

City of Temple
Existing Phase II MS4
Stormwater Management Program

General Information for Submitting a SWMP

- Your Stormwater Management Program (SWMP) must be a comprehensive document containing all the necessary components. The SWMP must include the most recent version of all of the required supporting documents. These supporting documents must be submitted on a flash drive or CD. Ensure that the files can be opened and read by EPD. In rare cases, EPD will accept hard copies of documents. Ensure that you submit all of the necessary components, including copies of the latest versions of the following:
 - 1) Adopted stormwater ordinances (Illicit Discharge, Erosion and Sedimentation, and Post-Construction). If you are located within the Metropolitan North Georgia Planning District, then your SWMP must also include District ordinances (Floodplain, Litter, Stream Buffer);
 - 2) Standard Operating Procedures (e.g. dry weather screening procedures, construction site inspection procedures, street sweeping procedures);
 - 3) Blank copies of forms to be used to implement the SWMP, including inspection forms;
 - 4) Signed Memorandum of Agreements; and
 - 5) Maps and inventories.

A bulleted list of the documents to be attached to the SWMP is included on each BMP page. This list is only to assist the permittee as a reminder and is not a definitive list. The permittee may determine some of the listed documents do not apply or that additional documents should be provided.

- For some BMPs, the NPDES Permit requires the submittal of procedures. These procedures may be described in the “Description of BMP” section of each BMP page, if they are not lengthy, or included as a separate attachment to the SWMP.
- The NPDES Permit contains tables listing the various BMPs. The MS4 is required to set a measurable goal for each BMP. In some cases, the Permit establishes the goal (e.g. inspect 100% of the structures within a 5-year period), while in other cases the MS4 must set a specific measurable goal. Ensure that each measurable goal is numeric and trackable.
- The NPDES Permit specifies that the MS4 must provide documentation of each activity implemented. Each BMP must specify the documentation to be submitted with each annual report (e.g. completed inspection forms, work orders, etc.). In some cases, the Permit specifies the documentation to be submitted (e.g. maps and inventories). In other cases, the MS4 will have to establish the documentation to be submitted. Ensure that each BMP spells out the specific documentation to be submitted with each annual report in the section titled “Documentation to be submitted with each Annual Report”.

**STATE OF GEORGIA DEPARTMENT OF NATURAL RESOURCES
ENVIRONMENTAL PROTECTION DIVISION**

Stormwater Management Program (SWMP)

General NPDES Permit No. GAG610000 for
Small Municipal Separate Storm Sewer Systems (MS4)

1. General Information

- A. Name of small MS4: City of Temple, GA

- B. Name of responsible official: Michael Johnson
Title: Mayor
Mailing Address: 240 Carrollton Street
City: Temple State: GA Zip Code: 30179
Telephone Number: 770-562-3369

- C. Designated stormwater management program contact:
Name: William (Bill) Osborne
Title City Administrator
Mailing Address: 240 Carrollton Street
City: Temple State: GA Zip Code: 30179
Telephone Number: 770-562-3369
Email Address: wosborne@templega.us

- D. Provide the river basin(s) to which your MS4 discharges: Upper Tallapoosa River Basin

- E. Provide the latitude and longitude of the MS4 center (e.g. City Hall, County offices, MS4 mailing address) using Global Positioning System (GPS) –WG 84:
Latitude: 33.73073840922526 Longitude: -85.02850264484944

2. Sharing Responsibility

- A. Has another entity agreed to implement a control measure on your behalf? No (If no, skip to Part 3)

Control Measure or BMP:

1. Name of entity _____

2. Control measure or component of control measure to be implemented by entity on your behalf:

- B. Attach an additional page if necessary to list additional shared responsibilities. **It is mandatory that you submit a copy of a written agreement between your MS4 and the other entity demonstrating written acceptance of responsibility.**

3. Minimum Control Measures and Appendices

- A. Public Education and Outreach
- B. Public Involvement/Participation
- C. Illicit Discharge Detection and Elimination
- D. Construction Site Stormwater Runoff Control
- E. Post-Construction Stormwater Management in New Development and Redevelopment
- F. Pollution Prevention/Good Housekeeping
- G. Appendix A – Enforcement Response Plan
- H. Appendix B – Impaired Waters

4. Certification Statement

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 gathered and evaluated the information submitted. Based upon 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.

