E-Mail: amyk@saintpetermn.gov

Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.

BMP Summary Sheet

MS4 Name: City of Saint Peter
Minimum Control Measure: 5- Post-Construction Stormwater Management in New Development and Redevelopment

Unique BMP Identification Number: 5 a - 1

*BMP Title: Development and Implementation of Structural and/or Non-Structural BMP's
*BMP Description: The City uses Standard Details for developing and implementing BMP's as a practice in designing new construction projects. Construction projects will be required to implement City of Saint Peter Standard Detail requirements for erosion and sediment control. Location(s) in SWPPP of detailed information relating to this BMP: All information intended to meet this BMP is included.
*Measurable Goals: <ul style="list-style-type: none">• Number of details developed.• Number of permits containing standard details.
*Timeline/Implementation Schedule: <ul style="list-style-type: none">• 2007 - Develop standard details.• 2008 - Implement standard detail in design projects.• 2009 - May 30, 2011 - Review standard details and develop new ones if needed.
Specific Components and Notes:
*Responsible Party for this BMP: Name: Amy Kamm Department: Public Works - Stormwater Utility Phone: 507-934-0670 E-Mail: amyk@saintpetermn.gov

Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.

BMP Summary Sheet

MS4 Name: City of Saint Peter
Minimum Control Measure: 5- Post-Construction Stormwater Management in
New Development and Redevelopment

Unique BMP Identification Number: 5 b - 1

***BMP Title: Regulatory Mechanism to Address Post Construction Runoff from New Development and New Development**

***BMP Description:**

The City currently has ordinances in place and is working on a Stormwater Master Plan to establish guidelines for post-construction runoff from new development and redevelopment projects.

Location(s) in SWPPP of detailed information relating to this BMP:
All information intended to meet this BMP is included.

***Measurable Goals:**

- Completion of revising the existing ordinance.
- Completed draft of revised ordinance.
- Completed ordinance.
- Completed draft of a Stormwater Master Plan
- Completed Stormwater Master Plan.

***Timeline/Implementation Schedule:**

- 2007 – Revise existing ordinance.
- 2007 – Produce draft of Stormwater Master Plan.
- 2008 – Produce draft of revised ordinance according to year 1 assessments.
- 2008 – Produce draft of Stormwater Master Plan and make necessary changes.
- 2009 – Completed Post construction runoff ordinance.
- 2009 – Completed Stormwater Master Plan.
- 2010 – May 30, 2011 – Annually review existing ordinances or adopted ordinances.

Specific Components and Notes:

***Responsible Party for this BMP:**

Name: Amy Kamm

Department: Public Works - Stormwater Utility

Phone: 507-934-0670

E-Mail: amyk@saintpetermn.gov

Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.

BMP Summary Sheet

MS4 Name: City of Saint Peter

Minimum Control Measure: 6- Pollution Prevention/Good Housekeeping

Unique BMP Identification Number: 6 a - 1

***BMP Title: Municipal Operations and Maintenance Program**

***BMP Description:**

The Department of Public Works will develop an operations and maintenance training program with the ultimate goal of preventing or reducing pollutants from City operations. This training will utilize materials that are available from the United States Environmental Protection Agency (USEPA), state and regional agencies, or other organizations, and may be used as appropriate or modified by the City. The program will include employee training to prevent and reduce stormwater pollution from activities such as park and open space maintenance, fleet and building maintenance, new construction, and land disturbing activities, and stormwater maintenance.

Location(s) in SWPPP of detailed information relating to this BMP:
All information intended to meet this BMP is included.

***Measurable Goals:**

- Develop an outline that identifies the goal and audience for the training.
- Research the training aids available from USEPA, state and regional agencies, or other organizations.
- Develop and establish the training program.
- Implement the training program

***Timeline/Implementation Schedule:**

- 2007 - Develop an outline for the training program.
Research training aids.
Develop and establish the training program.
- 2008 - Implement the training program.
- 2009 - May 30, 2011 - Review program and make the necessary changes.

Specific Components and Notes:

***Responsible Party for this BMP:**

Name: Amy Kamm

Department: Public Works - Stormwater Utility

Phone: 507-934-0670

E-Mail: amyk@saintpetermn.gov

Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.

BMP Summary Sheet

MS4 Name: City of Saint Peter

Minimum Control Measure: 6- Pollution Prevention/Good Housekeeping

Unique BMP Identification Number: 6 a - 2

***BMP Title: Street Sweeping**

***BMP Description:**

The Department of Public Works will mechanically sweep streets a minimum of twice annually in an effort to reduce the amount of sediment and trash reaching the storm sewer system.

Location(s) in SWPPP of detailed information relating to this BMP:
All information intended to meet this BMP is included.