Printed Name: _____ Date: _____

Signature: _____ Title: _____

Stormwater Management Program

Public Education and Outreach on Storm Water Impacts

Table 4.2.1(a) of the Permit

A. Best Management Practice (BMP) #1- Brochures & Fact Sheets

1. Target audience: General Public
2. Description of BMP: The City will provide storm water and related brochures and fact sheets on a kiosk at City Hall and will distribute a brochure to each new water customer during each reporting period. Brochures/fact sheets will cover a variety of topics and provide information that can increase the sense of community and serve as an effective way to promote environmental awareness.
3. Measurable goal(s): Brochures on a kiosk at City Hall will be counted each month and logged along with the number handed out to customers.
4. Documentation to be submitted with each annual report: Documentation of the number of brochures distributed each month will be added to the annual report.
5. Schedule:
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): August 2019
 - c. Frequency of actions (if applicable): Ongoing/Monthly
 - d. Month/Year of each action (if applicable): N/A
6. Person (position) responsible for overall management and implementation of the BMP: City Administrator
7. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: Continued distribution of brochures will promote environmental awareness and promote change in habits.

B. BMP #2 - Education Utilizing the City Web Site

1. Target audience: General Public
2. Description of BMP: The City will use its website, www.templeqa.us to disseminate storm water related information. Visitors to the website will be able to learn more about storm water, ways that may cause water pollution, how it affects our environment, and opportunities to reduce the negative impacts of storm water pollution.
3. Measurable goal(s): The City will update the storm water page at least once during each reporting period.
4. Documentation to be submitted with each annual report: Documentation of updates to the website and the number of visits will be provided in each annual report. A counter will report the number of visits to the site.
5. Schedule:
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): August 2019
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
6. Person (position) responsible for overall management and implementation of the BMP: City Administrator
7. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: The count of visitors to the storm water page can be logged and this BMP provides access to information 24 hours a day, 7 days a week.

Note: For those permittees with a population of less than 10,000, the MS4 should implement at least 2 BMPs. For those permittees with a population greater than 10,000, the SWMP must include at least four BMPs. For each additional BMP, you should attach an additional BMP page in the SWMP.

Public Involvement/Participation
Table 4.2.2 (a) of the Permit

A. Best Management Practice (BMP) #1- Presentation to Mayor & City Council

1. Target audience/stakeholder group: General Public
2. Description of BMP: The City will use presentations at open public City Council committee meetings to involve the public in the storm water program
3. Measurable goal(s): A minimum of 1 presentation involving storm water management activities during each reporting year will be given. A sign-in sheet will be used to note the number of individuals in attendance.
4. Documentation to be submitted with each annual report: Meeting agendas and copies of the presentations will be included in the annual report.
5. Schedule:
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): August 2019
 - c. Frequency of actions (if applicable): Once per Calendar Year
 - d. Month/Year of each action (if applicable): N/A
6. Person (position) responsible for overall management and implementation of the BMP: City's Engineer
7. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: A sign-in sheet will be present at the meeting to log the number of individuals in attendance for the storm water presentation.

B. BMP #2 – Pet Waste Stations

1. Target audience/stakeholder group: General Public
2. Description of BMP: The City of Temple has placed multiple pet waste stations around city-owned facilities to encourage pet owners to dispose of pet waste. The presence of these waste stations gives residents the ability to pick up after their pets and prevent pet waste from polluting the MS4 system.
3. Measurable goal(s): The City will track the number of times pet waste stations are restocked with bag throughout the reporting period.
4. Documentation to be submitted with each annual report: A log indicating how often bags are restocked at city owned pet waste stations.
5. Schedule:
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): July 2023
 - c. Frequency of actions (if applicable): Ongoing
 - d. Month/Year of each action (if applicable): N/A
6. Person (position) responsible for overall management and implementation of the BMP: City Administrator
7. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: The presence of pet waste stations and their usage in the community directly ties to community involvement in the reduction of MS4 pollution.

Note: For those permittees with a population of less than 10,000, the MS4 should implement at least 2 BMPs. For those permittees with a population greater than 10,000, the SWMP must include at least four BMPs. For each additional BMP, you should attach an additional BMP page in the SWMP.

Illicit Discharge Detection and Elimination
Table 4.2.3 (a) of the Permit

A. BMP #1 – Legal Authority

1. Description of BMP: The City prohibits non-storm water discharges into the MS4 through ordinance to protect the public health, safety, environment and general welfare by controlling the introductions of pollutants into the MS4. The City adopted the Illicit Discharge and Illegal Connection Ordinance on April 2, 2007. See Appendix A - Illicit Discharge and Illegal Connection Ordinance.
2. Measurable goal(s): The City will evaluate the effectiveness of the existing ordinance on an on-going basis and modify the ordinance if necessary.
3. Documentation to be submitted with each annual report Any modifications to the ordinance during the reporting period will be reported in the annual report for that period.
4. Schedule:
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): April 2007
 - c. Frequency of actions (if applicable): As Needed
 - d. Month/Year of each action (if applicable): N/A
5. Person (position) responsible for overall management and implementation of the BMP: City Administrator
6. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: Illicit Discharges will be identified and addressed through routine inspections.

SWMP Attachments:

- Illicit Discharge Detection and Elimination ordinance, showing adoption date
- If you are located within the Metropolitan North Georgia Planning District (District), attach copies of all of the District ordinances, showing the adoption dates, to the SWMP.

B. BMP #2 – Outfall Map and Inventory

1. Description of BMP: The City has developed a MS4 inventory and map showing locations of system components. The maps will be updated as modifications are made to the MS4 system.
2. Measurable goal(s): The City will maintain the map and inventory for the outfalls from the MS4 area. The maps will be updated annually with any additions or modifications to the MS4.
3. Documentation to be submitted with each annual report: The City will provide an update on mapping and inventory development in each annual report, including partial maps and inventories. Updated map and inventory will be provided on subsequent annual reports.
4. Schedule:
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): N/A
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
5. Person (position) responsible for overall management and implementation of the BMP: City's Engineer
6. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: Accurate maps will allow the City to respond quickly to locate and eliminate illicit discharges, contributing to program success.

SWMP Attachments:

- Outfall inventory
- Outfall map showing the outfalls and the receiving streams, including stream names

C. BMP #3 – IDDE Plan

1. Description of BMP: An illicit Discharge Detection and Elimination Plan (IDDE Plan) is used in conjunction with dry weather screening and outfall inspections.
2. Measurable goal(s): Dry weather screening will be conducted to a minimum of 5% of the city’s outfall inventory annually.
3. Documentation to be submitted with each annual report: The number of dry-weather inspections conducted, the number of illicit discharges identified and the number of discharges eliminated each year. Illicit discharges eliminated will be described. Enforcement actions taken will be discussed.
4. Schedule:
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): March 2023
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
5. Person (position) responsible for overall management and implementation of the BMP: City’s Engineer
6. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: Routinely inspecting outfalls helps ensure the MS4 is operating properly, while also identifying illicit discharges requiring elimination.

SWMP Attachments:

- Illicit Discharge Detection and Elimination Plan
- Outfall inspection form
- If using an alternate method in place of outfall inspections, the form to document activities
- Form to document stream walks
- Form to document source tracing
- Form to document illicit discharge elimination
- Example table to track outfall inspections over the permit cycle

D. BMP #4 – Education

1. Description of BMP: The City will publicize a program to facilitate public and municipal reporting of illicit discharges.
2. Measurable goal(s): Educational outreach will be done once per reporting period.
3. Documentation to be submitted with each annual report: Documentation of educational outreach will be provided in each annual report.
4. Schedule:
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): N/A
 - c. Frequency of actions (if applicable): Annually/Ongoing
 - d. Month/Year of each action (if applicable): N/A
5. Person (position) responsible for overall management and implementation of the BMP: City Administrator
6. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: The benefits are difficult to directly measure, but this BMP is an effective way to promote environmental awareness and promote citizen reporting of illicit discharges.

E. BMP #5 – Complaint Response

1. Description of BMP: The City Ordinances provide legal enforcement authority to require all illicit connections to the drainage system to be discontinued. When an illicit discharge is detected, either through concerned citizen reports or departmental monitoring, source tracking methods will be used such as observation and back tracking the discharge so that it can be eliminated.
2. Measurable goal(s): Continue procedures for receiving, investigating and tracking the status of illicit discharge complaints. Reports of illicit discharges will be investigated within 72 hours of receipt. A tracking system will be utilized to record the report, the result of the investigation, and resolution as necessary
3. Documentation to be submitted with each annual report: The log of complaints including date of complaint, and status of resolution will be included in the annual report.
4. Schedule:
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): N/A
 - c. Frequency of actions (if applicable): Annually/Ongoing
 - d. Month/Year of each action (if applicable): N/A
5. Person (position) responsible for overall management and implementation of the BMP: City Administrator
6. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: This process is an opportunity for citizens and Temple to work together and will be effective if information is collected, investigated and resolved in a timely manner.

SWMP Attachments:

- Complaint procedures, including receipt, investigation and enforcement
- Form used to document complaint receipt, handling, and resolution

Construction Site Storm Water Runoff Control
Table 4.2.4 (a) of the Permit

A. BMP #1 – Legal Authority

1. Description of BMP: The City has adopted an E&S ordinance which limits construction activity pollutants impact on waters of the State. The City adopted the Soil Erosion and Sedimentation Control Ordinance April 2, 2007. See Appendix B – Soil Erosion and Sedimentation Control Ordinance.
2. Measurable goal(s): The City will evaluate the Soil Erosion and Sedimentation Control Ordinance and if necessary modify the ordinance during the reporting period.
3. Documentation to be submitted with each annual report: Any modifications to the ordinance during the reporting period will be reported in the annual report for that period.
4. Schedule:
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): April 2007
 - c. Frequency of actions (if applicable): Review Annually
 - d. Month/Year of each action (if applicable): N/A
5. Person (position) responsible for overall management and implementation of the BMP: City Administrator
6. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: Enforcement of this ordinance will reduce pollutants from construction sites.