***Measurable Goals:**

- Annually record number of times the streets are swept.
- Record the amount of sediment and trash that was picked up.

***Timeline/Implementation Schedule:**

- 2007 - Develop and implement street sweeping program and annually review through May 30, 2011.

Specific Components and Notes:

***Responsible Party for this BMP:**

Name: Amy Kamm

Department: Public Works - Stormwater Utility

Phone: 507-934-0670

E-Mail: amyk@saintpetermn.gov

Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.

BMP Summary Sheet

MS4 Name: City of Saint Peter

Minimum Control Measure: 6- Pollution Prevention/Good Housekeeping

Unique BMP Identification Number: 6 a - 3

***BMP Title: Leaf Pick-up**

***BMP Description:**

The Department of Public Works will conduct an annual leaf pick-up in an effort to reduce the amount of phosphorous reaching the storm sewer system. The City also has a compost area that is available to residents for leaf drop-off.

Location(s) in SWPPP of detailed information relating to this BMP:
All information intended to meet this BMP is included.

***Measurable Goals:**

- Record the number of loads of leaves that were picked up.
- Record the number of loads of leaves that were taken out of the compost area.

***Timeline/Implementation Schedule:**

- Fall 2007 - Develop and implement Leaf Pick-up program.
- 2008 - May 30, 2011 - Annually review program.

Specific Components and Notes:

***Responsible Party for this BMP:**

Name: Amy Kamm

Department: Public Works - Stormwater Utility

Phone: 507-934-0670

E-Mail: amyk@saintpetermn.gov

Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.

BMP Summary Sheet

MS4 Name: City of Saint Peter

Minimum Control Measure: 6- Pollution Prevention/Good Housekeeping

Unique BMP Identification Number: 6 b - 2

***BMP Title: Annual Inspection of All Structural Pollution Control Devices**

***BMP Description:**

The Department of Public Works will inspect all identified structural pollution control devices on City property and in the public right-of-way a minimum of once annually. Maintenance specifications and schedules will be developed and implemented as necessary.

Location(s) in SWPPP of detailed information relating to this BMP:
All information intended to meet this BMP is included.

***Measurable Goals:**

- Number of devices inspected.
- Maintenance record.
- Number of structures cleaned

***Timeline/Implementation Schedule:**

- 2007 - Develop program
- 2008 - Implement program and annually through May 30, 2011 on dates to be determined.

Specific Components and Notes:

***Responsible Party for this BMP:**

Name: Amy Kamm

Department: Public Works - Stormwater Utility

Phone: 507-934-0670

E-Mail: amyk@saintpetermn.gov

Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.

BMP Summary Sheet

MS4 Name: City of Saint Peter

Minimum Control Measure: 6- Pollution Prevention/Good Housekeeping

Unique BMP Identification Number: 6 b - 3

***BMP Title: Inspection of a minimum of 20% of MS4 Outfalls, Sediment Basins and Ponds Each Year on a Rotating Basin**

***BMP Description:**

The Department of Public Works will develop a program to inspect 20% of the outfalls, sediment basins, and ponds each year. Maintenance will be scheduled based on inspections. During maintenance inspections, outfalls will also be inspected for illicit flows, and upon detection the stormwater utility will evaluate proper enforcement procedures and enforce the provisions of the City ordinance pertaining to illegal discharges into the storm sewer system. The stormwater utility will evaluate the inspection intervals in 2009 based on the results of the first two reporting years.

Location(s) in SWPPP of detailed information relating to this BMP:
All information intended to meet this BMP is included.

***Measurable Goals:**

- Inspect 20% of MS4 outfalls, sediment basins, and ponds each year.
- Number of structures receiving maintenance.
- Number of illicit discharges detected.

***Timeline/Implementation Schedule:**

- 2007 - Develop inspection program.
- 2008 - Implement inspection program.
- 2009 – Re-evaluate the inspections for the first two reporting cycles
- 2010 - May 30, 2011 - Evaluate inspection intervals

Specific Components and Notes:

***Responsible Party for this BMP:**

Name: Amy Kamm

Department: Public Works - Stormwater Utility

Phone: 507-934-0670

E-Mail: amyk@saintpetermn.gov

Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.

BMP Summary Sheet

MS4 Name: City of Saint Peter

Minimum Control Measure: 6- Pollution Prevention/Good Housekeeping

Unique BMP Identification Number: 6 b - 4

***BMP Title: Annual Inspection of All Exposed Stockpiles, Storage and Material Handling Areas**

***BMP Description:**

The Department of Public Works will develop a checklist and inspect stockpiles, storage, and material handling areas located within city limits.

Location(s) in SWPPP of detailed information relating to this BMP:
All information intended to meet this BMP is included.