SWMP Attachments:

- Erosion and Sedimentation ordinance, showing adoption date. If the required construction waste wording is contained in another ordinance (e.g. litter), then submit that adopted ordinance also.

B. BMP #2 - Site Plan Review Procedures

1. Description of BMP: A post-construction ordinance provides the structural framework to address storm water runoff into the MS4 from new development and re-development projects. The Ordinance also adopts the State Storm Water Design manual. The City adopted the Ordinance for Post-Development Storm water Management for New Development and Re-Development on April 2, 2007. See Appendix C- Ordinance for Post-Development Storm water Management for New Development and Re-Development.
2. Measurable goal(s): The City will evaluate the existing post-construction ordinance, and if necessary, modify the ordinance during the reporting period.
3. Documentation to be submitted with each annual report: Any modifications to the ordinance during the reporting period will be reported in the Annual Report.
4. Schedule:
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): April 2007
 - c. Frequency of actions (if applicable): Annual Review
 - d. Month/Year of each action (if applicable): N/A
5. Person (position) responsible for overall management and implementation of the BMP: City Administrator
6. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: Implementation and enforcement of this ordinance will ensure that post-construction storm water is being controlled.

SWMP Attachments:

- Site plan review procedures
- Example plan review forms
- Example plan review tracking log

C. BMP #3 – Inspection Program

1. Description of BMP: The City of Temple is not a Local Issuing Authority, plans for construction projects, site plans and subdivisions in the City of Temple are inspected by the Georgia Department of Natural Resources, Environmental Protection Division.
2. Measurable goal(s): The City is not a Local Issuing Authority. EPD will implement this BMP.
3. Documentation to be submitted with each annual report: N/A
4. Schedule:
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): N/A
 - c. Frequency of actions (if applicable): As Required
 - d. Month/Year of each action (if applicable): N/A
5. Person (position) responsible for overall management and implementation of the BMP: City's Engineer
6. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: By routine inspection of each structure the City will ensure that they are being properly maintained, functioning, and if any deficiencies are found that they are addressed.

SWMP Attachments:

- Construction site inspection procedures
- Example inspection forms
- Example site inspection tracking log

D. BMP #4 – Enforcement Procedures

1. Description of BMP: The City of Temple is not a Local Issuing Authority, the Environmental Protection Division will handle enforcement in accordance with State law for construction projects, site plans, and subdivisions in the City of Temple.
2. Measurable goal(s): The City is not a Local Issuing Authority. EPD will implement this BMP.
3. Documentation to be submitted with each annual report: N/A
4. Schedule:
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): N/A
 - c. Frequency of actions (if applicable): As Required
 - d. Month/Year of each action (if applicable): N/A
5. Person (position) responsible for overall management and implementation of the BMP: City Administrator
6. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: EPD handling the enforcement of site BMP deficiencies will be a deterrent for carelessness. This BMP will be effective if the inspection deficiencies are minimal.

SWMP Attachments:

- Example enforcement forms or letters (e.g. Stop Work Order, Warning Notice)
- Example enforcement action tracking log

E. BMP #5 – Complaint Response

1. Description of BMP: Since Temple is not a Local Issuing Authority, public comments for construction projects, site plans and subdivisions, in the City of Temple are forwarded to the Georgia Department of Natural Resources, Environmental Protection Division for action. Comments from citizens that are received by the City of Temple will be forwarded to the Mountain District Office of Georgia EPD at 4244 International Parkway, Atlanta, GA 30354. Citizens may also make comments directly to EPD at (404) 362-2671.
2. Measurable goal(s): The City is not a Local Issuing Authority. EPD will implement this BMP.
3. Documentation to be submitted with each annual report: N/A
4. Schedule:
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): N/A
 - c. Frequency of actions (if applicable): As Required
 - d. Month/Year of each action (if applicable): N/A
5. Person (position) responsible for overall management and implementation of the BMP: City Administrator
6. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: EPD handling comments from citizens will be a deterrent to careless plan preparation by developers. This BMP will be effective if the number of comments received by EPD are reduced or nonexistent.

SWMP Attachments:

- Complaint procedures, including receipt, investigation and enforcement
- Form used to document complaint receipt, handling, and resolution

F. BMP #6 – Certification

1. Description of BMP: Ensure that MS4 staff are trained in accordance with the rules adopted by the Georgia Soil and Water Conservation Commission. Currently, Deidre Walker possesses a Level 1B red card.
2. Measurable goal(s): Have at least one employee obtain a GSWCC Level 1.A certification.
3. Documentation to be submitted with each annual report: Provide the number and type of current certifications held by MS4 staff in each annual report.
4. Schedule:
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): N/A
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
5. Person (position) responsible for overall management and implementation of the BMP: City Administrator
6. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: By adhering to the requirement of having at least one staff member that is GSWCC certified the City will meet the needed requirement for their MS4 permit.

**Post-Construction Storm Water Management in
New Development and Redevelopment**
Table 4.2.5 (a) of the Permit

A. BMP #1 – Legal Authority

1. Description of BMP: A post-construction ordinance provides the structural framework to address storm water runoff into the MS4 from new development and re-development projects. The Ordinance also adopts the State Storm Water Design manual. The City adopted the Ordinance for Post-Development Storm water Management for New Development and Re-Development on April 2, 2007. See Appendix C- Ordinance for Post-Development Storm water Management for New Development and Re-Development.
2. Measurable goal(s): The City will evaluate the existing post-construction ordinance, and if necessary, modify the ordinance during the reporting period.
3. Documentation to be submitted with each annual report: Any modifications to the ordinance during the reporting period will be reported in the Annual Report.
4. Schedule:
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): April 2007
 - c. Frequency of actions (if applicable): Annual Review
 - d. Month/Year of each action (if applicable): N/A
5. Person (position) responsible for overall management and implementation of the BMP: City Administrator
6. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: Implementation and enforcement of this ordinance will ensure that post-construction storm water is being controlled.

SWMP Attachments:

- Post-Construction ordinance, showing adoption date

- If the population exceeds 10,000, a completed worksheet or other method used to conduct the code and ordinance evaluation (e.g. Center for Watershed Protection's Code and Ordinance Worksheet, EPA's Scorecard)

B. BMP #2 - Inventory

1. Description of BMP: The City has developed a MS4 inventory and map showing locations of system components (e.g. detention ponds, water quality devices, infiltration structures, etc.) and only those privately owned structures designed after the December, 2008 deadline for adoption of the GSMM. The inventory shall include information on the number and type of structures and ownership (e.g. public owned versus privately owned). The inventory will be maintained and updated as needed.
2. Measurable goal(s): The MS4 inventory will be reviewed and updated annually with any additions.
3. Documentation to be submitted with each annual report: The City will provide an update on mapping and inventory development in each annual report, including partial maps and inventories. Updated map and inventory will be provided on subsequent annual reports.
4. Schedule:
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): N/A
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
5. Person (position) responsible for overall management and implementation of the BMP: City Administrator
6. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: Having information about each control will allow the City to respond and implement programs to ensure proper functioning.

SWMP Attachments:

- Inventory of detention/retention ponds and water quality vaults

C. BMP #3 – Inspection Program

1. Description of BMP: The City will inspect each post-construction structure on a routine basis to ensure that they are being properly maintained and functioning.
2. Measurable goal(s): A post-construction structure inspection program is in place and post-construction structure inspections will be conducted such that 20% of the structures are inspected each year, and 100% of the post-construction controls are inspected over a 5-year period.
3. Documentation to be submitted with each annual report: The number of inspections conducted during the reporting period, and a summary of the inspection results will be included in the annual report.
4. Schedule:
 - a. Interim milestone dates (if applicable):

▪ Inspect 20% of Post Construction Structures	March 2023
▪ Inspect 20% of Post Construction Structures	March 2024
▪ Inspect 20% of Post Construction Structures	March 2025
▪ Inspect 20% of Post Construction Structures	March 2026
▪ Inspect 20% of Post Construction Structures	March 2027
 - b. Implementation date (if applicable): See above dates
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
5. Person (position) responsible for overall management and implementation of the BMP: City's Engineer
6. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: By routine inspection of each structure the City will ensure that they are being properly maintained, functioning, and if any deficiencies are found that they are addressed.

SWMP Attachments:

- Inspection procedures
- Example inspection forms
- Example table for tracking inspections conducted over permit cycle

D. BMP #4 – Maintenance Program

1. Description of BMP: The City will adhere to a long-term operation and maintenance program for post-construction storm water management structures. At a minimum, the maintenance program will address all publicly-owned structures and those privately-owned structures.
2. Measurable goal(s): The City will document maintenance it performs on both publicly-owned structures and documentation received from private owners for the maintenance that is performed on their structures, during the reporting period.
3. Documentation to be submitted with each annual report: The City will provide the structure inventory, ownership, and maintenance activities and/or maintenance agreement during the reporting period in each annual report.
4. Schedule:
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): March 2022
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
5. Person (position) responsible for overall management and implementation of the BMP: City Administrator
6. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: By performing regular maintenance the City will ensure the structure is functioning properly and minimize health and safety issues, property damage, etc.