***Measurable Goals:**

- Completed checklist.
- Number of inspections performed.
- Number of corrective actions taken.

***Timeline/Implementation Schedule:**

- 2007 – Develop checklist
- 2008 – Implement inspections annually
- 2008 – May 30, 2011 – Annually review program and make the necessary changes.

Specific Components and Notes:

***Responsible Party for this BMP:**

Name: Amy Kamm

Department: Public Works - Stormwater Utility

Phone: 507-934-0670

E-Mail: amyk@saintpetermn.gov

Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.

BMP Summary Sheet

MS4 Name: City of Saint Peter

Minimum Control Measure: 6- Pollution Prevention/Good Housekeeping

Unique BMP Identification Number: 6 b - 5

***BMP Title: Inspection Follow-up Including the Determination of Whether Repair, Replacement, or Maintenance Measures are Necessary and the Implementation of the Corrective Measures**

***BMP Description:**

Based on the Department of Public Works inspections, a determination will be made if repair, replacement, or maintenance measures are necessary. The necessary measures will be completed as soon as possible, usually during the same year as the inspection. When this is not practicable, the reasons and a schedule for completion will be submitted in the annual report.

Location(s) in SWPPP of detailed information relating to this BMP:
All information intended to meet this BMP is included.

***Measurable Goals:**

- Number of inspections performed.
- Number of repairs, replacements, or maintenance measures implemented based on the inspections.

***Timeline/Implementation Schedule:**

- 2007 - Develop program.
- 2008 - Implement program.
- 2009 - May 30, 2011 - Annually review program and make necessary changes.

Specific Components and Notes:

***Responsible Party for this BMP:**

Name: Amy Kamm

Department: Public Works - Stormwater Utility

Phone: 507-934-0670

E-Mail: amyk@saintpetermn.gov

Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.

BMP Summary Sheet

MS4 Name: City of Saint Peter

Minimum Control Measure: 6- Pollution Prevention/Good Housekeeping

Unique BMP Identification Number: 6 b - 6

***BMP Title: Record Reporting and Retention of all Inspections and Responses to the Inspections**

***BMP Description:**

The Department of Public Works will retain all records of inspections, maintenance, and corrective actions to the city's stormwater system. Records will be available upon request to the public.

Location(s) in SWPPP of detailed information relating to this BMP:
All information intended to meet this BMP is included.

***Measurable Goals:**

- Number of reports generated.
- Number of record request.
- Number of materials distributed.

***Timeline/Implementation Schedule:**

- 2007 - Develop filing system.
- 2008 - May 30, 2011 - Review system.

Specific Components and Notes:

***Responsible Party for this BMP:**

Name: Amy Kamm

Department: Public Works - Stormwater Utility

Phone: 507-934-0670

E-Mail: amyk@saintpetermn.gov

Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.

BMP Summary Sheet

MS4 Name: City of Saint Peter

Minimum Control Measure: 6- Pollution Prevention/Good Housekeeping

Unique BMP Identification Number: 6 b - 7

***BMP Title: Evaluation of Inspection Frequency**

***BMP Description:**

The Department of Public Works will retain records of inspection results and any maintenance performed or recommended. After two years of inspections, the frequency of inspections may be adjusted.

Location(s) in SWPPP of detailed information relating to this BMP:
All information intended to meet this BMP is included.

***Measurable Goals:**

- Annual recording of all inspections completed.
- Review annually the frequency of inspections of maintenance completed.

***Timeline/Implementation Schedule:**

- 2007 and annually through May 30, 2011.

Specific Components and Notes:

***Responsible Party for this BMP:**

Name: Amy Kamm

Department: Public Works - Stormwater Utility

Phone: 507-934-0670

E-Mail: amyk@saintpetermn.gov

Indicates a REQUIRED field. Failure to complete any required field will result in rejection of the application due to incompleteness.

VII. Annual Report

An annual report will be prepared and submitted to the MPCA prior to June 30, 2008. This annual report will summarize the following:

A. Status of Compliance with Permit Conditions

The annual report will contain an assessment of the appropriateness of the BMPs and progress toward achieving the identified measurable goals for each of the minimum control measures. This assessment will be based on results collected and analyzed, inspection findings, and public input received during the reporting period.

B. Work Plan

The annual report will contain a list of stormwater activities that are planned to be undertaken in the next reporting cycle.

C. Modifications to the SWPPP

The annual report will identify changes to BMPs or measurable goals for any of the minimum control measures.

D. Notice of Coordinated Activities

A notice will be included in the annual report for any portions of the permit for which a government entity or organization outside of the MS4 is being utilized to fulfill any BMP contained in the SWPPP.