SWMP Attachments:

- Example form for documenting maintenance
- Example maintenance agreements
- List of maintenance agreements executed to date
- Example letters to notify owners of maintenance deficiencies

E. BMP #5 – GI/LID Program

1. Description of BMP: The City of Temple developed a GI/LID Program in July 2020
2. Measurable goal(s): For those permittees with a population less than 10,000 at the time of this permit issuance, develop a program for the inspection and maintenance of the GI/LID structures, including permittee-owned, publicly-owned structures owned by other entities, and privately-owned non-residential (e.g. who inspects, who maintains, inspection and maintenance schedule, method of documentation of inspection and maintenance activities).
3. Documentation to be submitted with each annual report: The GI/LID Program will be attached to the annual report during each reporting period.
4. Schedule:
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): July 2020
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
5. Person (position) responsible for overall management and implementation of the BMP: City Administrator
6. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: Proper use of the GI/LID program will keep GI/LID structures operating properly.

SWMP Attachments:

- Inventory of all permittee-owned GI/LID structures, and structures publicly-owned by other entities and privately-owned non-residential constructed after 12/6/12.

F. BMP #6 – GI/LID Structure Inventory

1. Description of BMP: An inventory will be maintained and updated to include any existing and additional GI/LID structures that are constructed within the City.
2. Measurable goal(s): Annually update an inventory of water quality related GI/LID structures located within the permitted area and at a minimum, constructed after December 6, 2012, including the total number of each type of structure (e.g. bioswales, pervious pavement, rain gardens, cisterns and green roofs). The inventory must, at a minimum, include permittee-owned GI/LID structures, those publicly-owned structures owned by other entities, and privately-owned non-residential GI/LID structures. Track the addition of new water quality-related GI/LID structures through the plan review process and ensure the structures are added to the inventory. Provide an updated inventory, including those structures added during the reporting period, in each annual report.
3. Documentation to be submitted with each annual report: An inventory of all GI/LID structures will be submitted with each annual report.
4. Schedule:
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): July 2020
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
5. Person (position) responsible for overall management and implementation of the BMP: City Administrator
6. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: An updated GI/LID inventory will help the City properly maintain each GI/LID structure.

SWMP Attachments:

- GI/LID Program, including example inspection forms and maintenance agreements

G. BMP #7 – GI/LID Structure Inspection Program

1. Description of BMP: GI/LID structures will be inspected to ensure proper function.
2. Measurable goal(s): Inspections will be conducted on public and private non-residential GI/LID structures so that each structure is inspected once every 5 years.
3. Documentation to be submitted with each annual report: GI/LID structure inspection forms will be submitted with each annual report.
4. Schedule:
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): July 2020
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
5. Person (position) responsible for overall management and implementation of the BMP: City Administrator
6. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: Routine inspection of GI/LID structures will keep the structures in proper operational condition.

SWMP Attachments:

- Example inspection forms
- Example table for tracking inspections conducted over permit cycle

H. BMP #8 – GI/LID Structure Maintenance Program

1. Description of BMP: Maintenance will be conducted on city-owned GI/LID structures as needed.
2. Measurable goal(s): The City will document maintenance performed on GI/LID structures.
3. Documentation to be submitted with each annual report: Maintenance forms will be submitted on each annual report.
4. Schedule:
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): July 2020
 - c. Frequency of actions (if applicable): As Needed
 - d. Month/Year of each action (if applicable): N/A
5. Person (position) responsible for overall management and implementation of the BMP: City Administrator
6. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: Maintenance performed will be documented to ensure GI/LID structures are operating properly and in good condition.

SWMP Attachments:

- Example form for documenting maintenance
- Example maintenance agreements
- List of maintenance agreements executed to date
- Example letters to notify owners of maintenance deficiencies

Pollution Prevention/Good Housekeeping for Municipal Operations
Table 4.2.6 (a) of the Permit

A. BMP #1 – MS4 Structure Inventory and Map

1. Description of BMP: The City will continue to update their storm sewer inventory map showing the location of all catch basins, ponds and storm drain lines with the City. These maps are for inspection, maintenance and familiarity of the system.
2. Measurable goal(s): The City will update the MS4 map to reflect additions and modifications as they are needed.
3. Documentation to be submitted with each annual report: A copy of the MS4 inventory and map will be submitted annually.
4. Schedule:
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): 2015
 - c. Frequency of actions (if applicable): Annually/As Needed
 - d. Month/Year of each action (if applicable): N/A
5. Person (position) responsible for overall management and implementation of the BMP: City Administrator
6. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: MS4 maps will allow for improved maintenance and management of the system as it continues to develop.

SWMP Attachments:

- Inventory listing 4 structure types (catch basins, ditches, pipes, permittee-owned ponds)
- Map showing 4 structure types

B. BMP #2 – MS4 Inspection Program

1. Description of BMP: The City will develop a storm sewer inspection program to ensure the system is operating properly and to identify elements requiring maintenance.
2. Measurable goal(s): Following approval of eth program, initial inspections will be conducted in conjunction with BMP#1 MS4 Control Structure Inventory and Map. After initial inspections, the City will inspect the MS4 structures (e.g. catch basins, ponds and storm drain lines) so that 100% are inspected within a 5-year period in accordance with the inspection program.
3. Documentation to be submitted with each annual report: The City will report the number and percentage of control structures inspected in each annual report.
4. Schedule:
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): March 2021
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
5. Person (position) responsible for overall management and implementation of the BMP: City Administrator
6. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: By routine inspection of each structure the City will ensure that they are being properly maintained, functioning, and if any deficiencies are found that they are addressed.

SWMP Attachments:

- Inspection program, including implementation schedule
- Example inspection forms
- Example table for tracking inspections over the permit cycle

C. BMP #3 – MS4 Maintenance Program

1. Description of BMP: The City will implement a maintenance program for the MS4. The City conducts maintenance on the MS4 structures as needed.
2. Measurable goal(s): The City will document maintenance it performs on MS4 system components. The City will maintain documentation and track activities.
3. Documentation to be submitted with each annual report: The City will provide the number of each type of structure maintained in each annual report.
4. Schedule:
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): March 2022
 - c. Frequency of actions (if applicable): Annually/As Needed
 - d. Month/Year of each action (if applicable): N/A
5. Person (position) responsible for overall management and implementation of the BMP: City Administrator
6. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: By performing regular maintenance the City will ensure the structure is functioning properly and minimize health and safety issues, property damage, etc.

SWMP Attachments:

- Maintenance procedures
- Example maintenance forms

D. BMP #4 – Street and Parking Lot Cleaning

1. Description of BMP: Removing trash and debris from the road right of way will help improve safety along the roads and reduce debris from entering MS4 system.
2. Measurable goal(s): The City will develop procedures for the removal of trash and debris. The City will remove trash and debris from the right of ways with MS4 area.
3. Documentation to be submitted with each annual report: The City will report the quantity of trash and debris removed in each reporting period.
4. Schedule:
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): 2012
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
5. Person (position) responsible for overall management and implementation of the BMP: City Administrator
6. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: Removing debris reduces pollutants that would enter the waters of the State.

SWMP Attachments:

- Street sweeping procedures
- Street sweeping log page or other form
- Litter removal procedures
- Litter removal log page or other form

E. BMP #5 – Employee Training

1. Description of BMP: The City will provide educational opportunities to employees on the importance of storm water management and pollution prevention.
2. Measurable goal(s): One educational opportunity will be provided during each reporting period.
3. Documentation to be submitted with each annual report: The City will provide documentation of the number of employees and the educational information shared in each of the annual reports.
4. Schedule:
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): June 2020
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
5. Person (position) responsible for overall management and implementation of the BMP: City Administrator
6. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: Educating City employees is a critical element of a successful pollution prevention plan.

SWMP Attachments:

- Employee training program
- Example sign-in sheet or other documentation forms

F. BMP #6 – Waste Disposal

1. Description of BMP: The City will remove debris from MS4 system and dispose of it properly.
2. Measurable goal(s): The City will track landfill debris removed from the MS4, as outlined in the City's MS4 Operations and Maintenance Procedures. The City will track waste disposal, including any possible recycling by the City.
3. Documentation to be submitted with each annual report: Records of amount of and type of debris removed from MS4 system to be submitted with annual report.
4. Schedule:
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): 2012
 - c. Frequency of actions (if applicable): As Needed
 - d. Month/Year of each action (if applicable): N/A
5. Person (position) responsible for overall management and implementation of the BMP: City Administrator
6. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: The removal of waste from the MS4 system

SWMP Attachments:

- Waste disposal procedures
- Example form for tracking waste disposal

G. BMP #7 – New Flood Management Projects

1. Description of BMP: The City will review new flood management projects while in the design phase to ensure the MS4 system will not be negatively affected.
2. Measurable goal(s): Ensure proposed flood management projects (e.g., detention and retention ponds) are assessed for water quality impacts during the design phase. Provide the number of plans reviewed where flood management projects were assessed for water quality impacts during the reporting period in each annual report.
3. Documentation to be submitted with each annual report: The number of projects reviewed and the names of those projects will be submitted with the annual report.
4. Schedule:
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): April 2007
 - c. Frequency of actions (if applicable): Annually/As Needed
 - d. Month/Year of each action (if applicable): N/A
5. Person (position) responsible for overall management and implementation of the BMP: City Administrator
6. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: Reviewing new flood management projects will prevent negative impacts to water quality and the MS4 system.

SWMP Attachments:

- Procedures for assessing new plans for water quality impacts
- Example forms used to document the assessment of new plans

H. BMP #8 – Existing Flood Management Projects

1. Description of BMP: The City will assess existing flood management structures for potential retrofitting.
2. Measurable goal(s): Conduct an assessment of existing permittee-owned flood management projects (e.g., detention and retention ponds) for potential retrofitting to address water quality impacts and conduct any retrofitting activities. Assess at least 1 structure annually or if the permittee has less than 5 structures, then assess 100% within a 5-year period. Provide information on any assessments and/or retrofitting activities conducted during the reporting period in each annual report.
3. Documentation to be submitted with each annual report: The name and conclusion drawn from retrofitting assessment will be submitted for each structure assessed within the reporting period.
4. Schedule:
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): April 2007
 - c. Frequency of actions (if applicable): Annually/As Needed
 - d. Month/Year of each action (if applicable): N/A
5. Person (position) responsible for overall management and implementation of the BMP: City Administrator
6. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: Assessing flood management structures for retrofitting will give the City an opportunity to improve the MS4 system and maintain them as needed.

SWMP Attachments:

- Procedures for assessing existing flood management structures for potential retrofit
- List of existing flood management structures
- Example forms used to document the assessment of existing structures

I. BMP #9 – Municipal Facilities

1. Description of BMP: The City will maintain an inventory of municipal facilities with the potential to cause pollution and routinely inspect them.
2. Measurable goal(s): Annually update an inventory of municipal facilities with the potential to cause pollution. The inventory must be submitted with each annual report. Conduct inspections on 100% of the municipal facilities within the 5-year period in accordance with procedures described in the SWMP. At a minimum, the permittee must conduct inspections on 5% of the municipal facilities annually, or if inspections are done by geographical area, then one entire area or sector must be inspected. Provide documentation of the inspections conducted during the reporting period in each annual report.
3. Documentation to be submitted with each annual report: The inventory of municipal facilities will be submitted annually and any municipal facilities inspections conducted within the reporting period will be submitted.
4. Schedule:
 - a. Interim milestone dates (if applicable): N/A
 - b. Implementation date (if applicable): April 2007
 - c. Frequency of actions (if applicable): Annually
 - d. Month/Year of each action (if applicable): N/A
5. Person (position) responsible for overall management and implementation of the BMP: City Administrator
6. How you will determine whether this BMP is effective in accordance with Part 5.1.4 of the Permit: Keeping an accurate inventory of municipal facilities and conducting routine inspections will ensure that the risk of pollution is reduced by keeping the facilities in working order.

SWMP Attachments:

- Inventory of municipal facilities
- Procedures for conducting inspections
- Example inspection forms
- Example table to track inspections over permit cycle

Appendix A

Enforcement Response Plan

1. The MS4 was required to develop an Enforcement Response Plan (ERP) that describes the action to be taken for violations of the Stormwater Management Program during a previous permit iteration.
 - A. Provide the date the ERP was approved by EPD: N/A
 - B. If the ERP has not yet been approved, provide the date submitted to EPD: February 2022
2. The ERP is to be evaluated annually and revised as needed. Provide the most recent version of the ERP as an attachment to this Appendix.

Appendix B

Impaired Waters

1. Population based on the latest U.S. Census: 5,089

Date of the latest U.S. Census used: April 2020

If the population is less than 10,000, then see item #2 below.

If the population exceeds 10,000, then see items #3 below.
2. If the population is less than 10,000, then the MS4 must develop an Impaired Waters Plan (IWP) (see Part 4.4.1 of the NPDES Permit) including:
 - A list of impaired waters and the pollutant(s) of concern;
 - A map showing the location of the impaired waters and all identified MS4 outfalls located on the impaired waters or occurring within one linear mile upstream of the waters;
 - BMPs that will be implemented to address each pollutant of concern; and
 - A schedule for implementing the BMPs.
3. If the population exceeds 10,000, then the MS4 must develop an Impaired Waters Plan/Monitoring and Implementation Plan (MIP) (see Part 4.4.2 of the NPDES Permit) including:
 - A list of impaired waters and the pollutant(s) of concern, including the date of the 303(d) list used;
 - A map showing the location of the impaired waters, the monitoring location(s), and all identified MS4 outfalls located on the impaired waters or occurring within one linear mile upstream of the waters;
 - The sample location (instream or at the outfalls);
 - Information on the sample type, frequency, and any seasonal considerations;
 - Schedule for starting monitoring for any newly identified pollutants;
 - BMPs that will be implemented to address each pollutant of concern;
 - A schedule for implementing the BMPs; and
 - The information to be included in each annual report, including the monitoring data, as assessment of data trends, and an assessment of the effectiveness of the BMPs.
4. The IWP and MIP must be evaluated annually and revised as needed. The most recent version of the IWP or MIP must be submitted as an attachment to this appendix.